

TOWN OF CHESTERTON SERVICE UTILITY BOARD

MEETING MINUTES

DECEMBER 15, 2014

The meeting was called to order at 7:00 p.m. with the Pledge of Allegiance. Present were Members L. Brandt, S. McCord, J Schnadenberg, Supt. T. Atherton, Engineer M. O'Dell, Clerk-Treas. S. Kuziela, Porter Rep. B. Brueckheimer, Attorney C. Parkinson. Absent were members A. Michel, J. Raffin, Town Council Liaison S. Darnell, Town Manager B. Doyle, Attorney J. Paulson and Secretary D. Schoenfelt.

APPROVAL OF MINUTES

S. McCord moved to approve the minutes of the November 17, 2014 meeting, seconded by J. Schnadenberl, approved by unanimous voice vote.

APPROVAL OF CLAIMS

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

COMMENTS FROM THE PUBLIC

A representative from Great Lakes Engineering requested an allocation letter for 16 single family unit subdivision north of the Brassie Golf Club. They have been working with the staff and the sanitary narrative has been updated to staff approval.

S. McCord moved to approve this allocation letter for the 16 single family unit subdivision, seconded by J. Schnadenberg, approved by unanimous voice vote.

SUPERINTENDENT'S REPORT

Administration

1. Town Council held a Public Hearing on the Biennial Rate Review recommendations on December 8th.
2. The Preliminary Engineering Report (PER) for the Fox Chase Farms/Whispering Sands Mobile Home Park project has been accepted by SRF. Progress has been made on easement acquisition and railroad permit issuance. We are on schedule at his time.
3. SUO Updates:
 - a. The language changes to bring us into compliance with the NPDES requirements were adopted by Council action.
 - b. The Pretreatment language is to be included in the SUO per IDEM. Language to be submitted to IDEM for approval by March 1st, 2015. Adopt revised language in Town ordinance within 120 days of receiving written approval from IDEM. Adopt in Town ordinance within 120 days of receiving written approval from IDEM.

- c. Jones & Henry Engineering has completed the MAHL Study (maximum allowable head works loading). We have received their recommendations for establishing enforceable concentration limits, and we will be submitting those recommendations to the Board for action.
4. The revisions and amendments to the 2015 Salary Ordinance as a result of our review of job descriptions have been submitted for subsequent Council action.
5. The proposed 2015 Operating Budget was reviewed at the Special Board Meeting on December 4th and accepted. The final budget will be forwarded to the Council for their December 22nd meeting.

Collections

1. The new pump for the McDonalds lift station has arrived and has been installed in the wet well
2. Pump #1 at Porter Cove failed when the bolt holding the impeller to the pump shaft sheared off. We took the pump to G.A.I they are sending it back to Barnes pumps in Ohio to research why that happened. A rebuilt pump in stock was installed in its place
3. A pump burned up at the Tangle Wood lift station. We used our spare for that station until the new one arrived on Dec. 2nd. We will leave the spare in as the primary pump and the new pump will become the spare
4. A generator malfunctioned when the trickle charger at the Porter Cove lift station failed. We called McAlister to come out and trouble-shoot what the problem; they found that the circuit board for the trickle charger was bad. McAlister is ordering parts to replace it.
5. Jay and Paul Williams have been working with Tom Krohn from Sidwell on the new G.I.S. software; since we just started the new program we are working out the bugs installing the information from the iPads to Paul's computer
6. The field crew has finished cleaning the wet wells and has been gathering information missing manholes and pipes on our G.I.S. system. Paul has been printing out maps and giving them to the field workers so they may verify our G.I.S. attribute data.
7. Paul has been cross training with one of our new employees on how to access information and how to operate the software for the G.I.S system
8. We had 137 locates and 2 inspections in November.

Treatment

1. Expansion Related
 - a. Continuing to operate on 1 stand-by electric power generator as the second generator is replaced with a new one.
 - b. Rerouting of the 30" sanitary sewer discharge point into plant was completed today.
2. Ongoing Issues
 - a. Dewatering of groundwater table at the plant ended as of November 21st and potable water supply wells to Waverly Road residents have been restored.

- b. Acquiring cost estimates for 2 additional rain gauges as recommended by IDEM to meet LTCP requirements.
- c. Primary Clarifier #1 was cleaned and inspected with the assistance of Collection System Maintenance Personnel. Painting was not completed due to early arrival of inclement temperatures. Work will resume as conditions allow.
- d. Ninety-five (95) cubic yards of biosolids were hauled to the Meyer farm on November 20th by Chesterton Utility trucks and personnel in preparation for land application.
- e. Replacement of 3 plant Operator/Maintenance personnel is underway. One position has been filled, one offer is pending receipt of physical results and an offer for the remaining position should be made this week.

S. McCord moved to approve the easement agreement with the CSX Railroad for Fox Chase Farms/whispering Sands, seconded by J. Schnadenberg, approved by unanimous voice vote.

ENGINEER'S REPORT

1. WWTP Phase 1A – Thieneman Construction
 - A. Thieneman worked on electrical and HVAC for new Generator.
 - B. Working on punch list items from Substantial Completion including work on aeration tank slide gate handles, bio-gas equipment, insulating jackets and Rosemont transducers.
 - C. Paid to date: \$1,828,130.60

2. WWTP 1B – Utility Services Authority LLC.
 - A. Final completion.
 - B. Paid to date: \$387,484.00 (final payment which includes retainage)

3. WWTP Phase 1C – Thieneman Construction
 - A. Thieneman completed punch list items.
 - B. Final Completion 11/17/14
 - C. Paid to date: \$203,348.45

4. WWTP Phase 2 – Gariup Construction Co., Inc.
 - A. Gariup completed concrete work on the north Headworks addition and removed sheet piling.
 - B. Contractor turned off final dewatering pumps on 11/21/14 and removed casings.
 - C. Contractor installed manhole structures and 30" sewer piping west of the Headworks Building.
 - D. Contractor worked on electrical and HVAC for new south Headworks pump room addition.
 - E. Paid to date: \$6,081,822.10

5. SCADA – ACE Technologies, LLC
 - A. Control panel design submittal – November 17, 2014.

- B. Control panel delivery – January 26, 2014.
- C. Startup/Online Testing – March 2, 2015 – March 31, 2015.

BOARD REPORT

Chesterton = 41% Indian Boundary =40% Porter = 45%

TOWN OF PORTER REPORT

B.Brueckheimer reported their projects were almost finished for the year.

OLD BUSINESS - This was discussed in earlier reports.

NEW BUSINESS

S. McCord moved to write-off the bad debts and penalties for the past year, seconded by J. Schnadenberg, approved by unanimous voice vote.

LETTERS AND COMMUNICATIONS

None received.

COMMENTS FROM THE BOARD

J. Schnadenberg complimented T. Atherton and the Utility Staff for a good job the past year.

S. McCord also thanked the Utility Staff for all their good work.

L. Brandt commented on what a busy and exciting year and then reviewed the projects that had been completed the past year.

ADJOURNMENT

S. McCord moved to adjourn the meeting at 7:40 p.m., seconded by J. Schnadenberg, approved by unanimous voice vote.

Lawrence Brandt Chairman

Deb Schoenfelt Secretary