**Utilities Committee Meeting – June 9, 2025**

Attendees: Council President King; Council Members Baltzell, Buxton, Clausen, Gray, and Sanford; Safety Service Director Hitchcock; Wastewater Treatment Plant Superintendent Kerry Duncan; Jones & Henry Representatives: Peter Latta and Troy Brehmer

CM Baltzell called the Utilities Meeting to order at 5:30 PM to review the No Feasible Alternative Report for the Wastewater Treatment Plant.

Jones & Henry Representatives came back to follow up after last meeting on April 14th to answer questions Council Members may have.

Kerry Duncan: NFA, no feasible alternatives, for bypassing Ohio EPA in our permit is a requirement that they want us to look at all alternatives of eliminating bypasses. We average about seven per year. The City contracted Jones and Henry to do that study and they are here to answer questions and maybe provide a little more clarification.

Jones & Henry Rep: If you guys remember a question from last meeting or if there is something specific you want to go back over on the presentation, we are happy to do that.

CM Baltzell: Can you walk through the process again that we would go through with the EPA and all the different steps we would have to take.

Jones & Henry Rep: In your permit there is what's called a compliance schedule. That's orders from the EPA. Those orders direct you to complete a NFA which is a no feasible alternative. The no feasible alternative is a report that studies the sewers as well as the plant. In other words, what can we do to eliminate this bypass? That is the ultimate goal of the no feasible alternative that was due to the EPA in April of 2025. Following the completion of that, their expectation is that you proceed into the design of some improvement to eliminate this bypass with that design. Currently the schedule is slated for a permit to install the completion of the design. You are asking for the permit that is due to the EPA according to your compliance schedule by April of 2026. Then initiate construction is supposed to be October of next year. And then every year you have to progress reports which Kerry is already doing as a part of the compliance. And then completion of the project needs to be done by 2028. Now we did the no feasible alternative and when we submitted that to the EPA, we requested a modified schedule because that schedule is a little aggressive and we didn't feel that is in your guy’s best interest you wanted to execute that schedule. So we proposed about a six-month delay in that. As of right now, the EPA has not objected to that revised schedule. So the revised schedule would be the permit to install by October of next year, October of 2026, and then construction would start in April of 2027.

CM Gray: The original permit to install was?

Jones & Henry Rep: The original permit to install was April of 2026.

CM Baltzell: With this delay, there’s no design starting?

Jones & Henry Rep: That is correct

CM Baltzell: So I know there were a variety of options. Is that what we need to be doing over the next six months and nailing down the options we want to pursue?

Jones & Henry Rep: What we have proposed is starting out with preliminary design, which is taking the no feasible alternative report and advancing it, putting a lot more thought into it and refining the alternatives that we selected in the report and starting to build the design out of that. We will take that and begin to analyze equipment selections, start to size some of the equipment and looking at what the improvement project is going to look like, come up with a better estimate for the project before we start to involve all of our discipline engineers. We won't get into structural engineering and mechanical of that stuff until after we get through the preliminary design.

CM Clausen: I was looking through the study. One of the questions I was thinking about was why didn't we talk about some type of retention pond? I saw it was in there, but I guess in your initial presentation, we never really talked about that. If you didn’t read this, you didn’t get to see that you guys did look at that alternative.

Jones & Henry Rep: For the EQ basin there's many factors that went into the evaluation and in the compliance schedule. Your EPA said look at improvements to the plant, I and I reduction, and also storage. In the report itself, part of the effort we had to do was crunch the data. Kerry and the folks at the plant, they are taking data every day: how much flow is coming in and how much is actually being bypassed. As Kerry mentioned, there's roughly about seven of them. With the information that we were able to get, we are able to roughly look at what does that total volume look like? What's the impact on the plant? With an EQ basin, the cost of the basin is a little bit less, but it doesn't fix many of the other deficiencies that are at the wastewater plant. So it doesn't accommodate growth as well as the last improvement was in the 80s or 90s. So what we are running at would be 30 years since the last improvement and some of the equipment is nearing the end of its useful life and that equipment needs to be replaced. So even if you did a basin now, you still have to invest money into the wastewater plant to correct all of that, which then brings those costs up as well. So the overall recommendation that we came up with out of the report to address all of those was the plant expansion and then I and I reduction.

