

**TOWN OF ROACHDALE
SPECIAL MEETING MINUTES
March 30, 2022**

The Roachdale Town Council held a Special Meeting on Wednesday, March 30, 2022, 5:30 P.M. at the Roachdale Community Building, 204 N Indiana Street, Roachdale, Indiana.

President Holly Cook called the Special Meeting to order at 5:38 p.m. after recognizing that the agenda was posted pursuant to the Indiana Open Door Law and that a quorum was present

Council Members Present: President Holly Cook, Rick Miles Jr, Katrina Asher

Council Members Absent: None

Clerk-Treasurer, Town Superintendent present

Guests Present: Patrick Callahan, Mike Kleinpeter, Barry Tharp, Derick Wiggins, Zac Hazzard

1. Pat Callahan, Callahan Utility Consulting, introduced himself and stated that he has been the Town of Roachdale's rate consultant since 1983. Pat presented and discussed the Preliminary Rate Study for the proposed wastewater construction project and explained each scenario. Pat stated that the wastewater revenues are consistent and that the last rate increase was in 2014. Pat explained that the information presented will change as bids come in and stressed that grant money is very important in keeping the rates down and that it will take a lot of grant money to reduce rates. Pat stated that there is a possibility that the SRF may buy down rates but he does not know what the threshold is.
2. 1st Public Hearing Town of Roachdale Wastewater Construction Grant – President Holly Cook opened the Public Hearing for the OCRA wastewater construction grant at 5:45 after the presentation by Pat Callahan. Mike Kleinpeter, Kleinpeter Consulting Group was the facilitator for the public hearing and I have attached his minutes of the public hearing.
3. Public Comments – Public comment time was provided, however, no comments were made.
4. Utility Laborer Job Opening – President Holly Cook stated that Levin Chinn had submitted his letter of resignation on March 24th and his last day of employment will be April 8th. Katrina Asher asked how the Council determines the process for filling the position and President Holly Cook stated that she will contact the town's attorney Dave Peebles for direction. Barry Tharp asked who would be conducting interviews and President Holly Cook stated that interviews would be conducted by the Council.

The Council decided to have an executive session on April 6th at 6:00 p.m. for the quarterly employee reviews.

Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to have Mike Kleinpeter prepare the survey discussed in the public hearing to send to every household. Mike Kleinpeter stated as part of the OCRA grant we also need to have residents write letters of support for the project.

Motion by Rick Miles Jr, second by President Holly Cook, vote unanimous, to adjourn the Special Meeting at 6:38 p.m.

PUBLIC HEARING
Town of Roachdale
Wastewater Construction Grant

1. Date: 3/30/22 Time: 5:30p.m.
2. Call to Order: Holly Cook, Town Council President
3. Facilitator: Mike Kleinpeter of Kleinpeter Consulting Group
4. Discussion: Wastewater Construction Grant

The Town of Roachdale conducted their 1st public hearing for their OCRA wastewater construction grant. The public hearing was held on Wednesday, March 30, 2022, at 5:45 p.m. at the community center located at 204 N. Indiana Street. The meeting started with a presentation by the rate consultants Pat Callahan which delayed the public hearing until 5:45. Town Council President Holly Cook opening the public hearing at 5:45.

Mike Kleinpeter noted that there was a sign in sheet that is being passed around. The notice for this public hearing was posted in the Banner Graphic on March 18, 2022. The purpose of this hearing is to discuss the application to the Indiana Office of Community and Rural Affairs and also for the SRF grant application. The city is applying for a grant in the amount of \$700,000 and will be contributing a local match of \$2,100,000 from SRF funds. This is different than what our advertisement stated. Our advertisement stated \$1,800,000 in SRF funds, \$100,000 in wastewater operating and \$200,000 in APRA funds.

A proposal will be submitted to OCRA on 4/28/2022. OCRA will then come out and conducted a site visit in May. Funds available for the water/wastewater OCRA program for limited and applications are competitive. OCRA will receive all the applications turned in will score them, then will distribute funds from highest score on down until they run out of money. The Town will need a minimum score of 450 to be eligible to receive funding. Award announcements are in August of 2022. We need to show that this project benefits residents and resident support is a huge part of this project. On the Town's Facebook page, there is a residential survey. We encourage everyone to take this survey it is just 5 or 6 questions that we need to include in our grant application. The more responses we receive, the more it will help our application. We will also need letters of support if you are a resident that is impacted from this project, please write letters stating what issues you are facing and how this project will assist.

Mike turned it over to Derick Wiggins with Midwestern Engineers who is assisting the Town with this project.

