

Nashville Utility Service Board

Meeting Minutes

March 15, 2024

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

1. Opening the Meeting

President Gould called the meeting to order at 10:06am.

2. Roll Call

All USB members present stated their name.

3. Approval of Meeting Minutes: 1-12- 2024, 1-19-2024 and 2-09-2024

President Gould wants to add that they had a discussion advising that they can't close private road (Treatment Plant) for the Eclipse. She asked that this be added to the February 9, 2024, minutes, page 2 item #7 once the audio has been reviewed.

Vice-President Brown moved to approve the minutes of 1-12-2024, 1-19-2024 and the 2-09-2024 minutes as amended. Member Dick seconded the motion. All were unanimously in favor.

4. Adjustment Requests

Customer on Sam's Hill Road was out of town and had a water leak due to the cold snap. The leak was inside the house. President Gould stated the USB established water/sewer leak adjustments only for exterior of the building and digging up the ground. Proof of repair must be submitted with the leak adjustment request. The adjustment request was denied.

Customers on Mockingbird Lane closed their house for the winter and re-opened the house and there was a leak. Phyllis advised; the plumbing is under the house in the crawl space. President Gould stated that does not qualify for an adjustment and the adjustment request was denied.

Customer on Jackson Branch Rd. - had a family friend speak to Board regarding a leak that was found while the contractor was doing the Lead Service Line inspections. Customer's rep presented pictures and asked was this pipe broken before the LSL work or did it happen during the inspection? Robin believes the rock was there diverting water. He explained how water hammer can move lines. Discussion.

Member Dick advised that typically the Government Agency is not held responsible. The customer should file with their homeowner's insurance and the homeowner's insurance would contact the contractors' insurance company. President Gould recommended to the homeowners to talk with their insurance company and report back to the Board.

Phyllis Carr advised that a customer with extra 2,000-gallon water excess wanted an adjustment. A data read but there was no leak detected on the report. Customer says she still will not pay and wants the extra charge removed from her bill. The adjustment request was denied.

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Secretary Crocker made a motion to approve adjustments on the summary sheet that were approved by Robin. Vice-President Brown seconded the motion. All unanimously in favor.

President Gould commented that it takes a lot of time to review the meter readings. Town Manager Jones advised that Phyllis does all the meter reading reviews and phone calls. Robin will check with Utility Supply to see if there is a program that can run a report with all the information needed to allow for this process to be streamlined.

5. Monthly Reports

A. Budget/Revenue Management Report

Representative Delisle reported that the budget looks good. A claim was paid to ms consultants out of operating budget but will be reimbursed by the SRF loan. The new sewer rates are going into effect in April.

B. Wastewater Rehab Update

Representative Delisle advised that the Pre-Construction meeting will be held April 4, 2024. Construction is to be completed in 20 months. Treedom has completed the tree removal for the project.

Town Water and Sewer Standards have been completed by Representative Delisle. He asked the USB to review. Vice-President Brown moved to adopt the standards. Secretary Crocker seconded the motion. All were unanimously in favor. Secretary Crocker suggested this is reviewed yearly. Town Manager Jones will post on the Town's website and Representative Delisle will provide four hard copies.

ECO is about 60% done with the Lead Service Line testing. Someone will be coming around to do ground repair.

C. Operations/MRO Report

Robin Willey reported that eight 2-inch water meters have been replaced throughout the system. It shows that the old meters had slowed and were not reading properly. They have two meters left to replace.

D. Water Loss

Robin Willey advised that the water loss has drastically reduced. A leak at Brown County Tire has been repaired and the new two-inch meters also catching water loss. ECO has found leaks on our side as well.

Robin commented that some customers have been aggressive with the utility workers in the field. He is considering purchasing body cameras. Secretary Crocker said the guys can walk away from these people. President Gould asked if there is a training for this? Discussion. Secretary Crocker asked can they have a policy on this and add it to the SOPs.

6. Unfinished Business

A. On-Call Engineering Services with ms consultants

Representative Delisle presented an on-call engineering service contract that would establish rates for on-call engineering. Member Dick commented that the principal rate is a little high but 2.8 for Mr. Cutshaw's work is a favorable rate. Vice-President Brown asked how this fits with the monthly consulting Representative Norton does for the USB. Representative Delisle advised that Representative Norton's work falls under the advisory services contract and that contract ends December 2024. If the

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Board wanted engineering services for side project on-call engineering services, that contract would be used. Representative Delisle is currently billing the work he is doing under the sanitary sewer rehab project.

Vice-President Brown moved to approve the contract not to exceed \$5,000 per task. Member Dick seconded the motion. All were unanimously in favor.

7. Any other business to come before the board

President Gould talked about February 23, 2024 Regional Sewer Meeting. The group decided they had to get word out about projects they can do together, and they could hire a marketing company to do this. At the March 8, 2024 meeting, President Gould and Member Dick were the only two USB members in attendance. The group talked about a couple of companies that could do this work. Member Dick commented that the rates would be expensive.

President Gould advised that the Regional Sewer group plans send out an RFQ to see if there is interest, and then put our RFQ out for this marketing. The next meeting will be held on March 22, 2024 at 10:00am at Cornerstone Inn.

Secretary Crocker commented that this is just a group of people meeting. She thinks they are getting ahead of themselves before they start spending money. Town Manager Jones explained OCRA's Stellar Pathways program and advised this would be a county-wide/regional effort to come together with projects for these grant funds. Vice-President Brown commented that he is not sure we should spend ratepayer dollars on County projects. President Gould believes this can help in infrastructure for housing. The Board Members had a lengthy discussion about Stellar and creating a regional group.

President Gould reported that the Town of Nashville and Utility Service Board was listed as filing a lawsuit against the Tilton property owners for condemnation. Town Manager Jones advised the Town filed for eminent domain, but this was dismissed. Discussion.

7. Adjourn

Secretary Crocker made a motion to adjourn. President Gould adjourned the meeting at 12:09pm.



President Pam Gould

05/10/24
Date