

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

**May 10, 2023**

**Members present, roll call:** Mr. W. Walters, Mr. R. Maynard, Mr. R. Hensley, Mrs. J. Boyce, Mr. P. Olson and Mrs. B. Ragland.

**Ex-Officio Member:** none present

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

**Others present:** Mr. Rob Bellucci, Commonwealth Eng.; Mrs. Jennifer Wilson, CROWE; Mrs. Ashli Smith, Spotted Monkey

President Walters called the meeting to order at 3:00 p.m.

Mrs. Ragland motioned to approve the April 5, 2023 meeting minutes. Mrs. Boyce seconded. Motion passed 6-0.

Mr. Olson motioned to approve the claims from April 1<sup>st</sup> through April 30<sup>th</sup>, 2023 totaling \$249,765.08. Mr. Maynard seconded. Motion passed 6-0.

Mrs. Jennifer Wilson of CROWE submitted an engagement letter for a rate study to the board for approval. Mr. Olson motioned to approve CROWE's engagement letter. Mrs. Boyce seconded. Motion passed 6-0.

Director Richards asked the board for approval of Structured Solutions' quote for manhole rehab in the amount of \$6,784.00. Mr. Maynard motioned to approve the Structured Solutions quote in the amount of \$6,784.00. Mr. Hensley seconded. Motion passed 6-0.

Attorney Struble stated the Overlook Drive designation of letter of intent is ready to be sent out if the board doesn't have any issues with it. The board has no changes to the letter. The Brodt waiver letter is ready to go out. The Board of Health must decide whether they meet the criteria for a waiver before our board can decide whether to issue one.

Director Richards stated the delinquent accounts are at \$562.97 over the entire collection area. Had one property disconnected and then reconnected after payment. The office is being audited by the State Board of Accounts; the board members will be invited to the Exit Interview by e-mail. Due to rags clogging pumps in a certain lift station we sent out over 130 letters to customers in the area of that lift station outlining what you can and can't put down the drain. We haven't had any clogged pumps since then.

Attorney Struble stated easements are being prepared for the Overlook Drive project. Director Richards and staff will get signatures for the easements. Mrs. Wilson, CROWE, is working on getting the refund of overpayment from Chesterfield.

Mrs. Ashli Smith addressed the board regarding her report. There was a meeting time change so she e-mailed our customers and posted the information of that change on Facebook. There was a link added to Invoice Cloud with our billing details. She is doing an informational video with Jason tomorrow.

Director Richards stated the Health Department has contacted us and Muncie Sanitary District stating there is a need for sewer service in the addition to the south of Tomlinson Cemetery; there are 136 homes to be serviced.

Mr. Bellucci addressed the board. The 600 W Westbrook project is closed out; we are now in the warranty period. Once we have signed temporary easements we can go to bid on the Overlook Drive project; he asked Attorney Struble to add to the customer letter essentially that if we tear it up, we'll fix it. The Royerton Relief project can be advertised by the end of next week.

Mr. Olson stated we should think about a 3-5 year capital improvement plan to go along with the rate study. President Walters asked Director Richards and Mr. Bellucci get with Mrs. Wilson and look at the next 3-5 years possible improvements. Mr. Bellucci stated the District has an asset management plan because of Westbrook project to revisit.

Hearing no further comments, President Walters adjourned the meeting.

Respectfully submitted,



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Mr. W. Walters, President