

Utility Committee Meeting
March 6, 2024
9:30 a.m. Newburgh Council Chambers

Steve Shoemaker, Leanna K. Hughes, Chris Wischer, Russell Powell, Susan Helms, Rebeka Kaufman, Drew Flamion, Christy Powell and Julie Lee.

Steve Shoemaker called the meeting to order at 9:30 a.m.

Consent Agenda

- | | |
|-----------------------------|---|
| 1. Monthly Tracking Report | 5. Financial Report |
| 2. Inspection Status Report | 6. Monthly Sewer Adjustment |
| 3. Sewer Repairs Report | 7. Approval of February 7, 2024 Minutes |
| 4. Tap Report | |

Motion: Leanna Hughes moved to approve the consent agenda.

Motion seconded: Christy Powell

Discussion: No additional discussion.

Motion passed unanimously.

Committee Discussion Items

Wastewater Treatment Facility Superintendent, Russell Powell

- 1. Request for recommendation to Council for approval to purchase wear parts for Master Lift Station from KM Specialty Pumps at a cost of \$33,342 plus freight. These parts include three sets of impellers, wear rings etc. These are needed to maximize flow from the Master Lift Station.**

Motion: Leanna Hughes moved to recommend to Council to purchase wear parts for Master Lift Station from KM Specialty Pumps at a cost of \$33,342 plus freight. These parts include three sets of impellers, wear rings etc.

These impellers are needed to maximize flow from the Master Lift Station.

Motion seconded: Susan Helms

Discussion: Mr. Shoemaker stated that these impellers are roughly \$11,000 each. Mr. Powell stated the ones that are currently being used are worn and causing issues with capacity at the master lift station. Ms. Powell asked if this was the sole vendor to provide this impellers and Mr. Powell stated that they were.

Motion passed unanimously.

- 2. Request for recommendation to Council to approve CEI contract amendment for Lift Station #1 Force Main erosion Control Project. Phase I of this project was completed separately due to the Force Main being exposed on the northern end of the site and concerns of the pipeline freezing. Phase II involves armoring roughly 315 feet of the ditch, which requires additional survey work, preparing new easements due to subdivision and homeowner changes, and additional permitting due to the scope of work in this phase. Total Costs are Hourly Not to Exceed \$46,500. Cost break down Additional Design \$20,000 HRNTE, Additional Bidding \$6,000 HRNTE, Additional Construction Engineering \$3,000 HRNTE, Additional Permits \$9,000 HRNTE, Additional Easements \$8,500 HRNTE.**

Motion: Leanna Hughes moved to recommend to Council to approve the CEI contract amendment for Lift Station #1 Force Main erosion Control Project. Phase I of this project was completed separately due to the Force Main being exposed on the northern end of the site and concerns of the pipeline freezing. Phase II involves armoring roughly 315 feet of the ditch, which requires additional survey work, preparing new easements due to subdivision and homeowner changes, and additional permitting due to the scope of work in this phase. Total Costs are Hourly Not to Exceed (HRNTE) \$46,500. Cost break down is for additional Design \$20,000 HRNTE, Additional Bidding \$6,000 HRNTE, Additional Construction Engineering \$3,000 HRNTE, Additional Permits \$9,000 HRNTE, Additional Easements \$8,500 HRNTE.

Motion seconded: Christy Powell

Discussion: Mr. Flamion stated that Phase I of this project was complete more than six months ago. The Phase II of this project will be ongoing for at least two years. Mr. Shoemaker commented that he appreciated the breakdown format and that Town Council would as well.

Motion passed unanimously.

3. **Combination Truck replacement discussion**

Mr. Powell brought the discussion to the Utility Committee meeting regarding the 2007 model Combination truck. He stated that trucks in similar condition have collapsed and he is wanting to be proactive to make sure that this doesn't happen to this one. He stated that a replacement truck is approximately \$600,000 - \$800,000. Mr. Shoemaker asked if any attachments could be salvaged from the current truck to use with the new one. Mr. Powell responded that there is possibly some they could use. He had also spoke to the vendor regarding keeping the chaise from the old one which would save around \$180,000. Mrs. Helms stated that if a new truck was purchased, she would recommend doing a lease payment plan instead of purchasing outright. Mr. Powell was asking for approval to continue to spend time investigating the best option for a new truck. The committee approved Mr. Powell to proceed with getting quotes and looking into different styles of a new truck.

Engineer Report, Drew Flamion

4. **Kenosha Hills Lift Station Elimination Project – Request authorization to bid.**

Motion: Leanna Hughes moved to authorize CEI to take the Kenosha Hills Lift Station Elimination Project out to bid.

Motion seconded: Russell Powell

Discussion: This project is estimated to cost \$325,000 and eliminates a failing lift station.

Motion passed unanimously

Motion: Russell Powell moved to recommend to Council to approve paying Center Point Energy \$25,910.54 to remove and later restore a utility pole and overhead lines at Willow Pond Road and Ella Circle.

Motion seconded: Susan Helms

Discussion: This is so the Kenosha Hills Lift Station Elimination Project can be completed.

Motion passed unanimously.

