

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

November 6, 2021

Members present, roll call: President B. Walters, Mrs. J. Boyce, Mrs. B Ragland, Mr. R. Maynard, and Mr. M. Jacobs.

Ex-Officio Member: not present

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

Others present: Mr. Rob Bellucci, Mr. Wayne Bailey, and Mr. Thomas Barkley of Commonwealth Engineers

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

President Walters motioned to approve the October 6, 2021 meeting minutes. Mrs. Boyce Motioned. Mr. Maynard seconded. Motion passed 5-0.

President Walters asked for a motion to approve the claims from October 1 through October 29, 2021 totaling \$189,655.05. Mr. Maynard motioned. Mr. Jacobs seconded. Motion passed 5-0.

Attorney Struble presented drafts of the IMI and Farm Bureau purchase agreements to the Board. Mr. Maynard motioned for Attorney Struble to send out the draft purchase agreements to IMI and Farm Bureau. Mr. Jacobs seconded. Motion passed 5-0.

Director Richards asked the Board to write off a bad debt in the amount of \$218.02 due to Bankruptcy. Mrs. Boyce motioned to write off the amount of \$218.02 for the property located at 6314 N Mantel. Mr. Jacobs seconded. Motion passed 5-0.

Director Richards read the disbursement requests for Commonwealth, \$32,932.00 and Atlas, \$325,947.00; for a total of \$358,879.00. Mr. Maynard motioned to approve the disbursement requests in the amount of \$358,879.00. Mrs. Ragland seconded. Motion passed 5-0.

Director Richards shared a collection update with the Board. The amount past due last month was \$1,272.13 and this month is \$4,469.25. He asked the Board to amend the deposit section of the collections ordinance so we may be able to apply the customer's deposit to their bill if they are 60 days past due. The Board asked Attorney Struble to review and revise the ordinance then send it to the Board so they may review and vote on it during the December meeting.

Mr. Maynard asked the Board to update an ordinance regarding penalties due to mail delivery issues. Mr. Jacobs discussed updates to the software system and ways to be notified of and pay the bill besides mail. Mr. Maynard motioned it be the discretion of Director Richards and Mrs. Ring as to the removal of penalties. Motion was tabled.

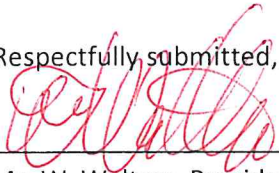
Attorney Struble and Director Richards had a conference call with Ashli Smith, Spotted Monkey PR firm, to see what she had to offer. There will be a proposal ready for submission tomorrow to discuss next meeting. **Mr. Maynard motioned to allow up to \$5,000.00 for Spotted Monkey's PR services for the remainder of 2021. President Walters seconded. Roll call vote: President B. Walters, yes; Mrs. J. Boyce, no; Mrs. B Ragland, yes; Mr. R. Maynard, yes; and Mr. M. Jacobs, yes. Motion passed 4-1.**

Mr. Bellucci reported the lift station work at the CR 600 bridge is done and new pumps are installed. Startup will take place next Tuesday, 11/9/21. Atlas is getting ready to make the first creek crossing at TK town; the worksite is being kept in order. Mr. Bellucci is wrapping up the last bit of the design for the Royerton area collection system improvements.

Mr. Wayne Bailey announced he is retiring and Mr. Thomas Barkley will be standing in for him.

Hearing no further comments, President Walters adjourned the meeting.

Respectfully submitted,



Mr. W. Walters, President