

MINUTES
HAMILTON COUNTY REGIONAL UTILITY DISTRICT
BOARD OF TRUSTEES
FEBRUARY 10, 2025

Hamilton County Government & Judicial Center
Commissioners Courtroom
One Hamilton County Square
Noblesville, Indiana

President Mark Heirbrandt called the meeting to order at 10:10 a.m. declaring a quorum present of Christine Altman and Mark Heirbrandt. Absent: Steven C. Dillinger.

Approval of Executive Session Memoranda

No executive session.

Approval of Minutes

Altman moved to approve the minutes of the January 13, 2025, meeting. Heirbrandt seconded. Motion carried unanimously.

General Manager's Report

Mr. C.J. Taylor stated, ISS has created us a phone number for the district. They are also working on a website and email for the district to keep that and planning separate. A budget update, the budget did not get to go before the county council at this month's meeting. It will be before them for their March 5th meeting. There was a public notice error. We also had a meeting with the SBOA regarding the financial structure of the district to make sure we are squared away. We will be meeting with the auditor's office to define the roles moving forward on how much input they are going to have and how we are going to work together to be able for this to go forward. We will update you on this as this proceeds.

Trustee Altman, will we have to appoint the auditor as fiscal agent?

Mr. Connor Sullivan, correct me if I am wrong, but not at this point and time. It sounds like it will be similar to Household Hazardous Waste but further separated. As of now, we do not think so.

Trustee Altman, it is a separate entity by statute.

Mr. Sullivan, it is a political subdivision, created under a completely different statute. Different audit rules as well. I think it is every two years. Is that correct Mr. Willfond?

Mr. Adam Willfond, that is what they said but the State Board of Accounts (SBOA) said they would likely be going to do it annually.

Trustee Altman, ok, my point being that I think we need to treat it as a separate entity because at some point it may become independent from us.

Mr. Taylor, the discussion is, are we going to use the WorkDay software in the same way that we do claims, etc. and have them help us with that part of it...or are we going to be completely separate and do all of our own bookkeeping and financial tracking without any assistance from them...that is what we are deciding.

Trustee Altman, the other point is, I think we need to look at as we are dealing with county resources, that we have an interlocal agreement because we are separate entities to have compensation going back and forth.

Mr. Sullivan, that is part of the interlocal agreement update that I was going to talk about. The interlocal will have the budgeted amount that Mr. Taylor is taking to the council and it will have a list of other services that the county has provided, that will be either legal, ISS those will be included and we are going to work on a dollar amount that would be reasonable to so in the event that it were to truly become a separate entity, the county would be reimbursed at some point of time for any expenses incurred.

Trustee Altman, so we will treat it as more or less, an accounting exercise at this point...because currently the county does own all assets.

Mr. Sullivan, the county or the Hamilton County Public Land Corporation owns everything of the utility district. The only thing that the utility district has so far is a few contracts and our board meetings I do not think it has any other liability or assets.

Trustee Altman, I think it will be helpful for us to do a structure at this point where we are and options on where we can be. It doesn't have to be very detailed, but we need to think through this.

Mr. Taylor, that is all I have.

Trustee Heirbrandt, moving on to the engineer's report, construction updates and also rates study update.

Engineer Report

Mrs. Katie Castro Jackson, Wessler Engineering, construction is going well. Phase 1, everything is on track. We are still working on getting water and sewer across two properties. They are going to be filling up the water tank and testing the water lines hopefully this week. Phase 2, also going well. There is approximately 400' of sanitary pipe that needs to still go in. We are still working through the water as well. Looking at testing through March for the water on Phase 2. The water tower will be coated weather dependent. It has to be warm outside. The water tower may not be operational but the water to the armory will still be able to happen without that water tower.

Trustee Heirbrandt, how is the progress at the National Guard Armory? So far, are they on schedule?

Mrs. Castro Jackson, yes. When I talked to Mr. Dan Clark who has also talked to the armory, he had said the armory was looking at beginning their testing maybe towards the end of April. We are able to still get the water they need for that testing by April right now.