5. 2023 Annual CMOM Report (attached short and long version)

Motion: Steve Shoemaker moved to recommend to Council to approve the Capacity Management Maintenance and Operation (CMOM) report for submittal to the EPA.

Motion Seconded: Susan Helms

Discussion: This report is required by EPA. The utility treated approximately 1.334 billion gallons of raw sewage for the year 2023. Of this, the Utility only had 7 events (equipment failure immediately repaired), totaling 2,550 gallons of raw sewage being spilled or 0.0002% of the total treated flow!

Motion passed unanimously.

6. Sewer Utility Improvements Project

a. PER and AMP Drafts / Updates

Motion: Steve Shoemaker moved to recommend to Council to approve the Asset Management Plan (AMP).

Motion Seconded: Leanna Hughes

Discussion: The asset management requires CEI, Baker Tilly, and Sewer Dept. to work as a Team to complete one report on the Town's existing sewer assets. A front-end certification form will be required to be executed, by Town Council, for the SRF Submittal. This certificate will be prepared for Town Council consideration at the last meeting in March.

Motion Passed unanimously.

Utility Chairman, Steve Shoemaker

Consent Decree

Mr. Shoemaker asked what the status of the consent decree was. Mr. Wischer commented that all the information was with their lawyer at the EPA. He stated that were reviewing the information and that if any issues needed to be addressed, they would contact us.

Motion: Steve Shoemaker moved to recommend to Council to acknowledge the outstanding work accomplished by the sewer department staff.

Motion Seconded: Christy Powell

Discussion: No additional discussion.

Motion passed unanimously.

Town Attorney, Chris Wischer

Baker Tilly Engagement Letter

Motion: Steve Shoemaker moved to recommend to Council to approve the Baker Tilly Engagement Letter.

Motion Seconded: Leanna Hughes

Discussion: This includes current services and new services for hourly rates and flat fees. The services include the master plan and the annual report. The services include financial scenarios for the Preliminary Engineer Report, completion of the financial section of the Asset Management Plan, and Annual Report.

Motion passed unanimously.

Libbert Lakes Off-Site Sewer Extension

Mr. Wischer commented on the Libbert Lakes matter. He stated that the easement was approved last agreement, and it's been recorded. Ms. Hardeston has paid Libbert Lakes LLC. Mr. Combs agreed to pay ½ the legal fees. The contract is done so the construction permit can be written.

Town Manager, Christy Powell

Master Lift Station Ditch

Ms. Powell commented on the issue with the Master Lift Station on Libbert Road. Mr. Chad Bennett and his engineer contacted Town about an issue they were having with the ditch flow that runs through the center of the property. Currently, there is an easement to allow farmers to get in. Mr. Shoemaker asked if this was a stormwater issue or a sewer issue. Ms. Powell stated that is sewer property, but it's a ditch that's connected to their retention pond. It's a property issue because it is a floodplain. She stated they have taken the drainage off Libbert Road and directed it to this pond. Mr. Wischer stated that Ohio Township asked that we clear the ditch, however, we don't have a legal obligation to do this. Ms. Powell stated that currently the Town's created right of entry going to their drainage board to be approved. This will allow them to get in and clear the ditch. Mr. Wischer stated that we don't want to do the work and be held liable if it doesn't fix the issue. We offered to split the work 50/50, but that wasn't enough. Our property isn't the only property impacted. Ms. Powell stated that we would like to take the stance of being a good neighbor; however, this will be on our terms not theirs.

Utility Manager, Susan Helms

7. Financial Report

Mrs. Helms stated that operation and maintenance account we have \$6,837,565.29. She also stated the bond and interest account went down to \$544,335.67 this is due to all bonds being paid out in January. Cash reserve went down due to two payments being made in December and we've now

decided to go up \$25,000 for the year. Trying to catch this up from June to December.

8. Leak Adjustment for 3 months for Syed Ali at 5699 Sherwood Court

Motion: Leanna Hughes moved to recommend to Council to approve the three months of leak adjustments for 5699 Sherwood Court.

Motion seconded: Russell Powell

Discussion: This is due to the extended amount of time it took for insurance to repair the leak.

Motion passed unanimously.

9. Employee for Utility Office

Motion: Steve Shoemaker moved to recommend to Council to approve the Utility Office hiring an additional employee.

Motion Seconded: Leanna Hughes

Discussion: This is due to Lynette Temple retiring and Susan Helms reducing her hours in preparation for retirement.

Motion passed unanimously.

Mr. Shoemaker adjourned the meeting.


Motion: Russell Powell moved to adjourn the meeting.

Motion seconded: Susan Helms

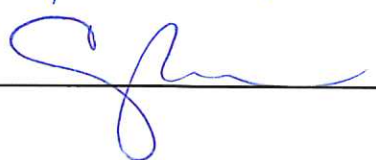
Discussion: No additional discussion.

Motion passed unanimously.

Approved this 3rd day of April, 2024.







"Persons with disabilities or non-English speaking persons who wish to attend a public meeting or hearing and need assistance should contact Christy Powell, at Town Hall, 23 W Jennings St., Newburgh, IN 47629 or 812-853-1720 not later than one (1) week prior to any meeting or hearing. Every effort will be made to make reasonable accommodations for any such person or persons."