

Nashville Utility Service Board

Meeting Minutes

December 15, 2023

Commission members present: President Pam Gould, Vice-President Brown, Secretary Nancy Crocker, Member Scott Dick, and Member Tom Roberts. Also in attendance: Water/Sewer Operator Robin Willey, Chief Administrator Phyllis Carr, ms consultants Representatives, Nathan Delisle & Dax Norton and Town Manager Sandie Jones.

1. Opening the Meeting

President Gould called the meeting to order at 10:03am.

2. Roll Call

All USB Members present.

3. Approval of the Minutes:

No minutes to approve.

4. Changes to the Agenda:

Sanitary Sewer Rehab Discussion & Bond Analysis

Financial Advisor Jarrod Hall with Krohn & Associates, talked about Water & Wastewater:

Water Rate Analysis:

No need to increase water rates w/ the current budget.

Standard Practice - Ask Council to do a rate increase every two years. Jarrod doing the rate study every year to review what is required. They will need 16 million dollars for the proposed water project and have put in an application for SRF funding.

Wastewater Rate Analysis:

Recommendation to the Town Council at their December meeting to have the first reading of the Sewer Rate Amendment Ordinance. They will then have a public hearing and second reading and possible adoption of the ordinance in February.

Vice-President Brown made a motion to get the sewer rate ordinance ready for the Town Council meeting December 21, 2023. Secretary Nancy Crocker seconded the motion. Roll call vote: All in favor.

Attorney Dennis Otten of Bose McKinney, passed out a draft of the Bond Ordinance to the USB. He explained the Ordinance and asked to have this introduced with the Rate Ordinance at the December Town Council meeting.

Secretary Crocker made a motion to recommend the Bond Ordinance to the Town Council. Vice-President Brown seconded the motion. Roll Call vote: All in favor

Secretary Crocker commented that they have a great crew, and she wants to do something for them. Discussion. Secretary Crocker will get donations from the vendors to honor the crew.

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5. Adjustment Requests

The USB unanimously approved the adjustments as presented on the adjustment summary sheet.

John Simpson was present and explained that his house on Jefferson Street had water issues. The service line broke and he replaced the line himself took lots of time. Mr. Simpson asked for help with his bill. NMU Billing Clerk Goodwin advised that Mr. Simpson previously received an adjustment because of a leaking water heater in the months of July & August. In September he came back and said another leak under his concrete. This leak went into two months. Mr. Simpson explained said it was the same leak all along, it wasn't really the water heater, but a leak under the driveway.

Discussion. President Gould said advised that the USB could allow Mr. Simpson to have an adjustment for two months of high usage. The USB asked NMU Billing Clerk Goodwin to figure out the two highest months and prepare the paperwork for the credit. Vice-President Brown moved to approve the adjustments of the two highest months. All were unanimously in favor. President Gould wants the paperwork presented at the January meeting for final approval.

6. Monthly Reports:

A. Budget/Revenue Management Report

MOC Norton reported that payments will be made for the trucks and vac truck.

ms consultants has submitted a \$129,200 invoice for work on the sewer rehab project. The invoice will ultimately be paid through SRF Funding. Prior to receiving the SRF funds, MOC Norton suggested they use funds from: Depreciation - \$29,000 and Debt Service Res. \$100,000.

Vice-President Brown moved to pay the \$129,000 ms consultants' invoice with the funds suggested by MOC Norton. Member Dick seconded the motion. All unanimously in favor.

B. Operations/MRO Report and Water Loss Report

W/S Operator Willey went over both reports.

C. Wastewater Rehabilitation Project Update

Nathan Delisle- reviewed Sanitary Sewer Rehab & WWTP Updates. The January 12, 2024 USB meeting will hold a Public Hearing at 10:00am regarding the projects. Nathan will submit the ad to be published in the local newspaper.

7. Unfinished Business:

A. Standard Operating Procedures

MOC Norton will have document for the January 2024 meeting.

B. Building Standards

W/S Operator Willey to review the Design Guidelines booklet that ms consultant engineer DeLisle drafted.

8. Any Other Business:

MOC Norton advised they are working with Utility Supply to install an antenna at Town Hall to receive meter readings. This would allow the billing department to get readings and free up a utility worker to do other tasks.

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9. Adjourn

Vice-President Brown moved to adjourn the meeting. Member Roberts seconded the motion.
President Gould adjourned the meeting at 11:52am



USB President Member

01/12/2024
Date