

# TOWN OF CHESTERTON SERVICE UTILITY BOARD

## MEETING MINUTES

JANUARY 18, 2016

The meeting was called to order at 7:00 p.m. with the Pledge of Allegiance. Present were Members A. Michel, S. McCord, L. Brandt, J. Raffin and J. Schnadenberg, Supt. D. Ryan, Engineer M. O'Dell, Council Member Liaison D. Lafata, Clerk-Treas. S. Kuziela, Town Manager B. Doyle, Attorneys C. Parkinson and C. Nolan and Secretary D. Schoenfelt. Absent were Porter Rep. B. Brueckheimer and Attorney J. Paulson.

### ELECTION OF OFFICERS

S. McCord moved for L. Brandt to remain President, seconded by J. Schnadenberg, approved by unanimous voice vote.

J. Schnadenberg moved for S. McCord to remain Vice-President, seconded by A. Michel, approved by unanimous voice vote.

J. Schnadenberg moved to reappoint D. Schoenfelt as Board Secretary, seconded by A. Michel, approved by unanimous voice vote.

S. McCord moved to retain the services of the Law Firm of Harris, Welsh & Lukmann for the Board, seconded by J. Schnadenberg, approved by unanimous voice vote.

### APPROVAL OF MINUTES

S. McCord moved to approve the minutes of the December 21, 2015 meeting, seconded by J. Raffin, approved by unanimous voice vote.

### APPROVAL OF CLAIMS

S. McCord moved to approve the claims as presented, seconded by J. Raffin, approved by voice vote.

### COMMENTS FROM THE PUBLIC - None

### Superintendent's Report

#### Administration

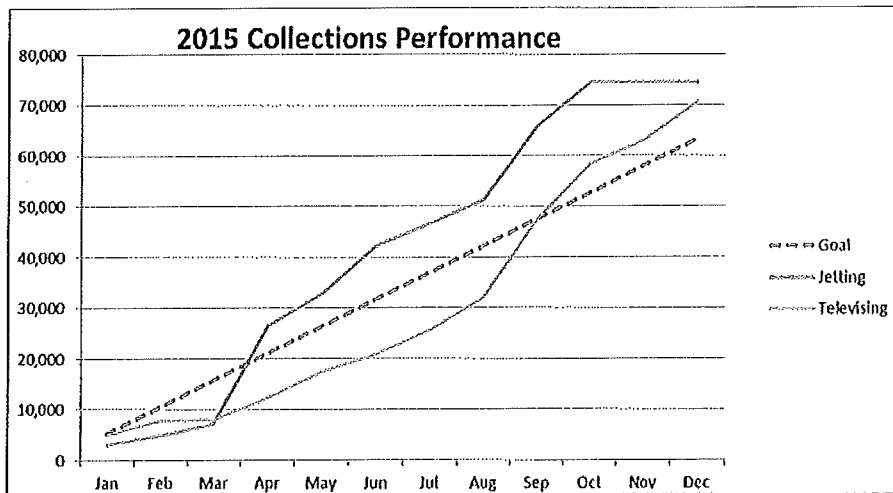
1. The Fox Chase Farms project is moving forward well. Crews are scheduled to begin installing the grinder basins and pumps on customer property during the week of 1/18/16, as well as a crew to begin installing the lift station the same week.
2. Still awaiting IDEM approval for the *proposed revised limit for copper*.
3. RV Sutton completed the installation of the 4-new manholes in Chestnut Hills. Paving will be completed in the spring and will be coordinated with the Town.

*Action: Chestnut Hills Change Order #2 needs to be approved and signed.*

4. 2016 Operations and Capital budgets were presented to and approved by the Board on 12/1.
5. Sanitary sewer construction began on the new Easton Park subdivision, located on the east end of Porter Ave.

