

**Delaware County Regional Wastewater District
Board of Trustees**

November 1, 2017

Members present: Mr. R. Maynard, Mrs. B. Ragland, Mr. R. Parsons, Mr. J. Mogush, Mr. R. Hensley, Mr. P. Olson and Mr. J. Brooke.

Ex-Officio Member: Mr. J. Turner, Del. Co. Health Dept.

Staff present: Attorney D. Struble, Mr. J. Richards, and Mrs. P. Ring.

Others present: Mr. Joe Tierney, GRW Engineers; Commonwealth Engineering

President Maynard opened the meeting at 3:00 P.M.

Mr. Parsons motioned to approve the October 4, 2017 meeting minutes. Motion passed 6-0 with one abstention.

Mr. Parsons moved to approve the claims from October 1 through October 31, 2017 totaling \$259,979.84. Mr. Mogush seconded. There were questions and discussion regarding claims. Motion passed 7-0.

Mr. Richards reported the maintenance staff have been performing regular cleaning and maintenance on lift stations. GRW Engineers finished their field work on the project of potential force main move in the area of Royerton Elementary; Mr. Miller will present the Board with the results of the study when completed. Regarding flow meters in the Westbrook area; Mr. Richards agreed with Mr. Miller that renting flow meters will present more consistent information for comparison purposes.

President Maynard asked Mrs. Ring about transferring our records we are required to retain to microfilm. Mrs. Ring replied Mrs. Ratz called two companies and we are awaiting quotes from both of them.

Mr. Brooke reported the Personnel Committee is in the process of drafting a contract for the Director's position. They will give a full report at the December meeting. **Mr. Brooke motioned to get a quote from Wagner, Irwin and Scheele for the cost to draft an employee handbook. Motion passed 7-0.**

Commonwealth Engineering gave a presentation on GRW Engineers' PER for a Joint Treatment plant with Liberty Regional. Commonwealth's presentation is attached.

Andre Riley, and Doug Baldessari of H.J. Umbaugh addressed the Board. Mr. Baldessari stated if we were to build a joint treatment plant with Liberty Regional, the rate for Royerton and DeSoto customers might break even in five years to what it would be if we were to continue to pay Muncie Sanitary District for treatment. They could give a better estimate once the loan application goes through and the costs

are known for the treatment plant. Mr. Andre Riley presented the Rate Study for the District. As Mr. Riley was explaining the finances and Rate Study, Mr. Brooke questioned why the loan payable to Muncie Sanitary District and the money paid to Chesterfield for Debt Service of the treatment plant (refunded by TIF money from Daleville) were not apparent in the Debt for the District. Mr. Riley explained why they structured those differently and stated they would revise the Financial Report to list those as debt. Mr. Brooke asked why wages were in three different areas of the financials. Mr. Riley replied because of the way accounts are classified for wastewater. More discussion was held regarding the format of the reports submitted to the District. Mr. Riley concluded the report with stating the bond coverage needed according to our Bond Ordinance with SRF is within 1.4%. He stated at this point they do not necessarily recommend a rate increase; the District could just watch spending.

Joe Tierney, GRW Engineers addressed the Board. They suggest metering the flow in the Westbrook area for a period of three months in order to capture a true picture of the inflow and infiltration; normally it is done during period of November thru May. Mr. Richards did a walk through with field employees. They performed maintenance and replaced all ARV's on the Royerton system pertaining to force mains 1 and 2. Originally GRW was informed the force main size was 16 in leaving lift station #1, after the field study found it to be a 10 inch line. It doesn't upsize to 16 inches until south of Winwood Rd on the east side of Williamson Rd. He suggested with the added distance of #2 force main to move it to the wet well at lift station #1, the pumps might be upsized to account for distance and friction. Mr. Tierney commented on the possibility of upsizing pumps for the #2 force main and also questions the #1 lift station wet well capacity to hold #2 force mains flow at a faster rate.

Mr. Brooke motioned the District transfer to the Town of Daleville their pipes for use as long as an interlocal agreement for treatment between Chesterfield and Daleville can be agreed upon. Motion passed 4-0 with three abstentions.

Mrs. Pat Cook, Royerton resident, inquired about Muncie Sanitary District's rate study. She was told she could make a request for it in writing to Muncie Sanitary District.

Respectfully submitted,

Mr. R. Maynard, President