

TOWN OF CHESTERTON SERVICE UTILITY BOARD

MEETING MINUTES

AUGUST 27, 2014

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

APPROVAL OF MINUTES

J. Raffin moved to approve the minutes of the June 16, 2014 meeting, seconded by J. Schnadenberg, approved by unanimous voice vote.

APPROVAL OF CLAIMS

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

COMMENTS FROM THE PUBLIC There were none.

Superintendent's Report

Administration

1. We have received notice that our new NPDES Permit has been submitted to a 30-day public comment period. If no changes are made as a result, we expect the effective date to be mid-November.
2. Sidwell Company presented their recommendations regarding our GIS program.
3. The Preliminary Engineering Report (PER) for the extension of sewer service to Fox Chase Farms and Whispering Sands Mobile Home Park has been received by the State Revolving Fund (SRF). This begins a series of follow-on actions by the Board to secure the SRF funding for this project.

[Action item: Set a date and time for a Public Hearing on the PER]

4. We are reviewing the Biennial Rate Review report from London Witte Group.
5. We terminated one employee in the Collections Department and are advertising for a replacement.

Collections

1. The jetting crew is now working in the area of Wabash from Calumet to Indian Boundary.
2. We completed 3 inspections and 254 locate requests in July.
3. The Town of Chesterton has 316,800 feet of sewer main, and the jetting crew has completed cleaning 54,340 feet year to date (17.2% of the total system). Our annual 2014 goal is 20% of the system cleaned (63,360 ft.), we are at 85.8% of our goal.
4. Total footage televised year to date is 5,205 ft. (1.6% of the total system) and our goal is 20% (63,360 ft.) of the system; we are at 8.2% of our 2014 goal. We expect that the televising will pick up in the colder months.
5. The new e-1 system at the B.P gas station is complete and up and running. Our total costs to date in regard to the emergency work are \$22,938, which amount has been submitted to our insurance carrier.

Treatment

Plant Construction Operational Improvements and Challenges

1. Continuing to evaluate alternatives for correcting Raw Sewage pump low output.

Maintenance Tasks

1. VFD on the sludge dewatering centrifuge repaired. Nipsco has installed a monitor on the electric supply to attempt to detect surges and power interruptions.
2. Working with Reling HVAC on digester boiler to enable burning of digester gas.
3. Continuing to experiment with the balancing of high and low flows through aeration tanks since installation of new "top flow" sluice gates.
4. Biosolids hauled from plant storage to Meyer farm storage area.
5. WWTP phone system failed. Phone control module is being diagnosed and repaired by Frontier.

Ongoing Projects

1. The Streamlined Mercury Variance (SMV) and the Pollution Minimization Program Plan (PMPP) was accepted and is included in the NPDES Renewal.
2. Jones and Henry Eng. is working with Utility Staff for the updating of the Sewer Use Ordinance. The Maximum Allowable Headworks Loading, or MAHL, study sampling (collected by Utility Staff) and analysis is nearly complete. This information will be used to **establish**

enforceable contaminant limits when J&H assembles the data for the completion of the MAHL study. Additional changes are also planned.

3. The WWTP Lab has again received a Certificate of Recognition from ERA labs for satisfactory completion of the DMR-QA 34. This test of lab performance is required annually by the Environmental Protection Agency. Kudos to Lab Staff: Joyce Kaleta, Deb Schoenfelt and Lab Director Elliott Lowe, for receiving this award. (See attached certificate).

Engineer's Report

1. WWTP Phase 1A
 - A. Thieneman Construction completed demolition of the existing Aeration Blower.
 - B. Thieneman worked on completing the electrical work for the new Turbo Blower.
 - C. New Turbo Blower is on site and will be installed and operational by the end of August.
 - D. Thieneman anticipates the delivery of the new Generator in early September.
 - E. Thieneman paid to date: \$1,038,072.60

2. WWTP Phase 1B
 - A. USA completed installation of the 42" CIPP lining along 8th Street.
 - B. Contractor, Engineer and the Town performed a substantial and final completion walkthrough on 8/22/14.
 - C. Engineer will complete substantial, final completion forms and time extension change order to complete the project and submit to the SRF for closeout.
 - D. USA paid to date: \$367,772.20.

3. WWTP Phase 1C
 - A. Thieneman worked on site restoration for Golfview lift station.
 - B. A substantial completion inspection took place on 7/25/14 for Golfview, Dogwood and Westwood Lift Stations.
 - C. Contractor is currently working to complete punch list items for final inspection.
 - D. Thieneman paid to date: \$192,565.00

4. WWTP Phase 2
 - A. Gariup completed the aluminum stairway, handrail and walkway for the CSO Tank.
 - B. Gariup installed the new flushing gates inside the CSO Tank.
 - C. Gariup placed stone around the CSO Tank.
 - D. The Headworks south addition was dewatered and concrete walls poured.
 - E. Gariup waterproofed the newly poured south walls.
 - F. Gariup started dewatering and excavation the Headwork north addition.
 - G. Gariup paid to date: \$4,230,392.75.

Mark Nye reported the things are on schedule and on budget due to outside firm inspections and monthly staff meetings.

Board Report

Chesterton = 48% Indian Boundary = 72% Porter = 59%

Town of Porter - No report.

OLD BUSINESS

Old business was discussed in the Supt. and Engineer's reports.

NEW BUSINESS

1. J. Raffin moved to hold a PER Public Hearing September 15, 2014, 7 p.m. at the beginning of the regular Board meeting, seconded by J. Schnadenberg, approved by unanimous voice vote.
2. J. Schnadenberg moved to hold the Rate Review Workshop with London Witte Group on Tuesday, September 16, 5:30 p.m. at the WWTP.
3. Using credit cards to pay utility bills was discussed along with how to charge users for this convenience. Tyler charges \$1.25 per charge but credit card company charges vary and whether to have a set charge or one that varies will be further discussed at the Rate Review Workshop.

LETTERS AND COMMUNICATIONS

None received.

COMMENTS FROM THE BOARD

J. Schnadenberg complimented the staff as to working together with the construction crews with all ongoing projects.

J. Raffin also complimented the staff and their ability to all work together well.

L. Brandt sent condolences to the family of our former Clerk-Treasurer Gayle Polakowski, how she was an asset to Utilities and will be missed.

ADJOURNMENT

J. Schnadenberg moved to adjourn the meeting at 7:25 p.m., seconded by J. Raffin, approved by unanimous voice vote.

Lawrence Brandt

Chairman

Deb Schoenfelt

Secretary