CM Clausen: Is there an odor involved with some type of retention pond?

Jones & Henry Rep: There can be. There's solids that settle out and it turns into a giant primary tank. It's something that has to be cleaned, things like that while sitting there in the short term can get odors. There's some things you can do to mitigate some of that. You can aerate it to try to keep it from going septic. But, you still have a giant wastewater pond there so there's some degree of odors that would be present.

Kerry Duncan: One of the important decisions that we made was we are near capacity anyways, and this allows the capacity increase, and allows Celina to grow economically by providing services for customers that were kind of at the end of our allowable. It's hard to grow when you don't have the capacity to treat. That was a big factor in our decision allows to eliminate bypasses, but it also allows us to grow.

CM Baltzell: Can you remind us how much that’s increasing?

Kerry Duncan: Right now our design is 3.0 MGD, and there's some going to be between 4.25 and 4.5. A lot of that unknown is because we had the plant re-rated and it depends on how the Ohio EPA looks at that re- rating. If they're going to allow us to 4.5 or 4.25 we don't know yet.

CM Sanford: How many gallons do we typically bypass when we do bypass? What is our average?

Kerry Duncan: I don't have that in front of me, but it varies so much. Our average is probably 500,000, but we have had some a lot bigger than that.

Jones & Henry Rep: 7.7 million gallons was one of the largest.

CM Sanford: That was that one time, that was one bypass?

Jones & Henry Rep: Yes, approximately a million gallons’ average.

Kerry Duncan: There is so many variables involved in that particular event. We may have found a couple problems that we took care of, so that 7.7 likely would have been less, but we didn't know it at the time. So there's a lot of variables in trying to predict mother nature.

CM Sanford: Typically, those are just due to storms when we have lots and lots of rain? The infiltration comes in and that's why we have to bypass?

Kerry Duncan: That is correct.

CM Baltzell: Is this list in your original plan, that totaled 31.7 million? When you go through one of these processes, does this pretty much hold true as you go through the different steps or how often are things based on like, is the scope changing dramatically or do you feel pretty confident? Does this scope generally stay as you work through the design?

Jones & Henry Rep: The scope generally stays as we kind of anticipate. There's a lot of market variability. We are talking about a project that is going to be bid and constructed 2-3 years from now. There's no control over what economic markets dictate and drive. That's not only global or world markets with regard to commodities, but the bidding environment at the time. If the contractors are super busy they are not pricing stuff so there's a lot of local variability that can happen in there too. But for the most part, yes, we do try to work with the city and keep these costs within budget.

Jones & Henry Rep: You have an existing wastewater plant and the existing wastewater plant works good for your average day, for the size of the community. Right now, we are not looking at replacing the wastewater plant. We are looking at expanding the wastewater plant so you have an oxidation ditch, it's going to be another oxidation. You have two final clarifiers and we're looking at four final clarifiers. You have UV disinfection, the new work, the disinfection of UV. You have an influential pump station, screw pump station, too small, we are looking at a submersible pump station. There's many aspects of the project where I think the scope is well defined. It’s tested technology, not new.

CM Baltzell: Would it generally all be packaged together, all bid together or are there any components that make sense to phase or separate out in some way, or is that something you look at down the road?

Jones & Henry Rep: It's something we can look at in the preliminary design, but for the most part, a project like this is probably best just to bid it out all as one. Part of the problem with bidding it in phases is the funding agencies. Funding agencies like to fund a project that is complete and solves a problem. If you do it in phases, they typically run you through the ringer on whether that's completing or solving the problem. If you do it in phases and the first phase doesn't solve the problem, they don't like to fund it. They will fund both phases. In other words, do the whole project. With the compliance schedule there would be challenges to phase it and do the work. We would get pushback from the EPA, I think.

