

JERRELL CONSULTING & GRANT ADMINISTRATION SERVICES, LLC

**PUBLIC HEARING
WATER/WASTEWATER SYSTEMS PLANNING STUDY
Planning Grant**

**Town of New Richmond
Tuesday, June 5, 2018 at 6:00 pm**

**Coal Creek Fire & Rescue Fire Department
215 Prairie Street
New Richmond, Indiana 47967**

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1. **Call to Order:** The Town Council President, Rebecca Scott, formally called the Public Hearing to order at approximately 6:01 pm.
 2. **Facilitator:** Kristy Jerrell, Project Grant Administrator, Jerrell Consulting & Grant Administration Services
 3. **Discussions:**
 - a. Kristy Jerrell explained the reason for the public hearing. She stated that the Town is applying to the Indiana Office of Community and Rural Affairs (IOCRA) for a planning grant in order to complete a Water and Wastewater Systems Planning Study – Planning Grant.
 - b. Kristy Jerrell stated that the total project cost for this planning project is \$50,000. She stated that the Town is committing a total of \$5,000 in local match from the following sources: \$2,500 from Town Water Operating Funds and \$2,500 from Town Sewer Operating Funds. She stated that the Town is contributing the required 10% local match for the project and, when awarded, the Town will receive a total of \$45,000 in IOCRA grant funding.
 - c. Kristy Jerrell explained the timelines. She stated that the application will be submitted to IOCRA on or before August 31, 2018, and the Town would hopefully have an award by mid November 2018.
 - d. Kristy Jerrell stated that this grant is non-competitive and that as long as there is money in the pot – the Town will be awarded the grant. She stated that after the Town is officially funded - the planning activity would begin and a draft plan from the Engineer would be presented to the Town with the final DRAFT plan submitted to IOCRA for review soon after. She stated that once IOCRA approves the DRAFT plan – the Town can then schedule their final public hearing and pass the plan officially by resolution.
 - e. Kristy Jerrell went through the grant criteria to receive a grant award from IOCRA. She stated that there is a total of 750 points in which the Town must receive a minimum score of 450 to be eligible for award. The Town's National Objective score is 139.75 pts (55.9% low to moderate income from the recently completed income survey), Community Distress is 79.89 pts, Local Match is 10 pts, and if they received 260 to 280 pts on the Project Design Factors which are the narratives, the Town would have a total score of 489.64 up to 509.64. She stated that she is extremely hopeful that the Town will receive the IOCRA planning grant based upon the total points.

- f. Kristy Jerrell stated that the City has begun the procurement process to choose the project engineer for the planning project - in which the SOQ advertisement ran in the newspaper on Saturday, May 19, 2018. She stated proposals packets are due on Tuesday, June 19, 2018 by 4:00 pm. She stated that if more than 1 firm submits a packet then the Town will hold official interviews of the top 2 scoring firms from the proposal stage.
- g. Kristy Jerrell then asked the attendees if they had any questions on the planning grant project or about the process or the IOCRA grant application.
- h. Town Clerk Treasurer, Alaahea Foust, stated that the Town must receive this grant because the Town simply cannot afford to complete this planning on their own. She stated that the Town does not have \$45,000 of their own to pay for this planning study.
- i. Town Council President, Rebecca Scott, stated that it is very important for the Town to complete these plans on their water and wastewater systems and to find out what exactly they need to do to improve their systems.
- j. Then the resolution was read aloud authorizing submission of the grant application and commitment of the local match. The resolution was officially passed by the Town Council.

Adjournment: There being no further questions, Town Council President, Rebecca Scott, adjourned the meeting at approximately 6:12 pm.



Kristy Jerrell, Grant Administrator
Recorder (See attached Third Party Authorization to Record Minutes)

Attachment:

1. Meeting Sign-In Sheet

TOWN OF NEW RICHMOND
PO BOX 210, 110 S. WABASH STREET
NEW RICHMOND, INDIANA 47967
765-339-4507

June 5, 2018

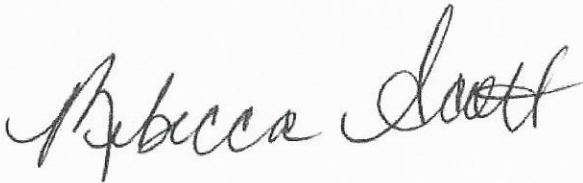
Indiana Office of Community & Rural Affairs (IOCRA)
One North Capital, Suite 600
Indianapolis, IN 46204-2288

Dear IOCRA:

This letter expresses the Town of New Richmond's consent for Kristy Jerrell of Jerrell Consulting & Grant Administration Services LLC to conduct and transcribe minutes for all public hearings for the Town's IOCRA Grant Application for the Town's Water/Wastewater Systems Planning Study – Planning Grant Project.

Thank you for your consideration of this vital community development project.

Sincerely,

A handwritten signature in cursive script that reads "Rebecca Scott". The signature is written in black ink and is positioned above the typed name of the signatory.

Rebecca Scott, Town Council President
Town of New Richmond