

TOWN OF CHESTERTON SERVICE UTILITY BOARD

MEETING MINUTES

APRIL 20, 2020

The meeting was called to order at 7:00 p.m. via Zoom with the Pledge of Allegiance. Present were Board members L. Brandt, A. Michel, S. McCord J. Raffin and J. Schnadenberg, Supt. D. Ryan, Council Member Liaison S. Darnell, Engineer M. O'Dell, Clerk-Treasurer C. Udvare, Attorneys C. Parkinson and Secretary D. Schoenfelt. Absent were Town Manager B. Doyle and Attorney C. Nolan.

APPROVAL OF MINUTES

A. Michel moved to approve the minutes of the March 16, 2020 meeting, seconded by J. Raffin, approved by unanimous voice vote.

APPROVAL OF CLAIMS

J. Raffin moved to approve the claims as presented, seconded by A. Michel, approved by unanimous voice vote.

COMMENTS FROM THE PUBLIC – None

Superintendent's Report

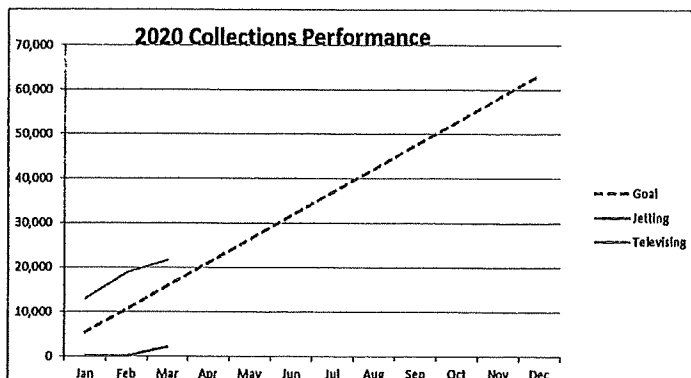
Administration

1. We received Draft #1 of the Sanitary Sewer Master Plan from BLN Engineers on 3/22, and Draft #2 on 3/30. We participated in several conference calls regarding these drafts with progression toward a final plan for submission to the IURC.
2. Mark O'Dell and myself met with John Sturgill, engineer for the Liberty Schools connection, to discuss the new connection and our concerns regarding performance of the existing Fox Chase low pressure force main. John was going to follow up with GAI regarding upgrading a grinder pump for the new construction house at the front of the Fox Chase subdivision. The theory is to increase the force/volume/pressure at the beginning of the subdivision with the hope of preventing future blockages.
3. All Town department heads met on 3/16 to discuss a plan to continue necessary operations while dealing with the COVID-19 pandemic. The plan, including reduced hours and shift staggering to accomplish employee distancing, was implemented on 3/23 and continues until further evaluation and directives warrant a change.
4. Due to the COVID-19 pandemic, and multiple requests from customers to delay payment and not apply a late penalty, I directed our billing clerks to not post late penalties to any accounts for the March/April bill cycle. And as you are most likely aware, following the governor's orders, we will not be shutting off water service to those that haven't paid, until such orders are lifted.

5. RV Sutton performed an emergency sewer repair for us at 423 4th St. It started out as a customer lateral repair and ended up as a shared repair after finding our wye connection in the main to be collapsed. This was completed on 3/25 at a cost to us of \$4,490.
6. I listened in on the evidentiary hearing with the IURC on 3/30 for Valpo's submittal of all their evidence to support their petition for their new service territory boundaries.
7. Items of Interest on Board Report:
 - a. Miscellaneous Income (\$136,627.27): Includes a transfer of (\$89,145) to the Sinking Fund for the Bond Payment refund that was incorrectly posted to the Operations Fund. This was supposed to take place in January. Also included is a transfer of (\$64,582) for the Town's portion of credit card payments for the period of December 2019-March 2020. This is one of the financial entries I have been trying to get the clerk treasurer's office to perform on a more-timely basis. Hoping for better cooperation this year.
 - b. Total Wages – Employees \$121,629.08: This includes 3-payroll postings instead of the normal 2. For some reason, they posted the 4/3 payroll in March!
 - c. Legal Services \$87,968.69: All related to the Valpo case.
8. FYI, expenses incurred so far for the Valpo/DRCD territory case:
 - a. Legal and Engr. for Valpo/DRCD: \$210,903.41
 - b. Legal for Liberty School Connection: \$ 943.50
 - c. Legal for Master Plan: \$ 2,109.00
 - d. Engr. for Master Plan: \$ 26,900.00

Collections

1. There was one pump failure this month. It was a 15hp at Westwood LS. It was replaced at a cost of \$5,488.
2. We televised 2,842 feet and jetted 2,150 feet.
3. We completed 72 locates and 2 inspections.
4. Our two newest collection employees have been training for their CDL.
5. The crew has also been training on troubleshooting lift station control panels.
6. The camera crew continues to work in the Sand Creek area.
7. A collection crew has also been performing GIS manhole inspection in the Sand Creek area.



Treatment

1. Streamlined Mercury Minimization/Variance Program
 - a. Continuing to meet the annual requirements.
2. Maintenance Tasks
 - a. The annual maintenance and testing was performed on our two plant generators Automatic Transfer Switches.
 - b. Fuel polishing was performed on the fuel for our #2 plant generator due to testing revealing the presence of water.
 - c. We are still waiting on the delivery of a replacement Ethernet switch that will potentially solve the intermittent loss of the UV system control signal.
 - d. Progress continues on gathering design and cost estimates to retrofit our turbo blower with a heater for the intake air.
 - e. The UV system was tested during the last two weeks of March and was successfully activated for the April 1st required start-up.
 - f. We are troubleshooting loss of signals from the CSO basin control room.
 - g. We continue to research the cause of the inaccuracy of the primary sludge flow meter.
3. Pre-Treatment/Lab
 - a. Efforts are ongoing to monitor industry effluents and commercial grease traps.
 - b. We hope to finalize our review of our Local Limits in our Sewer Use Ordinance by mid to late April. After meeting with the Board, we will then communicate our decision on any changes to Urschel.

Engineer's Report – None

Town of Porter Report – None

BOARD REPORT

Chesterton – 54% Porter – 55% Indian Boundary – 78%

OLD BUSINESS – None

NEW BUSINESS

1. S. McCord moved to approve posting the Masterplan on the Town's website in order for the public to view and make comments, seconded by J. Schnadenberg, approved by unanimous voice vote.

LETTERS AND COMMUNICATIONS – None

COMMENTS FROM THE BOARD

1. A. Michel said the Masterplan is terrific and a job well done.

2. S. McCord Complimented the town with the handling of Covid-19 and hopes everyone stays safe.
3. S. Darnell said she hoped later there would be more of a celebration for Bruce Mathias's retirement.
4. L. Brandt reported that Jennifer Gadzala and her husband tested negative for Covid-19.
5. M. O'Dell complimented the work Nancy and Trisha have done during this difficult billing time.
6. D. Ryan assured the Board no shut-offs or penalties would be given during this time due to Covid-19.

ADJOURNMENT

S. McCord moved to adjourn the meeting at 7:12 p.m., seconded by A. Michel, approved by unanimous voice vote.

Lawrence Brandt Chairman

Deb Schoenfelt Secretary