

## REGULAR MEETING

Pursuant to notice, Fred Buckingham, Chairman, called the meeting to order at 9:05 a.m., on June 13, 2024. Those in attendance: Fred Buckingham, Chairman; Jeff Wood, Director; Beverly Matthews, Vice Chair; Angela Wirth, Finance Secretary; Micah Sarabyn, Project Manager; Jennifer Hess, Counsel; Lou Savka, Triad Associates; Corey Foster, Maintenance Supervisor; John Thurman, Maintenance Supervisor; ~~and Supervisor; and~~ Thomas Garrett, Maintenance; Darrin Garrett, Triad Engineering; Ryan Heathco; Communications. Chrissy Hayes, freeholder, was also in attendance.

Ms. Hayes voiced her concern about televising on Chelsea Street. Mr. Garrett assured Ms Hayes that CSC will do the televising and that it will go well and provided contact information in the event she has additional concerns.

Mr. ~~Foster provided~~ Foster provided the Maintenance Report. He noted that the work performed by Calumet is complete. GRIPP came to the District to discuss the new flow meter and how/where it will be installed. Commercial Sewer televised a main by the airport after the airport cleared out the brush. Inliner completed 10,850 LF of cipp lining and SLB completed 52 feet of PVC. Mr. Foster stated that he, John Thurman, and Thomas Garrett replaced 43 manhole lids. The maintenance crew smoke tested approximately 500 feet with no issues off of Taft Avenue. Mr. Buckingham thanked Mr. Foster for his report. Mr. Buckingham asked if anyone had any questions or concerns; they did not.

Mr. Buckingham asked Mr. Savka of Triad to update the Board on the various projects being overseen by Triad. Mr. Savka discussed the Sanitary Sewer Collection System Project stating the contractor had completed approximately 20% of the work. Mr. Savka also stated manholes are being logged to be replaced with new lids. Ms. Sarabyn ordered the new manhole lids and will have the District info as follows: BDCD Sewer. Mrs. Savka submitted a second pay claim from the contractor and is in the process of approving and sending to Ms. Wirth to forward to Mr. Brock for his approval and forward to the SRF agent for payment. Mr. Savka also stated that at some point repairs and lining were being completed in the West Indy project area. The timing of the West Indy project will play a role in determining the project scope and timeframe. Mr. Savka stated that Ms. Hess had prepared an agreement regarding IAA arrearages and charges going forward for property owed by IAA within the boundaries of the BDCD District.

Mr. Brock provided a financial report for May with regard to the billing rates and budget. Mr. Brock reiterated the \$2,500,000 Bond Issue with First Merchants and how the annual debt service will average \$175,612.

Mr. Brock also provided information on the SRF Bond issuance in March and how the loan is set up for a 35 year term at a rate of 2.30%. The savings to the District is approximately \$5,241,146 by using the SRF funding. Again, this savings will result in a savings to be passed on to the customers and the purpose of this loan is to re-line and repair major portions of the District's collection main system. The ultimate goal is a reduction in flows sent to Citizens for treatment and thus a reduction in the monthly sewer treatment payments to Citizens.

Mr. Brock stated he will be meeting with Ms. Wirth in July and August to provide figures for the DLGF and their review of the 2025 Budget. Mr. Brock noted the Ready Grant and TIF opportunities for the airport property.

Mr. Brock provided cash balances as of May 30, 2024, account receivable balances and spoke about the success of Trust Indiana and the investment revenue this program is providing for the District.

Ms. Hess provided a proposed agreement for the Board to review regarding properties owned by the Indianapolis Airport Authority ("IAA"). Several revisions were made. Mr. Wood made a motion to approve the revised proposed agreement. Mrs. Matthews seconded the motion and Mr. Buckingham was also in agreement. Motion passed. The proposed agreement with the IAA was approved by the Board for submission to the IAA.

Ms. Hess mentioned the District should obtain an AED as well as have the staff complete CPR Training. Ms. Hess also mentioned she was having Ms. Wirth look into Long Term Disability Insurance for the District Employees.

Mr. Heathco updated the Board with information on the District's website which he maintains and updates. The website is now providing access for permit applications to be completed and processed. Mr. Heathco also stated he is updating the maintenance portal of the website to reflect current infrastructure progress and work that has been completed.