CM Gray: I am running the numbers again and the current capacity right now is 3?

Kerry Duncan: Design is 3.0

CM Gray: You said 4.2 to 4.5 is what the EPA is going to require us?

Kerry Duncan: No, that’s what the design work has been so far would give us the 4.25 to 4.5 MGD, million gallons per day.

CM Gray: But our heaviest was 7.7?

Jones & Henry Rep: No that was the overflow. The wastewater plant, you have your average day design the dry weather flow and then during wet weather, the water, the wastewater coming in is more dilute. So hydraulically the plant can actually handle more flow coming in than what your average day is.

CM Gray: The storm water basically helps dilute some?

Jones & Henry Rep: Yes, it does

SSD Hitchcock: To clarify on our wet water flow, we run like 15 million gallons through the plant.

Jones & Henry Rep: We need to hit like 21-22.

SSD Hitchcock: Like that 7.7 we were probably already running 15 million gallons through the plant and we had 7.7 we couldn’t treat above that.

CM Gray: So you’re talking about increasing our dry weather treatable amount from 3 to 4.5?

SSD Hitchcock: Correct

Kerry Duncan: And, also increasing wet weather.

CM Gray: I was trying to understand why we would go to 7.7.

Jones & Henry Rep: It's confusing because there's a plant rating and that's what the 3 to 4.25 is. Then there's a wet weather rating, which is your hydraulic capacity of the plant. Hydraulic capacity right now is limited to about 10 MGD and we need to get to 22 MGD.

CM Gray: It is limited to what?

Jones & Henry Rep: 10 and we have got to get to 22 to eliminate that 7.7 that goes to the creek.

CM Baltzell: I assume that expansion helps us if businesses wanted to come in, especially industrial, we need to have that capacity?

SSD Hitchcock: Correct, we currently do not have a lot of capacity for dry weather to meet like the standards for bigger factories that want to come here.

Jones & Henry Rep: Then EPA knows if you are running 80%- 90% of your design capacity, many times they will start to bring that to the forefront. I don't know if they have mentioned that or if the bypass pump station has kind of been their focus here.

Kerry Duncan: It has.

Jones & Henry Rep: Maybe that is taking their eye away from that for now and during dry weather if you are in compliance and everything, you are not necessarily on the radar for that. But that is something that would happen at some point in the future.

CM Clausen: I was just going to ask on the structural changes. It's just adding the ditch, the third ditch, and these two bigger clarifiers. The other clarifiers are fine or is there some maintenance that needs to be done to those?

Jones & Henry Rep: The structure is acceptable for continued operation. The mechanisms need replaced. So it’s part of the projects.

CM Clausen: The internal mechanism in the clarifier has to be updated.

Jones & Henry Rep: Yes

CM Clausen: Is there going to be some automation added to the cleaning of the clarifiers? I was trying to figure out what that meant.

Jones & Henry Rep: It's probably the SCADA system for the entire plant which is the brains. The computer that controls all of the plant as well as provides monitoring and alarm systems.

CM Clausen: One of the things I didn't see in this report was I know we are going to be adding some features. We are increasing the footprint that Kerry’s group has to handle. Is there going to be a requirement for more people with all these additions that we are talking about? I didn't see any estimation that we need to hire more people to run this plant with all these things to cover and more items to oversee. Is that something that's part of this review?

Jones & Henry Rep: From a technical standpoint it's similar technologies that you have today. From a staffing standpoint, I guess I would defer to Kerry.

CM Clausen: Does that concern you at all Kerry?

Kerry Duncan: I am thinking right now that we likely wouldn't. Once we are fully staffed I don't think there would be at least right away. I'm not saying that once we dive into this that we don't realize we are short a person. But up front I'm not expecting a need for once we get fully staffed I think that would be adequate to get us through with this project as well.

