



Jennings Northwest Regional Utilities

Meeting Minutes

Country Squire Lakes Clubhouse

April 13, 2022

President Brian Hatfield called the meeting to order at 6:00 PM.

Roll call was performed. The following members were present: Brian Hatfield, Michael Gerth, Marshall Jenkins, and Dale Boyd. Also in attendance: Jeff Maddux (Utilities Superintendent), Andrew Klescht (Assistant Utilities Manager), Kayla Zimmerman (Attorney), and four (4) member(s) of the public.

President Brian Hatfield stated that Jack Kelly would be a possible new board member, and it should be voted on this upcoming week by the commissioners. It was also asked of Assistant Utility Manager Andrew Klescht to do the minutes and please send them early for review prior to each board meeting.

The prior meeting minutes were presented. Michael Gerth made a motion to approve the minutes, Marshall Jenkins seconded the motion and the motion carried **4 to 0**.

Utility Superintendent Jeff Maddux Presented a verbal report. It was brought to the board's attention of not having the new board president as the signatory for the monthly report of operations, it was then brought to the board's attention that the Utility Manager/ Financial Controller Dan Wooton would continue to sign the report for the month of April, if the board needed. Marshall Jenkins made the motion to have Dan continue to sign the MRO, Dale Boyd seconded the motion and the motion passed **4 to 0**.

President Brian Hatfield then informed the public that members of the board were set to have a meeting with the Indiana Department of Environmental Management on April 27th. Brian Hatfield then asked about a backup source of water and to investigate the ability to get a backup source. Jeff Maddux discussed getting Busch pump filters for the vacuum stations and that traditionally the price had been approximately \$11,000 but due to rising costs of goods and services the filters now would cost \$17,000. The board was informed that there had been approximately \$11,000 budgeted for this known expense and due to budget cuts the approximately \$6000 extra that would be needed is also available. Michael Gerth made the motion to approve ordering the



filters, Marshall Jenkins seconded the motion and the motion carried unanimously **4 to 0**.

Jeff Maddux informed the board that on the consumer confidence report it is required to inform the public when and where board meetings are being held, as the board previously had stated that board meetings would be held at 6:30 PM at the CSL clubhouse. There was a motion to confirm that board meetings would be held at 6:30 PM on the second Wednesday of every month at the Country Squire Lakes Clubhouse, Michael Gerth made the motion and Marshall Jenkins seconded the motion and the motion passed **4 to 0**.

Assistant Utility Manager Andrew Klescht presented the managers' report. There was discussion of having flexibility on the non-payment disconnects if the date of disconnect is on a Monday, which was tabled until further notice. Andrew brought up keeping the pool fill program the same as of calendar year 2021, Marshall Jenkins made a motion to continue, and Dale Boyd seconded the motion and the motion passed **4 to 0**.

Andrew Klescht discussed the possibility of a small cost savings by having customers receive bills via email and it was inquired if he could proceed with a preliminary run of select customers to attempt to have the program working before offering it to the entire customer base, Marshall Jenkins made a motion and Dale Boyd second in the motion and the motion passed **4 to 0**.

The date of having the mowing bids in was discussed, and was set for April 25th, Brian Hatfield made a motion, Marshall Jenkins seconded the motion, and the motion passed **4 to 0**.

Andrew brought to the board's attention the position on the essential services committee and after discussion the board asked Andrew to continue his position on the committee.

Treasurer Michael Gerth presented the treasurer's report. There was discussion as to the amount of truck repairs and if all vehicles were necessary for the operation of the utility, and that it is felt by the Superintendent that all vehicles are necessary, and the repairs are due to the aging of the fleet of trucks. The claims were presented by Michael Gerth, motion to approve all claims was made by Marshall Jenkins and seconded by Brian Hatfield and the motion passed **4 to 0**.

Old Business:

The attorney, Kayla Zimmerman presented her rate to the board which is \$200 (Two Hundred Dollars) per hour broken down into \$20 per six-minute intervals. There was a motion made by Michael Gerth to approve the contract with Kayla Zimmerman, Marshall Jenkins seconded the motion and the motion carried **4 to 0**.

Michael Gerth discussed switching banks to Jackson County Bank, which would entail 4 separate accounts all of which would be free, it would also include online banking, and 18 months of statements, and should save approximately \$50 a month on account fees and the



merchant processing should be approximately \$90 per month. Kayla Zimmerman did inform the board that the bylaws would need to be updated in order for us to be able to change banks, there was a call for a motion to update the by-laws to change banks, the motion was made by Marshall Jenkins, Dale Boyd seconded the motion, and the motion passed **4 to 0**.

There was discussion on the board about getting a working contract with Jennings Water about our water rates and Brian Hatfield asked Kayla Zimmerman to reach out to Jennings about a working contract.

New business:

Brian informed the public that he had been contacted by the North Vernon wastewater treatment plant Superintendent about an old sewer line that used to be under JNRU Jurisdiction and was causing problems for residents in North Vernon near State Road 3 and County Road 300 N and the board asked Jeff Maddux to contact Russell Vaught.

Marshall Jenkins brought up the condition of JNRU's private drive, in front of the office, and to possibly seek county and or state funding to help repair it, especially when the road project begins in front of Country Squire lakes as our drive is expected to see a large increase in volume of traffic.

Jeff Maddux brought to the board's attention he has been in contact with Progressive Insurance about the incident of JNRU's fence getting hit.

A member of the public brought up the sewer and water bills and if there could be anything done to decrease the bills and Brian stated that the bills will not be able to be decreased.

The contract of Dan Wooton was brought up by the public, and it was made known that the new board was brought in to oversee and to make any changes necessary, some of the board members noted a shock as of the amount of Mr. Wooton's contract rate. The customer then stated that they know things are in the works. The board stated they are working on issues.

Brian informed the public that JNRU will be performing an internal audit. There was discussion about Debbie Brown. The attorney Kayla Zimmerman recommended to the board Debbie Brown be brought in to do the audit as she has been with CSL since 2016 and works in their finance department. There was a call for a motion to have Kayla reach out to Debbie Brown and have Her begin the audit, and have the audit completed before the State Board of Accounts (SBOA) audit. Michael Gerth made the motion, Marshall Jenkins seconded the motion, the motion passed **4 to 0**.

Adjournment:

Michael Gerth made the motion to adjourn, Dale Boyd seconded the motion, the motion passed **4 to 0**.

Brian Hatfield adjourned the meeting at **7:05 PM**.



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Brian Hatfield
President

Attest:

Michael Gerth
Treasurer/Secretary
