

TAYLOR REGIONAL SEWER DISTRICT
Board Meeting Minutes
Crossroads Community Church 4254 S 00 E.W., Kokomo, IN 46902

The Taylor Regional Sewer District met on Tuesday, December 9, 2025, at 6:00 p.m. (*Motions italicized*)
Board members present: Scott Waymire, Tyler McClish (6:25 arrival), Larry Hayes, Brad Bray, Ted Miller
Also present: Christopher Kellner – BCS Management; Justin Saathoff – BCS Management; Tom Astbury –
Astbury Water Technology (6:08 arrival); Brent Dechert – Dechert Law (6:04 arrival)

Call to order: President Scott Waymire called the meeting to order at approx. 6:00 p.m. with a quorum present.

Roll Call: All board members were present with the exception of Tyler McClish (6:25 arrival).

Agenda Modification: Scott Waymire announced the addition of a New Business item - Duke Authorization Letter.

Minutes Approval: *Minutes for 11/11/2025 were presented for board approval by Justin Saathoff. Ted Miller moved to approve the minutes as presented. Seconded by Brad Bray. Motion carried 4-0.*

Treasurer's Report

Fiscal agent, Chris Kellner, commented that the only irregular item to note was the purchase of 5 new grinder pumps, leaving the current grinder pump stock at 4 new (1 has already been used) and 3 rebuilt/used. Scott Waymire questioned the difference between the listed inspections. It was explained there are new connection inspections alongside other inspections such as site inspections to determine whether the location has the capability of producing wastewater. Chris Kellner commented in Tom Astbury's absence that Astbury Water Technologies will be forgoing their contractual annual cost of living adjustment this year for the sake of the district given the current financial circumstances.

Larry Hayes made a motion to approve the claims as presented. Seconded by Ted Miller. Motion carried 4-0.

Business Reports:

Administration Report - Justin Saathoff, BCS Management

Justin Saathoff addressed the board stating the fund balances at the end of November are as follows: Operating fund at \$11,281.75; Grinder pump maintenance fund at \$24,643.39; Capital fund at \$75,451.14. This brings the total funds to approx. \$111k. This amount is down month over month, however the total was back up to approx. \$147k as of December 8, 2025. The claims stand at \$56,473.12. Revenues will be updated and reported on in January. Currently, 3 property owners remain disengaged.

In project updates, Kevin Hewitt did state that the Cardinal Point expansion has been put on hold. There will not be any plans to move forward anytime soon. A rough draft agreement for the RV park will be submitted to the attorney for review by the end of the year. It was also reported the online bill pay project has begun with the submission of the application. The attestation was signed on December 9, 2025 prior to this board meeting.

Operations and Maintenance Report - Tom Astbury, Astbury Water Technologies

Tom Astbury reported a cost savings to the previously proposed influent manual bar screen. The original units proposed carried a price of \$28,650 and \$37,200. These prices included the housing. Upon further inspection, it was discovered that the housing was not needed, just the replacement of the actual bar screen unit itself. Mr. Astbury located a fabricator that quoted the unit at \$5,741.22. This price does not include installation or the

steel basket. The expectation is for this project to be well under \$10k in total. It was also reported that the plant continues to run in full treatment compliance.

Mr. Astbury updated the board in other projects. The special order capacitor came in to complete the clarifier project. This will be completed on Thursday, December 11, 2025. Recently installed items include the return activated sludge lift station pump, plant telemetry, and flow meter. The only outstanding item is the SR26 generator. It is expected that the generator project will begin at the end of the week.

Mr. Astbury thanked the board for their support throughout the past 2 years and acknowledged the large amount of costs it has taken to get the plant and district back on track due to years of deferred maintenance prior October 2023. The realization of going from “putting out fires” to regular maintenance was discussed.

Scott Waymire expressed his relief after learning that the illegal dumping into the system was from a previous issue some years ago. Mr. Astbury explained the old flow meter did not have the capability of detecting flow rates, but the newly installed flow meter can report flow rates by the minute. All lift stations are currently fenced in with the exception of TimberNest, which does have a lock on the cover.

Old Business

None

New Business

1. Howard County Health Dept. Standard Operating Procedure - Drew Cornell, Health Dept.

Drew Cornell presented the newly approved SOP in response to Resolution 1-2025 that grants septic exemptions. Section 5.1 reviews operating procedures for septic systems with a permit. Section 5.2 reviews operating procedures for septic systems without a permit. Ted Miller questioned Mr. Cornell and Brook Milburn, both of the Howard County Health Dept., on unsigned permits. Mr. Milburn stated that an unsigned permit could only mean that the homeowner applied for an inspection, as permits are signed after the inspection has been completed. The process of decommissioning a septic system was also discussed. Mr. Cornell and Mr. Milburn were praised by BCS and the board for their knowledge and collaboration. Mr. Milburn clarified that barring environmental hazards, exemptions and non-exemptions are up to the board as recommended by the Health Dept.

2. Duke Authorization Letter - Chris Kellner, BCS Management

Larry Hayes presented the authorization letter signed by the former fiscal agent, Alisa Bernotas, and himself. The goal is to have all meters on one bill. This letter was at Duke Energy’s request.

3. Amended Promissory Note - Tom Astbury, Astbury Water Technologies

As approved by the district’s attorney, Brent Dechert, the amended promissory note included an increased amount due to unprocessed invoices and a longer term from 5 to 7 years, resulting in a lower monthly payment. The percentage rate remains the same at 5%.

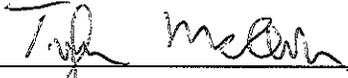
Scott Waymire made a motion to approve the amended promissory note. Seconded by Larry Hayes. Motion carried 5-0.

Public Comments (1in attendance)

None

Adjournment

There being no further business to come before the board, *Brad Bray* moved to adjourn the meeting. *Seconded by Scott Waymire. Motion carried 5-0. The meeting adjourned at 6:45 p.m.*



Board Member

Prepared and submitted by Justin Saathoff, BCS Management.