CM Clausen: That was one of my concerns.

Kerry Duncan: No. Keep in mind with us changing out the mechanisms and changing out our equipment this plant went online in January of 91 and a lot of its original equipment. We have a lot of maintenance involved with equipment because it's dated and aged. With this project we replace that.

CM Clausen: Get rid of all that high maintenance stuff.

Kerry Duncan: It saves a lot of maintenance time. So that's why even though we are bigger and more expansive, it's newer. I don't think that we will be in need of more personnel.

Jones & Henry Rep: Some of it's a direct replacement. You have screw pumps now you are just going to have a submersible pump. So we are just kind of swapping one out for the other. UV is just getting bigger, you already have it, but it's just getting bigger. The clarifiers, they just kind of sit there and spin around at very slow speeds. So there's not really high tech equipment. We are putting in what I call conventional equipment that is typically not high maintenance.

CM Clausen: If the plant needs to have maintenance done, is there alternative routes so that things can continue to function? If something big goes down, is there ways for the plant to still function? If something needs to come down to get into a big pump that's going to in the inlet or whatever comes into the plant is there a chance that some of those risks are removed in all these changes?

Jones & Henry Rep: Yes, currently there is no way.

CM Clausen: I was reading, if something went down in those areas, the plant has to shut down.

Jones & Henry Rep: Right. You lose half your capacity. Whereas expanding the ditch affords you that opportunity now to take part of the plant out of service. That's part of one of the problems that we have now is we don't know how many solids are built up in the existing ditch. You can't replace rotors because it requires taking the plant offline.

CM Clausen: This design would help allow us to at least do those kind of maintenance things without risking the plant.

Jones & Henry Rep: Correct.

CM Gray: Does this require a bigger footprint? Do we have enough land out there to accept all this?

Jones & Henry Rep: Yes, based on what we've looked at, we feel we can fit it on the property that you guys currently own.

CM Clausen: I think the last time you guys were here, we talked about maybe some type of grants or something that would be available. Do you guys have any idea what we would qualify for with a project this size? Do you guys have an idea of what is out there? I assume EPA is sponsoring these grants or is it some other entity?

Jones & Henry Rep: There's a number of grants that are available. We did a quick analysis in the office and currently with where the City of Celina sits, there's probably only a couple of funding agencies that you guys qualify for because it is need based and there's also compliance. You have the compliance side, but you are a strong community which unfortunately works in your disfavor. So probably it would be WPCLF, which is the Water Pollution Control Loan Fund and that is through Ohio EPA. It's a very good program it’s the revolving loan program that you hear about sometimes on the news. The other option is OPWC which is Ohio Public Works Commission. But they are limited in their dollar amounts so it's not a big one and you are probably using them for some of your streets and sewer stuff.

SSD Hitchcock: The City receives about $500,000 every three years.

Jones & Henry Rep: It's probably a little better suited for that big of a project. So we are probably looking at like Ohio EPA funding, WPCLF they do have grant programs. The grant programs with the Ohio EPA though are a little bit different and you probably don't qualify for what's called principal forgiveness, which is after you take your loan they forgive some of the amount that you borrowed, which amounts to a grant. Again that is extremely need based and only a few projects in the state of Ohio get that every year. The other is a lower interest rate which amounts to a grant because when you take a 30-million-dollar project and your talking 3% versus 2%, you’re talking several million dollars over the life of a loan like that. So that's a pretty big grant but they do it in the interest rate. They do a point system it's how you rank in points. There's several scoring criteria and low to medium household income is one. You are above the threshold but you just lose a few points on the whole scoring criteria for that. It depends who else is looking to capitalize on their points and where they score as well as ultimately that total ranking. The scoring is based on the project submitted that year. If it's an odd year where nobody submits projects, you could score really high. But if it's very competitive year and everybody is submitting projects you could be pretty far down the list. It just depends on year to year but we look at taking advantage of all the points possible. Let EPA push back if they don't agree at that point and at least start with that approach.