### Collections

1. There were no total pump failures this month. The #2 pump for the 19<sup>th</sup> & Morgan LS is still in for repair and waiting on parts.
2. We received the two new pumps for Dickenson LS. One of them will be a spare.
3. We are waiting on a new pump for the Porter Cover LS. A spare was installed in Nov.
4. The jetting crew achieved 117% of the annual goal this year. They continued capturing asset data this month for the GIS in order to achieve accuracy. This is the 2<sup>nd</sup> consecutive year the jetting crew has achieved the annual goal. Hats off for a job well done.
5. We televised 7,596 feet, bringing our total to 111% of our annual goal. This is the 1<sup>st</sup> year the camera crew has achieved the annual goal. Congrats for their exceptional performance.
6. We completed 168 locates (2,494 to date) and 10 inspections (56 to date).



### Treatment

1. Expansion Related Issues
  - a. Testing and employee training ongoing for new equipment and facilities.
  - b. SCADA Upgrade is continuing with improvements to computer programs. Employees gaining experience toward becoming proficient with the operation of new system.
  - c. Final punch list items are being addressed.

- d. Final design and request for equipment quotes for the automated flow balancing to 6 aeration tanks at varied influent flow rates is in progress.
- e. Headworks HVAC furnace is now inoperable.
- 2. Streamlined Mercury Minimization/Variance Program
  - a. Working on meeting the 24 month requirements.
- 3. Maintenance Tasks
  - a. Began UV module refurbishment in preparation for April 1 start of disinfection season.
  - b. Painting of needed areas inside facilities.
- 4. Pre-Treatment
  - a. Continuing our efforts to assist local industries in meeting their discharge limits. Efforts are ongoing to monitor industry effluents and commercial grease traps.
  - b. Submitted the NPDES Pretreatment annual and individual industry reports.

### **Engineer's Report**

- 1. WWTP Phase 2 – Gariup Construction Co., Inc.
  - A. Gariup has the following punch list items left to finish.
    - i. Grit pump installation
    - ii. Wires for circulation pumps
    - iii. Grit panels, flow meters and check valve check out
    - iv. Exhaust fans and HVAC re-balancing
    - v. Closeout documents, waiver of liens and as-builts
  - B. Aeration Slide Gate Actuators – Gariup is working on a quote to install new electric actuators on two influent slide gates for Aeration Tanks #5 and #6 to control the flow during peak periods.
  - C. Septic Tank Drain – D&M working on a quote to modify the drain line of the existing septic tank at the plant. Currently the septic line enters the plant unscreened and causes process/treatment problems.
  - D. Paid to Date: \$8,509,855.30

**Town of Porter - No report.**

### **Board Report**

Porter – 55%      Indian Boundary – 75%      Chesterton – 47%

**OLD BUSINESS - None**

### **NEW BUSINESS**

- 1. S. McCord moved to approve Change Order No. 2 to R.V. Sutton, Inc. for \$4455.89, seconded by J. Schnadenberg, approved by unanimous voice vote

2. J. Schnadenberg moved to change the February 15 meeting to February 16, due to President's Day, seconded by S. McCord, approved by unanimous voice vote.

3. J. Raffin moved to authorize M. O'Dell to get bids on the Morningside Sewer Project subject to SRF approval, seconded by J. Schnadenberg, approved by unanimous voice vote.

**LETTERS AND COMMUNICATIONS - None**

**COMMENTS FROM THE BOARD**

1. A. Michel complimented D. Ryan on the work the street crew had done with jetting the lines and filming. He also thanked the Council for his reappointment to the Utility Board.

2. S. McCord welcomed D. Lafata as our new Town Council Liaison. He also thanked A. Michel, J. Schnadenberg and J. Raffin for being willing to serve on the Utility Board again.

3. L. Brandt also gave a welcome to D. Lafata.

**ADJOURNMENT**

S. McCord moved to adjourn the meeting at 7:18 p.m., seconded by A. Michel, approved by unanimous voice vote.

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Lawrence Brandt Chairman

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Deb Schoenfelt Secretary