

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

May 6, 2020

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

Ex-Officio Member:

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

Others present: Mr. Wayne Bailey and Mr. Rob Bellucci, Commonwealth Engineers and Mr. Craig Lotz, CROWE LLP

Through the direction of President Maynard, Director Richards called the Board meeting to order at 3:00 pm.

Mr. Olson moved to approve the claims from April 1st through 30th, 2020 totaling \$196,202.94. Mrs. Ragland seconded. Roll call vote: President R. Maynard, yes; Mrs. J. Boyce, yes; Mr. M. Jacobs, yes; Mr. B. Walters, yes; Mr. P. Olson, yes; Mrs. Ragland, yes; and Mr. R. Hensley, yes. Motion passed 7-0.

Mrs. Ragland motioned to approve the Sewage Works Revenue Bond 2020R-01 Series A with funding agreement and the Sewage Works Revenue Refunding Bond 2020R-02 with funding agreement. Mrs. Boyce seconded. Roll call vote: President R. Maynard, yes; Mrs. J. Boyce, yes; Mr. M. Jacobs, yes; Mr. B. Walters, yes; Mr. P. Olson, yes; Mrs. Ragland, yes; and Mr. R. Hensley, yes. Motion passed 7-0.

Mrs. Ragland motioned to approve Ordinance 2020-04. President Maynard seconded. Roll call vote: President R. Maynard, yes; Mrs. J. Boyce, yes; Mr. M. Jacobs, yes; Mr. B. Walters, yes; Mr. P. Olson, yes; Mrs. Ragland, yes; and Mr. R. Hensley, yes. Motion passed 7-0.

Director Richards reported the total amount due for delinquent accounts is \$17,600.40. The County Commissioner's provided masks for our employees; and the office is down to the last amount of hand sanitizer. He and Attorney Struble put together a letter to the customers regarding the new rates and it will be mailed tomorrow. An informational letter was sent to the Country Village and Creekwood Homeowner's Association as requested. A new pump was purchased for a lift station in the Westbrook area for \$3,977.00; it would've cost more to be rebuilt. A special Board meeting to approve the Yorktown treatment contract will be held next Wednesday, May 13, 2020 at 2:00 pm via Zoom.

Attorney Struble sent a letter to Alton Sneed's attorney regarding his sewer bill. The sites for a treatment plant are still being researched. She is consulting with Jennifer Wilson, CROWE, LLC regarding the Yorktown treatment contract. Discussion was held regarding office procedures as the building opens up to the public. **Mr. Olson motioned to not accept cash payments until May 18, 2020. Mrs.**

Boyce seconded. Roll call vote: President R. Maynard, yes; Mrs. J. Boyce, yes; Mr. M. Jacobs, yes; Mr. B. Walters, yes; Mr. P. Olson, yes; Mrs. Ragland, yes; and Mr. R. Hensley, yes. Motion passed 7-0.

A representative of A and D Rentals, 2012 W. Royerton Rd., Muncie IN, 47303, addressed the Board. He owns two duplexes and wants to know why each duplex is billed one bill per side. Director Richards explained each side is billed as one EDU (Equivalent Dwelling User).

Mrs. Ragland motioned for adjournment. Mr. Jacobs seconded. Roll call vote: President R. Maynard, yes; Mrs. J. Boyce, yes; Mr. M. Jacobs, yes; Mr. B. Walters, yes; Mr. P. Olson, yes; Mrs. Ragland, yes; and Mr. R. Hensley, yes. Motion passed 7-0.

Hearing no further comments, President Maynard adjourned the meeting.

Respectfully submitted,



Mr. R. Maynard, President

Commonwealth Engineers, Inc.

Progress / Status Report

TO: DCRWD **Report Period:** 4-25-20 thru 5-31-20
FROM: CEI **Client:** DCRWD
DATE: 6-3-20

LAST MONTH ACTIVITIES:

- Attended 5-6-20 District Meeting
- Attended 4-30-20 Public Meeting for Sewer Rates.
- Attended 5-13-20 Special Meeting for Yorktown Agreement.
- Attended 5-21-20 SRF Pre-closing Conf. Call for Westbrook Project.
- Attended 5-21-20 site visit with Westbrook Project Interceptor Contractor (Division "A").
- Attended 5-29-20 site visit with County Bridge Project Contractor.
- Ongoing coordination with SRF, Crowe, and Barnes & Thornburg (Bond Counsel) for the Westbrook sewer project.
- Ongoing coordination with Delaware County and IDEM for Westbrook Project Erosion Control Plan.
- Assembled of Contract Documents for the Westbrook Project in anticipation of executing and issuing NTP on 6-4-20.
- WWTP Project USDA RDAApply funding application process ongoing.
- Ongoing coordination with the District's Attorney on the WWTP site selection initiative.

WORK ANTICIPATED NEXT MONTH:

- Close on SRF financing for Westbrook Sewer Project (6-4-20).
- Conduct pre-construction meeting for the Westbrook Sewer Project (6-4-20).
- Finalize USDA funding application for the WWTP project
- Finalize financial component (EPA Financial Capability Analysis) for the Antidegradation Analysis for the Joint WWTP Project
- Ongoing assembly of the District MP / District Plan documents.
- Ongoing assistance to District Staff on the WWTP site selection initiative.

OTHER ONGOING INITIATIVES:

- None at this time