CM Gray: Can we keep applying each year after that?

Jones & Henry Rep: Yes.

CM Baltzell: In addition to these grants are you helping us look at what our fees are, what our budgets are?

Jones & Henry Rep: We could help you with that. Yes.

CM Baltzell: I don't know, Tom, if you have thought that about how we need to prepare ahead of time.

SSD Hitchcock: We have been talking about it. I know the Mayor wants to do an Executive Session at the next Council Meeting to discuss some other details with you, because we are going to bring another Ordinance at some point to improve design fees to move forward. So in the meantime, if you have any questions along those lines, send them to me and we will make sure we have answers.

Jones & Henry Rep: Part of the loan evaluation they will look at your rate structure and that you are able to repay the loan and everything. The best way to describe it to you is it's like getting a mortgage they want to make sure that you're able to pay the loan and where are you going to pay it from.

CM Buxton: I know it's a little early to talk about contractors, but are there a lot of them out there that do this kind of work?

Jones & Henry Rep: Define a lot.

CM Buxton: More than one.

Jones & Henry Rep: Yes.

SSD Hitchcock: There is enough around here to be a competitive bid.

Jones & Henry Rep: There's contractors that specialize in water, wastewater, so there's a number of them throughout the state of Ohio and a project this big will certainly get their attention.

Kerry Duncan: The wastewater department doesn't have a debt obligation. We have paid off our debt obligations, so that's a good thing going into a massive project like this, it would be the only debt obligations.

CM Gray: We have started planning for this? I mean as far as paying for it?

Kerry Duncan: In all honesty we had no idea until we hired Jones and Henry what the cost was going to be. We knew it was going to be a lot, but a lot is very subjective. Until we brought some professional engineering firm in to provide those costs.

SSD Hitchcock: We have been saving money but we don't have near enough to do this project.

CM Sanford: Looking toward the back the storage of overflow events that's projected at 21 million dollars. That's outside of this 31 million, is that right?

Jones & Henry Rep: That would be the other alternative that we are not recommending to go with but with that 21 it does not take into account all the improvements that would need to be done to replace the dysfunctional equipment that some of it's just plain aging. But one problem is you can't take a clarifier mechanism to the end of its life and once it crashes you lost your clarifier.

SSD Hitchcock: We do have a couple other unknowns that would add money to this project. If you want to explain the tertiary treatment.

Jones & Henry Rep: One of the comments that we have received back from the EPA preliminarily on the NFA is they are going to be looking at the permit limits that they set. Permit limits are set based on the stream that you're discharged to and they're not certain if we increase your flow what that does to the stream water quality. They are looking at maybe keeping your loadings to the stream the same which means that you have to treat to a little higher level of quality to be able to discharge. Currently looking at it we think we can get there but it's speculative because we don't know what the EPA is going to set that limit to be in which case there is a possibility we could end up with having to add some tertiary treatment. The tertiary treatment is on the back end to help further refine the process before it goes to the stream.

CM Gray: So we are basically waiting on the EPA for that?

Jones & Henry Rep: Correct. Part of that will be in the preliminary design. We will start to look at the design harder, start to refine things a lot more and we will start what's called the anti DEG process which is the request to modify your guys permit. When that process starts then we will start to engage the EPA and be able to get some better information from them as to what direction they are headed with the regulations.

CM Clausen: Are they basing it on the analysis of the output from the plant? How is that comparison to what comes out of the lake?

Jones & Henry Rep: That's a very good question. The lake is a contributing factor as well.

CM Clausen: How do they separate that?

Jones & Henry Rep: They don't. They look at the waterway and as to what kind of loadings can actually go into that waterway at this point, with the design that is there now, they have allocated this much loading for the wastewater plant. There's a chance that what they are going to do is keep the same loading and just reduce the concentration then.

