



Manager's Agenda

Board Meeting

December 18, 2006

➤ **DOCUMENTS ATTACHED**

- Agenda
- Meeting Minutes
 - *November 20, 2006, regular monthly* (Agenda Item)
- Claim & Transfer Dockets
 - *November 2006* (Agenda Item)
- Website Documents
 - *Home Page test*
 - *Manager's Article*
- Monthly Financial Charts
 - *November 2006* (Agenda Item)
- 2007 Budget (Final)
 - *For presentation and discussion* (Agenda Item)
- Letter; USDA Rural Development
 - *Project Financing Pre-Application response*
- Letters, CSL request for
 - *Request for waiving penalties and "Fee for Non-Payment"*
 - *Notice of damage to dam and its potential impact on an existing sewer line.*
- Letter, [REDACTED], [REDACTED], [REDACTED] W. Cty Rd 300 North
 - *Request for a sewer release*

➤ **GENERAL INFORMATION**

- Common Water/Sewer Department Issues:
 - **JNRU Web Site is now online at: www.JNRU.org**
 - Please take the time to view the website so that we can all be familiar with navigating the site. This will help when guiding customers and other persons with an interest toward the website for additional and up to date information about the utility.
 - I've provided a copy of each of the following:
 - HOME page text titled: "Some Facts About JNRU"....: and "Some Facts About Our Website..."



- Manager's Article titled: "Communication is key while challenges are being met".

- **Country Squire Lakes Association**
 - Property Taxes
 - CSL is being billed for property tax on JNRU buildings located on their green space properties. CSL's manager and I spoke to the County Assessor's office about this billing error and I will follow up with the necessary documents to correct it this week.
 - Request for penalty waiver
 - CSL is requesting a waiver from the penalties and "Fee for Non-Payment" based upon their recent financial circumstances. See letter attached.
 - Crestwood Dam
 - CSL is in the process of a dam repair project and are inquiring as to JNRU's intent to address the sewer line located in the top of the Crestwood dam.
 - The sewer line was recently uncovered and exposed by heavy rains when the dam overflowed and needs attention. We are currently looking at our options for relocating the sewer line and will be responding to CSL within the week.

- [REDACTED] [REDACTED]
 - Request for sewer waiver...see letter attached

- **2006 Financial Planning Charts**
 - 11-Month Review; Q&A w/ Board and public. (*Attached*)

- **Final Budget 2007 Presentation**
 - Frequency and amount of rate adjustments: *Dependent upon many factors, including those listed below:*
 - **Inflation:**
 - *Approximately 3-5% per year*
 - **Loss of customers:**
 - *Minus 3% per year on average for five previous years.*
 - **Cost of service v. Cost of O,M & R:**
 - Purchased water from Jennings Water, Inc.:
 - 41% of water budget



- Debt expense:
 - 22% of water budget
 - 42% of sewer budget
- Capital Improvements Funds:
 - Practically non-existent, cut from budget over consecutive years after years of system neglect.
- Agreed Orders:
 - Several million dollars worth of sewer projects need to be completed to be in compliance with IDEM at the WWTP, CSL collection system and the Hayden community.
- **Rate Study Group (reforming)**
 - Some members of the previous Rate Study Group have already volunteered to be a part of the newly forming group; I do not anticipate an initial meeting until after the first of the year.
- Water Department
 - **2007 Water Budget (Above)**
- Sewer Department
 - **Wastewater Treatment Plant (WWTP)**
 - No Violations in November: We're prepared for winter and again anticipate shutting down the plant and diverting flows to the lagoons when water-freezing temperatures set in. Also, read comments from RD attached.
 - **IDEM Agreed Order; WWTP**
 - Pending funding to complete project; comments from RD attached.
 - **IDEM Agreed Order; CSL Sewer Collection System**
 - Collection System Evaluation and Rehabilitation Plan (CSERP); due February 28, 2007 per board's letter requesting an extension. In progress...Also, read comments from RD attached.



3847 Country Manor West - P.O. Box 18 - North Vernon, Indiana 47265

Office: (812) 346-5500 - Fax: (812) 346-0838 - www.JNRU.org

- **Presentation:** Update of the CSERP by Commonwealth; Q&A with the Board, staff and public to assist with the final submittal.
- **January 15, 2007:** Schedule Public Hearing for 6:00PM; I'm suggesting the January board meeting be combined with the public hearing and held at the CSL clubhouse to encourage a larger turnout for this significant CSL project.
- **February 2007:** Submit to IDEM

- **IDEM Agreed Order; Hayden Community Sewers**
 - Lynne Newlon, Regional Sewer District Coordinator for IDEM, recently notified me that she will be processing JNRU's petition to deannex the Hayden community from the District. This area would include most of Spencer township, but excluding the property owned by the District where the sewage plant is located and areas within the township where JNRU has already installed sewer piping, whether actively in service or not. The process would then go to the next level of IDEM review for additional approval.
 - Lynne asked if there were any final thoughts before this moved through the channels at IDEM. I suggested that I bring this to the board's attention at tonight's meeting for discussion and respond back to her after the meeting.

- **Phase I Sewer Expansion Project**
 - Pending funding to complete project. Also, read comments from RD attached.

- **Rural Development; Grant/Loan pre-application**
 - Response letter attached for discussion

- **2007 Sewer Budget (Above)**



3847 Country Manor West - P.O. Box 18 - North Vernon, Indiana 47265

Office: (812) 346-5500 - Fax: (812) 346-0838 - www.JNRU.org

➤ **DOCUMENTS TO REMEMBER**

- Board Meeting Minutes approval
 - **November 20, 2006: (Monthly Meeting)**

- Claim Dockets
 - **November 2006**

- DMR/MRO signatures
 - **November 2006 reports**