

# MINUTES

## Town of Topeka

### CDBG Wastewater/Drinking Water Improvements Program

March 23, 2020

4:00 P.M.

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**Public Hearing opened 4:25 P.M.** at the Council Chambers, 124 East Lake Street

**Those in Attendance:** Stan Straten, Tracy Persing, Casey Erwin, Cyndi Sadewasser, Stewart Bender, Adam Lambright, Ron Eash, Justin Geigley, Ray Folk, Ron Troyer, Naomi Miller

**Dave Gee:** I am Dave Gee and I am a grant administrator with Region 3-A. We are assisting the Town of Topeka with a Community Development Block Grant (CDBG). This grant is for a Drinking Water project. On or before May 22, 2020 the Town of Topeka will be applying to the Indiana Office of Community and Rural Affairs (OCRA) for federal funding from Housing and Urban Development (HUD).

The town is applying for a grant in the amount of \$600,000. Of this approximately \$314,160 will benefit low- and moderate-income persons. The town anticipates providing an estimated \$2,500,000 in local funds in addition to the CDBG funds.

This is the first public hearing which must be conducted before a proposal can be submitted. The deadline for proposals is April 3<sup>rd</sup>, 2020. The second public hearing will take place ahead of the application deadline date of May 22<sup>nd</sup>, 2020. This is a competitive grant, and we will be competing with other applications from across the state. We will learn if our grant is funded in mid-July.

I would like to give a brief overview of the project. The project will see the rehabilitation of the current water filtration building that will include partial demolition, renovations to what remains, and an expansion with a new addition. There would be new lines ran from the building to the well, and also new lines to the storm sewer for drainage. The new building would have upgrades to HVAC and electrical. There would also be new equipment installed to replace existing equipment. This includes new water filtration equipment, high service pumps, chlorine feed system, raw water treatment equipment, a detention tank, piping, backwash, valves, appurtances, polyphosphate equipment, fluoride equipment, and SCADA equipment and programming. Casey Erwin from DLZ is here tonight and will give a more detailed project description in a moment.

It is anticipated that no displacement of persons will occur with this project. However, the town will provide a displacement plan.

Have you received any written comments since the release of the legal notice?

**Naomi Miller, Clerk:** None

**Dave Gee:** I would like to provide an overview of the grant scoring criteria. This is a competitive grant with a total possible of 700 points available. We must achieve at least 450 points to be eligible. These points are achieved in 6 ways: national objective, community distress factors, local match, project design, program specific points, and bonus points.

The first portion of the scoring is national objective. There are 100 points maximum available in this category. It is awarded based on the percentage of beneficiaries that are low to moderate income. We would get one point per percentage of low to moderate income beneficiaries.

The second portion of the scoring criteria is distress score. We have no control over this score. Factors that go into distress score are percentage of households with income under poverty level, median household income, percentage of housing units that are vacant, median home value, unemployment rate, and labor force participation. This score is calculated by Indiana University. The distress score for the Town of Topeka is 76.37.

The next category is local match, which has a maximum of 75 points available. For each percent of the project that is funded through local match you get a point up to 75 points in this category. Our project would be funded at an estimated 80.64% local match which would allow us to get the maximum of 75 points available.

The project design category is worth 300 points. The breakdown of this is 50 points for description of the project, 125 points for project need, and 125 for financial impact. One way to achieve a better score in this area is by evidence of need. I will be opening up for comments shortly and those will be a part of the meeting minutes that will be submitted with the application. We would also like to submit letters of support from residents affected by the project. If you would like to submit a letter of support, I ask that you get it to me by May 15<sup>th</sup> which is a week before the application is due.

