



Manager's Agenda

Board Meeting

March 16, 2009

DOCUMENTS ATTACHED

- Agenda
- Meeting Minutes(Board Agenda)
 - February 16, 2009
- Claims & Transfer Dockets(Board Agenda)
 - February 2009
- Monthly Financial Planning Charts
 - February 2009
- Documents; H.J. Umbaugh
 - Water Rate Study Agreement(Board Agenda)
 - Sewer Project Agreement(Board Agenda)
 - Letter to SRF dated March 13, 2009
- Income Survey(Board Agenda)
 - Forms w/ instructions

DEPARTMENTAL INFORMATION

- Sewer Department
 - **Wastewater Treatment Plant (WWTP)**
 - Two ammonia violations in February: the plant will continue to fluctuate between meeting limits and being out of limits during the winter recovery months.
 - **Sewer Project Update**
 - Manager's Comments from the Public Hearing on March 5, 2009 are now web available.
 - The JNRU field crew will continue working on the sewer collection system as listed below:
 - **Lot-To-Lot Survey**: Ongoing lot-to-lot survey looking for inflow/infiltration (I/I) into the gravity sewer system; repairing problems as they find them throughout CSL.
 - **Plans & Specifications**: Commonwealth staff will work with JNRU staff for several weeks to verify existing sewer system locations and



best placement for new installations, relocation, and special circumstances.

○ **Sewer Improvement Project Schedule**

- *JNRU Submits Pre-Engineering Report (PER)..... March 2009*
- *ISFA Authorizes Plans & Specifications..... March 2009*
- *IDEM Approves SRF PER April 2009*
- *JNRU Submits Plans & Specifications to IDEM..... May 2009*
- *IDEM Issues Construction Permit June 2009*
- *JNRU Advertises for Construction Bids..... June 2009*
- *JNRU Opens Construction Bids..... June 2009*
- *JNRU Closes on SRF Financing..... July 2009*
- *Construction Begins..... July 2009*
- *Construction Substantially Complete..... November 2010*
- *Initiation of Operation December 2010*

○ **Income Survey; Sewer Project Grant Application**

- Qualifying for Grants: The income survey is necessary to qualify for a Community Development Block Grant, administered by the Indiana Office of Community and Rural Affairs (OCRA).
- State Press Release: The Indiana Finance Authority (IFA) scheduled a Press Release in the North Vernon Plain Dealer and Sun during the week of March 16-20, 2009.
- JNRU Website Postings: The IFA *Press Release* is on the JNRU website homepage. The *Manager's Comments* and the "Project Data Summary" handout from the Public Hearing held on March 5, 2009 are also on the website.
- Volunteers Needed: Office staff has already begun the income survey at the utility office by interviewing customers while they visit the office to make payments or when they call to ask questions or make credit card payments over the telephone. We will need additional volunteers from the community to complete the survey in a timely manner though.

● Water Department

○ **Water Rate Study; Financial Services Agreement**

- JNRU is responsible for reviewing water service rates periodically to maintain a stable revenue stream that will be adequate to pay for the cost of operating and maintaining the utility. The current water rates were set in *Ordinance 2006-2* dated August 21, 2006. The current water rate is insufficient to operate and maintain the waterworks at today's standard. Further cutbacks and/or delays will only result in additional water loss, lower water quality, and infrastructure failures.



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

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- **Water Loss**
 - January-February water loss average is 21%.
- **Capital Purchases (Important)**
 - Pressure Reducing Valves; Re. 2008 reports and discussions...; the water utility will need to borrow from the sewer department in order to purchase and install these money saving devices.
 - Touch-read meters: Ongoing meter change-out program; 140 meters/year for 10-year change out. The water department will have to borrow from the sewer department in order to purchase meters this year.
- **Flush Hydrants (Ongoing...)**
 - JNRU purchased fourteen (14) flush hydrants in 2008 and they are now on schedule for installation beginning this spring. JNRU will need to purchase and install approximately fifty-three (53) hydrants to flush all of the dead end water lines.
- Common Water/Sewer Department Information:
 - **Country Squire Lakes (CSL) Home Owner's Association**
 - Dues & Assessments; Once again we have received billing statements from CSL for dues and assessments on several lots owned by JNRU. To date, JNRU has not paid any of the dues or assessments. Cadie Mathis, JNRU's new Treasurer, recently had a discussion with Brad Ruple, the CSL Treasurer, in which it appears as though Mr. Ruple is willing to work with JNRU to resolve the disputed billings. Currently, the proposed resolution will involve a mutual agreement where CSL will not bill JNRU for *dues and assessments* if JNRU will stop billing CSL for *availability fees*. This could be an agreeable resolution as long as both parties pursue neither *past-due balances* nor *credits for previous payments*. I could approach the CSL board tomorrow night at their board meeting if the JNRU board could vote on this resolution tonight.
 - **2009 Mowing Quotes**
 - 2009 Mowing Quotation/Specifications forms will be available at the utility office early next week; return completed quotes to the utility office on or before April 10, 2009. The specifications will also be available at www.JNRU.org.
 - **Credit Card Payments**
 - The credit card option is becoming more popular as customers are realizing that it's a payment option.



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- **Upcoming Topics**
 - Sewage Works Bond Payments; Jim McGoff..
 - 2009-2012 Budgets; changes for 2009 and beyond
 - Other Capital Purchases