

Marshall County Regional Sewer District Board Meeting Minutes

Marshall County Building – 112 W. Jefferson Street, Room 203, Plymouth, IN 46563

The Marshall County Regional Sewer District Board met in a regular session on Wednesday, July 10, 2024, at 9:00 AM at the Marshall County Building located at 112 W. Jefferson Street, Room 203, 2nd Floor, Plymouth, IN 46563.

MEETING ATTENDANCE: The meeting was called to order at 9:00 AM by Thomas McFadden.

1. ROLL CALL:

MCRSD Board: Thomas McFadden, Brenda Meyers, Diann Parsons, Debbie Palmer, Jay Stone, Don Ecker, and Christopher Spire

Not Present:

Baker Tilly: Jeff Rowe by Zoom

Carson, LLP: Atty. Christopher Nusbaum

JPR: Jennifer Ransbottom and Kenneth K. Jones, Jr.

2. PUBLIC COMMENT:

Statement: Anyone wishing to speak needs to state their Name and Address for the record and will have 3 minutes to speak. Your comments will be made as a part of the public meeting.

NONE

Public Comments closed.

3. MEETING MINUTES:

Minutes from the Monthly Board meeting June 12, 2024, were presented, and reviewed by the board members. Debbie Palmer made a motion to approve the meeting minutes for the Monthly Board meeting. Motion seconded by Don Ecker, Jr. All were in favor. The motion was approved unanimously.

4. FINANCIAL REPORT and CLAIM APPROVALS:

Jennifer Ransbottom from JPR presented the monthly financials for June 2024. Account balance at the end of June was \$2,823,243.31 which included the BAN. The BAN closed on March 7th and monies of \$3,075,000 were received. Interest Income of \$11,009.16. There were disbursements of \$12,307.94. ARPA Grant balance is \$43,070.67.

Claims were discussed and reviewed in the amount of \$4,037.50 Invoices to be paid are as follows:

Carson LLP - \$4,037.50

Brenda Meyers made a Motion to Approve Financial Reports and Claims in the amount of \$4,037.50. Motion seconded by Christopher Spier. All were in favor. The motion was approved unanimously.

5. LEGAL COUNSEL UPDATE:

Christopher Nusbaum discussed the need to get started on obtaining easements for PSA #1. SRF wants 80-85% of the easements signed and obtained to move forward.

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The sample easements will be brought to the engineering committee meeting.

6. INSURANCE COMMITTEE UPDATE:

- a. None

7. ENGINEERING COMMITTEE UPDATE

- a. None

8. ENGINEERING UPDATE:

a. Project Tracking Tool

Kenneth K. Jones, Jr. reported on the JPR Tracking Tool. Allie indicated that the PER was submitted, and she is waiting for comments.

9. PRE-DESIGN ACTIVITIES:

Kenneth K. Jones Jr. reviewed the JPR Monthly Update Memo:

Progress since previous board meeting:

- a) Meeting with City of Plymouth Operator
 - i) Discussions on final connection point
 - ii) Discussions on lift station designs
- b) JPR is working on the right of way report – anticipated completion July 31, 2024
 - i) This is now in draft form.
- c) Land Acquisition
 - i) Pump station site sketches have been reviewed.
 - ii) Preliminary contact will be reviewed through Carson, and sites will be reviewed by the engineering board.
- d) Calling in utility locates
- e) Survey
 - i) Two (2) crews locating septic tanks and wells.

Planned progress before the next board meeting.

- f) Land Acquisition
 - i) Research property owners in the desired areas, possibly reach out.
- g) Continuing right of way research – ROW Report is in draft form.
- h) Topographic survey
 - i) Aerial
 - (1) Flying completed in early May, should be receiving topo soon.
 - (2) Processing by Williams Airmapping is still in progress.
 - ii) Ground - completed in June 2024
- i) Engineering Committee Meeting
 - i) Pump Station Sites
 - ii) Final PSA 1 Service Area
- j) Address any PER comments received by SRF – no comments have been received as of July 3, 2024

Discussion regarding ideal connection point at manhole. Need an easement from Railroad and need to get under the Railroad.

Chris Nusbaum indicated that he has reached out to the City regarding the interlocal agreement but has not heard anything back yet. Chris will also start reviewing the Sewer Use Ordinance.

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Kennth K. Jones, Jr. indicated that the Right-of-Way report was in a draft version and sent to consultants. They have roadway records for all roads except 2.

10. FINANCIAL CONSULTANT UPDATE:

a. Funding Announcements.

Jeff Rowe from Baker Tilly reviewed the PPL scores and ranks and all projects which were submitted for funding. The District scored #22 out of 105+ projects submitted. The top 11 projects will receive funding options. It is possible not all 11 projects will go forward with SRF. SRF is now sending letters to those projects with the notification of funding. Once they get all the feedback, they will then determine who will get funding.

Jeff Rowe indicated that it is not unusual to not get funded the first year. Jeff suspects the District will receive funding next year. Jeff Rowe and JPR will continue to stay connected with SRF and move forward with the project.

Jeff indicated that SRF has a certain point system they rate the projects for scoring. They also have half the funding this year as they did in previous years.

Without funding/grant loans the project estimated \$208/month. Still working to get the monthly invoice around \$100/month.

Jeff Rowe also discussed other funding options like OCRA which would only provide \$700K grant maximum. USDA/RD offers grants based on income/user rates. They just do not have any money currently but might in October/November this year.

Jeff indicated that SRF is the best for funding options. Those that did get funding have to have design/bid/close by March 31, 2025. It is a tight window and will see over next 45 days if any of the top 11 projects fall off the list and the District moves up. Jeff will continue to stay connected with SRF.

Jeff believes it is likely the project will be in the fundable range next year. SRF does not know what funding it will get next year for projects.

11. ANY OTHER BUSINESS:

a. Regional Planning Meeting

Brenda attended the meeting at North Central Region on Thursday, June 20, 2024 @ 1-2:30 pm, for the District.

ADJOURNMENT:

Brenda Meyers made a motion to adjourn the meeting. Motion was seconded by Don Ecker, Jr. All were in favor. The motion was approved unanimously.
The meeting adjourned at 9:25 AM.