Trustee Altman, the lines along US 31, are they force mains?

Mrs. Castro Jackson, yes, for the sanitary.

Trustee Altman, so infiltration will not be an issue on that long run?

Mrs. Castro Jackson, no. Everything will be pressure tested so there shouldn't be any kind of leaks or issues with those.

Trustee Altman, ok, thanks.

Trustee Heirbrandt, rate study update...

Mr. Marty Wessler, Bondry has completed the draft rate study that has been furnished to the county. As you go through it and we get your comments, we will work with Bondry to get that done and then work with Mr. Sullivan and Mr. Janak with Bose McKinney to start putting together the draft rate ordinance and all the other use ordinances.

Trustee Altman, please clarify, do we have that in our hands?

Mr. Sullivan, *addressing Trustee Altman*, I sent you an email and I am reforwarding it to you right now. It was part of the packet, but you will have another copy of it.

Mr. Sullivan, do you have the dollar amount?

Mr. Wessler, sure, so I think the draft has the draft rates for 4,000 gallons a month for a metered rate the water will be approximately \$40, and the sewer will be approximately \$65. Sewer for a flat rate, because we will have sewer customers who do not connect to water...flat rate for sewer will be just under \$75.

Trustee Altman, ok, that sounds good. Then the construction timeline for Phase 1 and 2, just to keep us up to date in terms of estimated time you will be operational.

Mr. Wessler, *addressing Mrs. Castro Jackson*, when is the substantial completion?

Mr. Sullivan, Mr. Steve Wood may know too.

Mr. Wood, Phase 1, by April we can use sewer and water. Phase 2, sewer and water will be available to the armory so we can actually start using sewer and water as long as the contracts are done. We are on schedule like Mrs. Castro Jackson stated and ahead of schedule. Reynolds Construction and Wessler has done a great job on that side of it. Our biggest problem at the beginning was the property acquisition. We have most of that taken care of but nothing out there that is lingering will affect usage for water and sewer for customers to come on.

Trustee Altman, perfect, thank you.

Mr. Wessler, any other questions?

Trustee Heirbrandt, no, thank you. Moving on to the attorney's report.

Attorney's Report

Mr. Connor Sullivan talked about the contract for the general manager. The general manager will be paid by stipend. It has the agreed upon amount and permits the general manager to operate his county vehicle for personal uses with a reasonable amount and uses.

Trustee Altman, and you worked with the auditor on the per diem for IRS?

Mr. Sullivan, it will be a stipend. There are other individuals that have similar stipend agreements, so the nice part about it is *we are not reinventing the wheel* for the general manager. All the appropriate taxes and everything are taken out. The one thing that cannot be, and this is more of a tax issue for the county is that the county will not provide a match for retirement (PERF).

Altman moved to approve the contract of the general manager. Heirbrandt seconded. Motion carried unanimously.

Mr. Sullivan, we have sent both of you the drafts of the operating agreements for Indiana American and TriCo. I know that after we submitted them to you, the team had some additional comments they added to. Mr. Willfond will work with Mr. Janak at some point today to get those finalized but the version you have in your inbox from a couple weeks ago are going to be pretty substantially complete. That is all I have for today.

Public Comment as per IC 13-26-4-8

None...public portion closed at 10:21am

Next Meeting Date

March 10, 2025, at 10:00 a.m.

Adjournment

Altman moved to adjourn. Heirbrandt seconded. Motion carried unanimously.

Present

Christine Altman, Trustee

Mark Heirbrandt, Trustee

Connor Sullivan, Attorney

Marty Wessler, Wessler Engineering

Lee Buckingham, Director of Administration

Steve Wood, Buildings & Grounds Superintendent

C.J. Taylor, General Manager

Annette Harlow, Secretary

HAMILTON COUNTY REGIONAL UTILITY DISTRICT BOARD OF TRUSTEES

Date Approved: March 10, 2025