Kerry Duncan: When he's talking loadings, we are allowed so many pounds per day of a particular pollute. That's total suspended solids you are allowed so many pounds. Right now we want to increase our flow. They say they will allow you to increase your flow, but we are not going to allow you to increase your loading pounds to the creek it has to stay the same. So now we have to treat better because we want to increase our flow. The parameters have to come down., it's a mass balance.

CM Clausen: What keeps the EPA from coming back and lowering it, regardless of what we are doing at the plant?

Kerry Duncan: I don’t think anyone in the room can answer that and I don’t expect that.

SSD Hitchcock: We don’t expect that with this permit to lower what we already have. What could this new treatment also add to the project?

Jones & Henry Rep: I don’t know if we looked at that. We discussed it as a possibility, but didn’t really see what the impact would be.

CM Clausen: Does that mean another clarifier?

Jones & Henry Rep: Tertiary filters, best way to describe, is sand is a type of tertiary filter. Filter it through a media, whether it's cloth filters, sand media, it's just another unit process that would put your flow through a pillowcase. They're membrane filters that you literally put through a filter.

CM Gray: Would the retention pond help that as well?

Jones & Henry Rep: That would not. Not the loadings to the stream.

CM Gray: It would help reduce our flow though, we can control that outflow a little better.

Jones & Henry rep: I see what you are saying, based on the same, the concentration did change on you.

CM Gray: Plus, it would add capacity for us in the future as well if we did keep both the improvement of the plant and the retention.

Jones & Henry Rep: To add retention to them, the cost of retention plus the plant it is substantial.

CM Clausen: We wouldn’t need that big of a retention is what he is saying.

CM Gray: We could go with the 21-million-dollar retention. It was 55 acres. Both of them and then keep our flow to the beaver the same so that we are not doing pounds. It's just something that I have thrown out there.

Jones & Henry rep: Let me ask this question. The improvements to the plant that you're thinking, would it just be the maintenance improvements or would it be to add the extra capacity,

CM Gray: Adding the extra capacity automatically increase your outflow.

Engineer: Right, it does. Which I think you need because you are right there at your capacity anyways.

CM Gray: Right, I think that's a foregone conclusion.

Jones & Henry Rep: Even after we get through the NFA and let's just say it was a basic winning, so then down the road, if bypasses are stopped the EPA is going to look later on down the road. You are running 90%, you need to think about a wastewater plant expansion. We will just build a basin over here but you haven't addressed the capacity issue, which you are 80-85 and that's based on that anything over 80 is a trigger point for the EPA.

CM Gray: I was just adding that catch basin just to help our outflow a little bit so you could treat it on a more equal or even keel all through the day, whether it's hot, whether it's dry or wet.

Jones & Henry Rep: In theory, that's the way an EQ basin is supposed to work but in practicality, what we have experienced is that it inevitably never fails that the basin is full when you get another rain event so that seems to be the perpetual problem.

CM Sanford: Looking at the budget I see we have our major projects up here and then subtotal electrical controls the plus or minus 20% preliminary contingencies, that's like just incidentals? Like just this comes up, that comes up?

Jones & Henry Rep: Yes, it's due to when you estimate a project this early in a project, we can't know the entire scope. So it's what I would say is a contingency for the scope of the project in case things deviate or modified, as we get into the details of the project.

CM Sanford: Okay, 20% standard then?

Jones & Henry Rep: Yes

President King: Are there any other unknowns? Because you said there were a couple of unknown permit limits on the Beaver Creek. Is there anything else?

SSD Hitchcock: The other one that we haven't discussed is they might still make us upgrade part of our system too in the collection system, which would be a challenge.

President King: When will we know that?

Engineer: That's the I&I reduction part that we were waiting until August.

Kerry Duncan: They accepted we needed to have this meeting and then August 1st they accepted that deadline to respond to their comments.

