

**NASHVILLE UTILITY SERVICE BOARD
WORK SESSION
WEDNESDAY, APRIL 20, 2022**

Commission members present in person: President Bob Willsey, Vice-President Bob Kirlin (arrived at 12:10 pm), Secretary Alyn Brown, Member Pam Gould, Member Dan Klaker. Also in attendance in person: Municipal Operations Consultant Dax Norton, Town Administration Manager Phyllis Carr, NMU Water/Sewer Utility Operator Robin Willey.

WORK SESSION

1) CALL TO ORDER

President Willsey called the meeting to order at 12:00 pm.

2) ADJUSTMENT REQUEST ORDINANCE DISCUSSION

- If we do adjustments, do we adjust so that we do not lose the actual cost spent
- Huntingburg's policy was the basis for ours
- Created a draft, based on that draft
- Recognizing it should not be a leak adjustment, includes pool filling, power washing, ect.
- What ordinance would they fall under anyway?
- Retail Rate is \$12 something
- Wholesale is \$3 something
- The rest of the rate is capital moving forward (can charge for future projects) and cost of operation
- We are less than 25% of the total retail rate.
- If we are going to lose the water, we have to pay the
- Debt service coverage and wholesale coverage... Have to pay the wholesale and the debt service.
- Have not looked at the debt service –
 - If your wholesale rate goes up – Will increase the rate by the tracker.
- As a path forward, can we take the draft of what we worked on previously, added and subtracted some things...
- What would we need to get to Dax to help him.
- Based on this there, are no leaks that go into the sewer, so we would need to take the sewer part out.
- Insurance will pay for part of the loss –
 - Figure out what the debt service is.
- Can we offer a sewer credit to commercial users who experience a leak?

Cut-off date for adjustments

President Willsey moved that leak adjustment requests must be submitted one week before meeting the regular monthly meeting. Member Klaker seconded the motion. All were unanimously in favor.

3) WATER SYSTEM MAP

- Plan to tap the water line at Town Hill road –
 - 6” line branches off of there, runs through the woods, and into Parkview subdivision
 - State park has two lines supplying water to it.
 - Meter at each valve, and see the loss on each
 - Can figure out the water loss...
 - Isolate which line has all of the leaks.
 - Robin – Wants to start zooming the system to see where the leaks are.
 - Comparative cost of not doing this is high –
 - Nice to Bless the moving forward of this process
 - We can expose the main
 - How much is a meter rental?
 - How much does one of these meter’s cost?
 - How much do they cost?
- This will help us isolate where the leaks are (pressure and testing)
 - What else can we do, to find out where the leaks are coming from, review... etc...
 - Cost associated with this particular activity –
 - Some kind of cost associated with this –

4) UPDATE ON THE WATER MASTER PLAN

- Entire water service area, etc.
- Nothing from BLN
- Draft water system maps for the May meeting
- Would it be possible for Robin – and already have an answer for the question
- Master Planning process – Once it is finished – Will be a project to find the source of water loss
- And then start to rehabilitate the system
- There is a search anyway – to drill for water –
- Pro Bono effort right now to preliminarily search for underground water sources –
- Need a lot of water –
- If it is found, and sufficient, it becomes a game changer –
- Need to build a water facility –
- This will add a lot of cost...
- Need an underground aquifer – The process has begun (or is beginning)

How do we fund our utilities –

- Looking for other options

5) SEWER

- PER is under review at SRF’s office
- Salt Pile, Digestion, etc.
- Drafting as we speak to get the plans and specs put together
- What about timeline for breaking ground,
- Grant is safe until Sept. and October
- Received call from IDEM, SRF is now talking to SRF.

NASHVILLE UTILITY SERVICE BOARD WORK SESSION APRIL 20, 2022

- McGoff will not be making any financial decisions until July –
- Through the infrastructure act, it will be likely that there will be more money coming
- We have saved the 2 million...
- State of Indiana will not give us a commitment on keeping the money –
 - ARPA money has to be spent by 2026 –
 - Felt like were under a deadline
 - We needed to be under contract by July
- Design only includes what is necessary to fix the agreed order, and to meet the needs of the park.
- Salt pile will be moved to the county garage
- We will share salt
- Salt is still in the flood way

Loans –

- Forgivable loans
- Disadvantage loans
- OKRA - \$700K doesn't go far
- Why not sell the utility to a
- Could do a capital improvement campaign -

6) COUNT ON DIRECTION FROM MS CONSULTANTS

- Look at big picture stuff, to make it happen...
- Purchase of the GPS system
- Dax and Robin review it and come back with a recommendation –
- Ask for input from fellow board members
- Who is running the show?
 - Gave leeway of \$10K at the old school board –
 - Member Klaker does not like to micromanage – if it is on track with the budget, he should have the authority to see it through.
 - Agree with an exception – Budget that is set for year –
 - Pay attention especially on expenditures –
 - Have this in an actual purchasing ordinance –
 - From \$1 to \$5K approved by staff –
 - \$5K to \$10K and above is staff and the president of the board.
 - Above \$10K goes to the board
 - For spending and purchasing for the utilities side.
- Member Gould asked
 - Ceiling price of expenditures? Make it a percentage of the budget
 - \$5K and above puts pressure on the budget.
 - Above \$10K is a good chunk of money –
- Pressure to get info out ahead of the agenda –
 - Town council has a certain amount of days before
 - That is different than having the items that are linked and attached to the agenda as a packet.
 - Consent Agenda to set some purchasing policies in place
 - KPI reporting should be easy
 - USB Will want to look at this to see what KPI's we want to measure

NASHVILLE UTILITY SERVICE BOARD WORK SESSION APRIL 20, 2022

- Will have a scope for that particular service –
 - General services contract with general management of the utility being a task order.
- Vice-President Kirlin has one more question –
 - Has the State Park agreement been sign, sealed, and delivered?
 - The council has to approve it at their 4-21-2022 meeting and then it will be sent to the State.

7) ADJOURN

Vice-President Kirlin moved to adjourn the work session. Member Klaker seconded the motion. President Willsey Motion adjourned the work session at 2:00 pm

Bob Kirlin
~~President Bob Willsey~~
Vice-President Bob Kirlin

5/11/2022
Date