Derick stated that as many of you know we have talked about this project for awhile now. The Town is on an IDEM agreed order for their wastewater system. The Town was put on an IDEM agreed order back in 2017. The town's wastewater system has inflow and infiltration into their wastewater system. This is causing the wastewater treatment plant to run greater than capacity at times. The Town's wastewater collection system was constructed in 1970 and consists of about 38,845 LF of 10", 8" and 6" pipe. The Town as part of the preliminary study televised the wastewater collection system. The findings were

that 83% of the system is vitrified clay pipe while 17% of the system is previous cured in place pipe or PVC. The Town has one main lift station that pumps to the wastewater treatment plant and a lift station on the north side of Town.

The Town has a total of 113 manhole lids in the system. Manhole lids are important because if they aren't sealed up this allows for an opportunity for stormwater to enter the wastewater system. In total out of the 113 there are 101 that need either raised or lower to prevent water from getting into them.

During the televising of the sewer there were 11 spots where sewer line repointing would need to be done prior to the CIPP lining. The televising identified 600 linear feet of 6", 25,000 linear feet of 8" and 10,000 linear feet of 10" that need relined as part of this project.

Improvements will also be made at the wastewater treatment plant. Around 2017 the channel grinder at the headworks upgraded to a vertical mechanical screen, and main lift stations with new influent meters, two (2) new blower and variable frequency drives. The design average flow of the wastewater treatment plant is 0.16 MGD. The actual flows in 2020 were 0.10 which is under the designed limit. This was good. The design peak flow is 0.48 MGD. This is the problem with our system. Our peak flows are higher than what the plant can handle. In 2020 for example our actual peak flow was 0.618 MGD and the peak influent flow happened in 2018 which was 0.712 MGD to give you another reference point. This is why IDEM is telling us we need to do something.

This project also includes other improvements such as an equalization basin of about 350,000 gallons. This will allow this basin to catch the excess flows to hold until the plant has capacity and then control release it to the plant.

Other improvements at the plant include ultraviolet light disinfection to replace chlorine disinfection and a beam at the wastewater treatment plant. If the wastewater treatment plant beam were to collapse the wastewater treatment plant would become inoperable. This beam sits just above the air header which provides the wastewater treatment plant with oxygen to keep the plant alive. If the beam falls through it will break the air header. This beam currently is bowing and has holes in it because it is past its useful life.

This project will include everything discussed including manhole rehabilitation, sewer line point repairs, CIPP sewer lining, installation of an equalization basin, Ultraviolet light disinfectant, and support beam replacement at the wastewater treatment plant. These are the top four priorities which has a total project cost of \$2,800,000 for the OCRA project.

Additionally, we are doing a public hearing for the SRF project and everything you have heard here is correct. The only difference is that in addition to the projects that have been mentioned the Town will also be looking to replace service laterals and the remaining CIPP lining and the WWTP UV lighting project. The total project costs for these alternatives is \$5,200,000 and is what our application to SRF is for in its entirety.

The floor is open for public comment and questions.

There was discussion about rates. Debbie stated that this project has to happen due to being on an IDEM agreed order. We aren't happy about the rate increases but if we don't do the project IDEM will fine us and then force us to do this project.

Rick stated that really when looking at the rate analysis sheet we are looking at a rate increase of anywhere from \$31.81 to \$36.68 based on the scenario G and scenario J presented here before us for 4,000 gallons. If we get a buy down that would be even better.

Katrina asked how much an impact the ARPA funds had on the rates. Pat said for every 100,000 it is a roughly a dollar rate decrease.

Mike Kleinpeter discussed the residential survey that the Town will be mailing to every resident's home to gather residential input for the project. The survey will also be made available electronically via SurveyMonkey.

Rick also mentioned that the SRF fund could buy down our rate potentially which would be nice to help offset the rate increase to customers.

Nick Miller stated that IDEM understands that the Town was working on getting in compliance but at their most recent visit Jessica the IDEM inspector is concerned on whether we really are moving forward. She was happy to hear we had a public hearing scheduled on 3/30/22 and the project was moving forward.

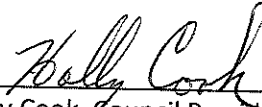
Mike also reminded everyone that comments will be accepted for 5 days after the public hearing. Also, the PER is available at Town Hall for residents to review.

The public hearing ends.

Michael Kleinpeter

Mike Kleinpeter
Kleinpeter Consulting Group, LLC

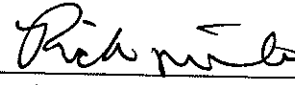
TOWN COUNCIL:



Holly Cook, Council President



Katrina Asher, Council Member



Rick Miles Jr, Council Member

Attest:



Debbie Sillery, Clerk-Treasurer