

## NASHVILLE UTILITY SERVICE BOARD MEETING MINUTES

WEDNESDAY, JULY 13, 2022

Commission members present: President Bob Willsey, Vice-President Bob Kirlin, and Member Pam Gould. Commission Members absent: Alyn Brown and Dan Klaker. Also in attendance in person: Municipal Operations Consultant Dax Norton, Town Administration Manager Phyllis Carr, NMU Water/Sewer Utility Operator Robin Willey.

### COMMISSION BUSINESS

#### 1) OPENING THE MEETING

President Willsey called the meeting to order at 6:30 pm and did the roll call. The secretary is not present so the President advised that the minutes will be transcribed later using the audio recording.

#### 2) APPROVAL OF MINUTES

No minutes presented for approval.

#### 3) CONSIDER ADJUSTMENT REQUESTS

President Willsey advised that Robin signed off some of the adjustment requests. The board noted that the water and sewer adjustments total \$5,605. Vice-President Kirlin asks whether under the new guidelines all of these would be still available. Mr. Willey responds no.

President Willsey explained that they are under the old guidelines because they haven't approved the new ones yet. MOC Norton says that the new guidelines will be on the Council agenda on August 21, 2022.

Vice-President Kirlin moved to approve the adjustment requests as presented, President Willsey seconded. All were unanimously in favor.

Mr. Willey noted that he did not approve two of the adjustment requests.

#### 4) MONTHLY REPORTS

##### A. Budget/Revenue Management Report – Dax Norton

MOC Norton addressed the following points:

- 21 numbers were added to the budget.
- The number for sanitary and sewer decreased due to the addition of the sanitary and sewer rehabilitation project. These fees will be reimbursed with the ARPA money from the Council, which is what the ARPA funds are intended for.

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- The water seems to hold steady. Robin and Phyllis have been paying good attention to the budget.
- Most items that are yellow are due to gas price increase.
- Other things are on track.
- The budget is at 40 % available for the year.

### **B. Water Master Plan Progress Report – Nathan Delisle and Dax Norton**

MOC Norton says that Mr. Delisle is out sick and could not attend the meeting. The internet didn't work for Mr. Norton to pull up Mr. Delisle's report. MOC Norton says that once he gets to the office on the following day, he will send it to the Board as a Newforma link for the Board to review and study and discuss at the next meeting.

### **C. Operations/MRO Report – Robin Willey and Phyllis Carr**

Mr. Willey reports the following:

- A good candidate, with an associate's degree, was found for an open position, a coal miner who wants to change his job. The Council would need to approve the budget for his position before hiring can happen.
- Still waiting on pumps: the pump for Park View is two (2) weeks out; another pump that was just ordered is six (6) weeks out. There is some in-house equipment available to handle Sanitary Sewer Overflow (SSO).
- The report helped with the IDEM situation.
- There was a price increase on lift stations: went up by \$1,000 (from \$6,600 to \$7,600). The discussion over whether this price increase is passed onto the consumer concludes that yes, this increase can be passed onto the consumer. Also, the ordinance passed before should permit an increased rate without having to pass another ordinance to establish this new rate.
- There is an opportunity to send interested employees to school in Bloomington to obtain a Water Certification. The classes would prepare the employees to take a water exam.

President Willsey announced that he will support a raise for Robin Willey and Phyllis Carr so that the town can keep them. He appreciates their hard work and wants them to be able to communicate freely with the Board about any work issues.

MOC Norton says that there is a better title and clarified list of responsibilities for them.

Discussion of the necessity and legality of some employment contingencies for the future employees. President Willsey suggests that this topic could be discussed in

more detail at a work session with the help of Member Brown.

**D. Water Loss Report**

Vice-President Kirlin and President Willey discuss current water leaks. Mr. Willey reported on the leaks that he is addressing at this point.

Local resident, Dr. Christy Crandail, a hydrologist, suggested using GIS mapping and analysis to find leaks. MOC Norton states that this data has already been recorded and mapped. President Willsey explains why it's difficult to track leaks due to the aging infrastructure and not enough of flow meters to monitor water flow through all water lines and isolate the exact location of the water leaks. He added that the infrastructure is old and needs to be replaced, maybe based on their age.

Member Gould suggested instead of changing all infrastructure at once, it would be best to isolate the location of leaks and fix these problematic areas first. She believes that there was a pilot 30-day project to do that close to Brown State Park. The following discussion concludes that there is not enough local data to start the project yet.

Dr. Crandall suggests hiring a grant-writing team to obtain funds for infrastructure repairs. MOC Norton advised that a Columbus, IN firm, ARa, was already hired to do the grant-writing and will apply once the scope of request is known.

MOC Norton states that the water loss is down to 40 % for the month of June, and if the water in the system is included, they'll be down to 32 %. The typical loss is 20 %, so the loss is going down.

Mr. Willey explained that they pay for the total amount of water that the town receives, the customers pay only for what their house receives according to the reading on their meters, and the cost of water lost between entering the system and getting to customer is on the town utility.

Mr. Willey advised that he needs two more employees. Right now there are three people working including him, and he is training them. Mr. Willey works about 50 hours a week.

President Willsey says that the lack of employees to fix all utility issues is the problem that the town has been dealing with this year, and it is important to get more employees.

Dr. Christy Crandall commented that she is worried about privatization of the municipal utilities. MOC Norton says that neither the Board, nor the Council, has initiated any processes to privatize the utilities, so there might be some misinformation going around.

Dr. Crandall asks about the available grants and loans and MOC Norton explained

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what grants, funds, and loans are available or not to Nashville and what steps has been taken to find or apply for funding resources as well as what has been obtained so far.

MOC Norton suggests creating a committee involving Dr. Crandall and maybe some other people to work on finding a solution to identifying water leaks.

**5) UNFINISHED BUSINESS**

**A. Update – Sanitary Sewer Rehabilitation Project – Dax Norton**

MOC Norton reported that the design is 60% done. He is waiting on the final answer from the SRF about what they are going to fund. There was a good call with IFA COO & Director of Environmental Programs Mr. Jim McGoff. He advised that there is going to be good news, but not revealing what it would be.

**B. Update – Water and Wastewater Asset Management Plan progress – Dax Norton**

MOC Norton predicts that there will be a draft of this plan in September, but Nathan Delisle could give a better time estimate.

**C. Update – Water Master Plan Presentation – Nathan Delisle and Dax Norton**

MOC Norton suggests moving this presentation to the next meeting so that Nathan can present and answer all their questions about the big report.

**6) NEW BUSINESS**

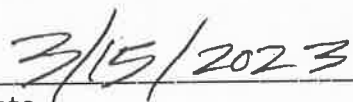
No new business.

**7) ADJOURN**

President Willsey adjourned the meeting at 7:40 pm.

*The audio recording made at the Nashville Utility Service Board meeting on 7-13-2022 is retained in the office of the Town Clerk-Treasurer and available on the town website [www.townofnashville.org](http://www.townofnashville.org)*

  
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President Bob Willsey

  
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