Jones & Henry Rep: We went through and did a lot of smoke testing, dye testing, along with your street department's help. They ran a camera on many of the sewer lines and we were looking for the low hanging fruit. We have a machine sit on top of a sanitary manhole, start pumping smoke in the sewer, see where it comes out of, downspout connections, catch basins, things like that so we're able to itemize all of those. Then at some point a plan would need to be implemented to work toward removing those direct inflow sources to give us some removal of that extraneous stormwater out of the collection system, which depends how that wants to be structured or done in house.

CM Clausen: Would that be done in house, Tom, or do you have an idea of where these are at?

SSD Hitchcock: When we did the smoke testing, we thought if we could collect low hanging fruit, but then it may show it's not feasible to try to eliminate from our system, increase the plant to take care of it. But now it may appear we may have to do both so it wasn't something we were really anticipating internally to have to do. It's going to take a little while even if we do it in stages you are still digging under some of our roads that we paved not that long ago so it will be a time consuming effort for us.

Jones & Henry Rep: Which if there's improvement projects coming at least you have some of those identified to maybe incorporate into those as well to kind of plan that out with what makes sense.

CM Baltzell: You talked about having this delay getting a preliminary design started, how much time do you need for that?

Jones & Henry Rep: I think we had 6 months in there. If you guys could get a contract, we would like to have it done by the end of this year. We would have finished preliminary design; we want to very quickly just roll right into final design. By later this year we are going to be coming to you with the final design proposal as well and talking about what we found in preliminary design. We want to move those along pretty quickly just to maintain the schedule.

Kerry Duncan: Even with the 6-month delay schedule they are still looking at an October 1, 2026 PTI application date. It’s pretty aggressive for a big project.

CM Gray: Would it allow a longer delay in 6 months?

Jones & Henry: That's a good question. It's certainly something we will talk about with the EPA. I think what the EPA wants to see first is progress. I think once you get into it, if you run into delays, it's easier to ask for forgiveness then because you started the process, you're in design and it's moving, you are just not going to hit the exact deadline. The EPA has been somewhat understanding of that on other projects. We have had projects get delayed well over a year just due to funding. Just simply could not find funding and the cycles just were not working right and they were delayed almost 12 months or more. So it's not unheard of.

CM Baltzell: Is there an EPA Rep that you are able to stay in touch with throughout the process?

Jones & Henry Rep: Once we nominate the project for WPCLF and then you have your compliance EPA person that we will work with as well, but they will assign a team to it, and then you have a liaison that you work with.

Kerry Duncan: Can you explain to them about the preliminary engineering options of rolling that over to the loan or cash flowing through the budget.

Jones & Henry Rep: The goal is to start preliminary design, refine the project and refine the budget, and then relatively immediately roll into final design, which is bidding documents ready for a contractor. The preliminary design phase is $377,000. From an affordability standpoint, you can pay that out of your local coffers if you wish. Down the road, once we file the funding applications, that is a qualified cost for the project you are able to then roll that cost into that loan and be reimbursed. The other option is we do what is called an OWDA, which is Ohio Water Development Authority they will do loans. They do short term loans and that loan also is able to be rolled into the construction project. Bottom line is no funding agency will give a grant for design they typically give grants and funding for construction. So the idea is that you have to put some money down to get the things started. But they will let you roll that cost into the construction and pay that over the 30-year loan.

CM Baltzell: How are you determining the design fees? Is it a percentage?

Jones & Henry Rep: No, we work through how many hours we think it’s going to take. We look at each task involved with it in order to establish those costs. It’ time and expense so if we don’t use it all, we don’t charge it all.

CM Baltzell: This is something we need to do and there is also advantages with the expansion.

SSD Hitchcock: It would allow us to grow our industrial base.

CM Baltzell adjourned the meeting at 6:21 pm.

Submitted by Kari R. Fox, Clerk of Council