Mrs. Sarabyn collected \$17,230.66 for May 2024. The TRECS reporting is going well, and Mrs. Sarabyn submits weekly to the State each Tuesday. Many residents are receiving letters from the state/IRS and they are coming in to pay their bills in full. Mrs. Sarabyn was recently able to get Nexbillpay to fix the problem customers were having in paying their bills online.

This was only applicable to the customers who had portals set up. Mrs. Sarabyn filed 34 business liens and sent out a mass email to all portal users updating them on the fix. The new flow meter has been ordered through Gripp, Incorporated, Mr. Fred Buckingham signed off on the purchase. Mrs. Sarabyn has selected Ferguson for the custom manhole lids and has begun the ordering process. Mrs. Sarabyn received the work permit approval from the IAA and CSC has begun work on the project. Mrs. Sarabyn sent the 4 segments of the Districts area to Frontier GeoSpatial for them to use their GPR and assist in locating laterals. Mrs. Sarabyn has been in contact with the company working on the project of the new Seeds of Hope facility.

Mrs. Wirth reconciled the May Chase Bank 2 Account and May Chase Accounts 3 and the Trust Indiana Account. A 4<sup>th</sup> payment will be sent on the 15<sup>th</sup> for the Principal and Interest to repay BNY Mellon Bank for the SRF loan. Mrs. Wirth spent time with Mulhaupt (General Alarm) formerly JC Alarm Co to provide quotes on an updated alarm system for the 703 building and the 629 building. Mulhaupt will be out to install on Wednesday, June 12 and Thursday June 13 to complete the alarm installation. Mrs. Wirth selected Verizon to provide the Districts new internet service and has eliminated the traditional fax line, but now the District can send and receive faxes via "E Fax" online.


Thomas Garrett has been added to the company vehicle insurance and has received keys, alarm code, a cell phone, a new tablet for Silversmith and training from Brandon Cook who came to instruct and review training with Mr. Thurman and Mr. Foster as well. The maintenance staff has new uniforms ordered and received as well as a new safety windbreaker reversible jacket. Ms. Baker completed the Excel training and is working on liens with Mrs. Sarabyn and check registers with Mrs. Wirth.

Mrs. Wirth met with Jared Evans regarding the 900 S. Tibbs Property. The District had Galindo Brothers come and cut and take down brush for \$200.00. The maintenance staff has also supplemented these efforts.

Mrs. Wirth also met with Mr. Michael Ellis of Heritage/Crystal Clean and was able to get approval on all toxic chemicals to be disposed of from the 629 S. Tibbs small garage. To date, (2) two-fifty-gallon drums: one gasoline, one gas oil combo have been picked up and disposed of properly. The remaining items have been approved for pick up and should be properly disposed of by or before month end. Mrs. Wirth and Mrs. Sarabyn met with MSA and Core and Main regarding safety equipment and gas meter equipment for confined spaces

(manholes). Mrs. Wirth reached out to McGowan and received videos to watch for safety and proper lifting techniques. All employees had to watch the videos and execute a completion sheet. Rex Blanton from Alliance of Indiana Rural Water came out and provided training and had a Q&A for all staff for proper lifting and safety techniques. Mrs. Wirth met with Mr. Robert Peel of Insurance Brokerage Alternatives LLP to discuss Long-Term Disability and the differences in cost to the District. Mrs. Wirth also created a form for all maintenance workers to execute regarding wearing steel toe shoes and or boots during work. Ms. Hess also completed a waiver regarding these safety items.

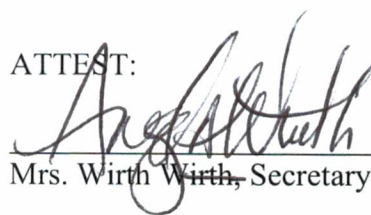
Mr. Buckingham asked if anyone had any additional comments or concerns, they did not. Mr. Wood made a motion to approve the May 2024 Minutes. Mrs. Matthews seconded the motion and Mrs. Buckingham also approved. There being no further business to come before the Board at this time, Mr. Buckingham, Chairman, motioned to adjourn the meeting. Mr. Wood seconded the motion and Mrs. Matthews was also in agreement. Motion passed. The meeting adjourned at 11:11 a.m. The next meeting of the Board of Directors of the Ben Davis Conservancy District will take place on Thursday, July 11, 2024 at 9:00 a.m.

  
Fred F. Buckingham, Chairman

  
Beverly A. Matthews, Vice Chairman

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Jeff T. Wood, Director

ATTEST:

  
Mrs. Wirth, Secretary