The next category for scoring is program specific points. There are 50 points available in this category. Our project is part of OCRA's wastewater/drinking water improvements program. The first 25 points are based on a financial gap calculation. This is a detailed calculation that shows how much utility rates would need to be raised to fund this project without grant assistance. Points are awarded at one point per dollar increase per month. The remaining 25 points are for project sustainability. We must document how much current drinking water utility rates are. If the drinking water utility user rate is below \$15 per month then we will get no points in this area. If they are between \$15 and \$25 per month then we would get 10 points. If they are above \$25 per month then we would get the maximum of 25 points available in this area.

The last category is bonus points and there are 25 points available in this category. If our project is specifically mentioned in a regional plan then we would get the full 25 points available.

At this time I would like Casey Erwin to discuss the project in further detail.

**Casey Erwin:** Thanks, Dave. I have handouts if we are taking those this evening. This is a basically an exhibit that I provided to Dave for environmental coordination. It is very similar to the items that myself and Stewart have put in front of you. Basically, the need for this project is equipment replacement. So if you look at the exhibits, the first one is just a map, but really if you go to the third one, again this is very high level, but basically what it identifies is a very unique project in that everything is onsite. Everything is within town property and/or town right of way. As you can see very similar to what we have talked about in the past with basically adding onto the water plant building itself. Adding filtration, the type of filtration we are still working through that, but that will be determined when we have the pilot plant which is in process. With that being said we will have a new water service line added to the new water. We may also have some upgrades associated with the wells, and of course some upgrades to high service pumps, and electrical and mechanical. So, in general, basically we are adding onto the building. The plan is to add onto the building to the south; that being a filter room and/or high service pumping room. Then we will be using the existing building for electrical and mechanical and some other ancillary items. One of the items we are in process for, and we need to vet out some of the options, to determine some of the filters we are going to do as well as the detention items and detention tanks. A lot of that we are going to vet during the pilot plant process.

**Ron Troyer:** It's kind of hard to see here, how big is the addition?

**Casey Erwin:** I think it's plus or minus 1,200 to 1,400 square feet. The other thing is that once we get into that we are going to probably work with the Town and Stewart in terms managing the costs versus the size of the filter. Some that will be dictated by the size of the filter once we go through the pilot plant. That's what we have accounted for currently.

**Ron Troyer:** Would this change?

**Casey Erwin:** I think there is a good chance this may change. We need to determine what would work best with the roof line.

**Stewart Bender:** Some of it is going to depend on what the pilot plant comes back, and whether we do horizontal or vertical filters; what can fit. The goal is to keep it the same way and go one way. Then put a regular metal roof on it. A pitched roof instead of the flat roof that we have.

**Casey Erwin:** The need on this is really important because you do have failing equipment so that is one of the items we are replacing on it with this. That is really a key part of this application. It is not only meeting current demand, but also accounting for future demand. Also, basically the project has to be

done because of equipment that is in need of replacement. It has reached its useful life, mainly the filters.

**Ron Troyer:** Now would be doing both filters?

**Casey Erwin:** Yes

**Stewart Bender:** The plan is to take the bad one out, and then when the expansion is done and everything is switched over to the new system then we can pull the second one out. We will operate on one filter while the plant is being rebuilt.

**Casey Erwin:** Agree 100%! That is what we have been working on. You can see that with the future building to the south. Put the filters in, piping, add the chlorine room, and then, as Stewart explained, basically at some point you have to take the old roof off, and old filter off. Then you put your high service pumps in and then get that new plant up and running. During that period we will work with the contractor, and you have that existing filter. In terms of construction costs you save because you are using an existing building. The complicated part is you have to work that out with the contractor to maintain operations, but it's not unique. That is pretty common.

That is pretty quick overview of the technical portion of the project. I can address any other questions.

**Dave Gee:** Thank you, Casey. I will now open for public comments. Since this is a public hearing we need to document those that speak, if you do comment please state your name before speaking.

Anyone like to comment? I will now close the public hearing. Thank you, everyone.

**Public Hearing Closed at 4:38 P.M.**

Minutes submitted by:

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Dave Gee, Director of Technical Services  
Region 3-A Development & RPC