

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

**January 8, 2020**

**Members present:** President R. Maynard, Mrs. J. Boyce, Mr. M. Jacobs, Mr. P. Olson, Mr. B. Walters, Mrs. B. Ragland, and Mr. R. Hensley

**Ex-Officio Member:**

**Staff present:** Director J. Richards, Mrs. P. Ring, Attorney Struble

**Others present:** Mr. Rob Bellucci and Mr. Wayne Bailey, Commonwealth Engineers

**President Maynard called the meeting to order at 3:00 P.M.**

**Election of Officers: Mr. Olson Nominated Mrs. Jo Boyce for the position of Secretary and motioned all other officers stay the same. Mr. Walters seconded. Motion passed 7-0.**

**Mrs. Ragland motioned to approve the December 4, 2019 meeting minutes. Mrs. Boyce seconded. Motion passed 7-0.**

**Mr. Olson moved to approve the claims from December 1<sup>st</sup> through 31<sup>st</sup>, 2019 totaling \$277,242.48. Mr. Jacobs seconded. Motion passed 7-0.**

Director Richards reported on collections. The amount outstanding this month is \$13,122.61 and two properties were capped off; last month it was \$12,762.02. We have collected 169 deposits and have refunded some due to on time payments. Mr. Jacobs had asked about adding fees to customer accounts for returned checks. Attorney Struble stated she could draft an ordinance allowing NSF fees charged to customer accounts. Discussion was held regarding how much to charge for NSF fees. **Mr. Walters motioned for Danyel to draft an ordinance to allow adding NSF fees in the amount of \$35.00 per transaction to customer accounts; this include all forms of payment. Mrs. Boyce seconded. Motion passed 7-0.**

Attorney Struble stated she drafted a complaint against John Clarke and it will be filed soon. The meeting with the PR firm went well. They revised a tool kit in the amount of \$12,500.00 to be proposed and discussed when the Board is ready to proceed. Mr. Olson asked for clarification of when their offer expires. Mr. Jacobs does not understand the need for the firm; he believes the office staff can deal with it. Mrs. Boyce stated the PR firm's position would be to redirect the negative to positive; Mr. Olson commented their job is to craft the message we need to relay to the public so it will be told properly. **Mrs. Boyce motioned to table the PR firm for 30 days. Mrs. Ragland seconded. Motion passed. 7-0.** Attorney Struble informed the Board one of the bids for the Westbrook project was not picked up with the other bids to be read last meeting. It is added in writing on the bid list and is considered to be accurate and here on time.

Discussion was held regarding Marathon and Buckeye. There has been no progress made as of yet.

Mr. Bellucci stated the low bidder for Division A of the Westbrook project is Atlas Excavating. Their bid came in at \$3.1 million and they are capable of performing the scope of work. The low bidder for Division B of the Westbrook project is SAK; he hasn't worked with them but they worked with Citizens Energy out of Indianapolis and he also called their other references. He is recommending both pending official review by Attorney Struble and Commonwealth. **Mr. Olson motioned to approve Atlas Excavating and SAK pending official review. Mrs. Ragland seconded. Motion passed 7-0.**

**Mr. Olson motioned to approve Attorney Struble's contract. Mr. Walters seconded. Motion passed 7-0.**

**Mr. Olson motioned to approve the 2020 Budget. Mrs. Boyce seconded. Motion passed 7-0.** Mr. Jacobs would like to work with Director Richards regarding insurance plans for the employees for next year. Mrs. Boyce asked about the direction of the wastewater treatment plant project. Attorney Struble stated she and Mr. Brooke would like to see what the Muncie Sanitary District Board make up might be in the future due to the new mayor and possibly sit down with the mayor and or MSD one more time to see if they would lower our rate for treatment one last time before making the recommendation to move forward. President Maynard stated we have until March to make a decision. The sale of Daleville played a role too and the Town of Daleville does not have the money to purchase the Daleville system from us. Attorney Struble hopes to have more answers next month.

Hearing no further comments, President Maynard adjourned the meeting.

Respectfully submitted,

  
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Mr. R. Maynard, President