

**Utility Committee Meeting**  
**February 6, 2023**  
**9 a.m. Newburgh Town Council Chambers**

Steve Shoemaker, Leanna K. Hughes, Chris Wischer, Connor Voegel, 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. with a quorum present.

**Consent Agenda**

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|-----------------------------|---|
| 1. Monthly Tracking Report  | 5. Financial Report                     |
| 2. Inspection Status Report | 6. Monthly Sewer Adjustment             |
| 3. Sewer Repairs Report     | 7. Approval of December 7, 2022 Minutes |
| 4. Tap Report               |   |

Motion: Russell Powell moved to approve the consent agenda.

Motion seconded: Susan Helms

Discussion: No additional discussion.

Motion passed unanimously.

**Petitions and Comments from Citizens Present**

**9:45 am - Glen Meritt – Sanitary sewer options for the Grimm property at the northwest quadrant of SR 662 & Ellerbusch Road.**

Mr. Meritt will submit the approximate flow amounts. The numbers will be entered into the model to determine the best sewer options for the property.

**Committee Discussion Items**

**WWTF Superintendent, Russell Powell**

- 1. Request for recommendation to Council for approval of CEI Task order 2023-03. This agreement is for the annual CMOM report. This agreement is an hourly rate not to exceed \$9,250.**

Motion: Susan Helms moved to recommend to Council to approve CEI Task order 2023-03 for the annual CMOM report. This agreement is an hourly rate not to exceed \$9,250.

Motion seconded: Russell Powell

Discussion: This is a standard annual contract between Town and CEI for the CMOM (Capacity Management Operation and Maintenance) report. The CMOM is an information management system for the sanitary sewer system.

Motion passed unanimously.

- 2. Request for recommendation to Council for approval of CEI #2023-04 for engineering services for a sewer main relocation due to the CCMG storm water project on Bartlett St. This cost includes Preliminary design, Final design, bidding and IDEM Sewer Permit as fixed costs and Construction Engineering and inspection services as an hourly rate. The total for this agreement is \$33,000.**

Motion: Susan Helms moved to recommend to Council to approve CEI Task Order #2023-04 for engineering services for a sewer main relocation due to the CCMG storm water project on Bartlett Street. This cost includes preliminary design, final design,

bidding and IDEM Sewer Permit as fixed costs and Construction Engineering and inspection services as an hourly rate. The total for this agreement is \$33,000.

Motion seconded: Christy Powell

Discussion: This project requires an 8" sanitary sewer main to be relocated from Hillcrest Drive east for approximately 175 linear feet along Bartlett Drive. As required to meet Town's 2023 CCMG application and construction timeline.

Motion passed unanimously.

- 3. Request for recommendation to Council for approval of CEI #2023-05 for engineering services needed due to Warrick County plans to install a roundabout at Vann and Anderson. This area has multiple utilities including our 24" Master Lift Station Force Main as well as a 6" Force main from Central Towers. This also has limited space available for relocation due to several lakes near the roadway. This contract will provide a study and report with options available for relocation. The total for this agreement is \$19,500.**

Motion: Russell Powell moved to recommend to Council to approve CEI #2023-05 for engineering services due to Warrick County planning to install a roundabout at Vann Road and Anderson Road. This contract will provide a study and report with options available for relocation for a total of \$19,500.

Motion seconded: Susan Helms

Discussion: This area has multiple utilities including our 24" Master Lift Station Force Main and a 6" Force main from Central Towers. This also has limited space available for relocation due to several lakes near the roadway.

Motion passed unanimously.

- 4. Industrial Waste Permits discussion**

An industrial company in Newburgh has inquired about an industrial waste permit, this company has been prohibited from dumping in Evansville and Owensboro. The committee asked Mr. Powell and legal to acquire more information and bring to a future meeting.

- 5. Rooster Den FOG violations**

The Rooster Den received a FOG (Fats, Oil, and Grease) permit in April 2022 with a waiver from the standards to utilize the existing 1000 gallons interceptor which is smaller than the calculation requires. The owners will increase the cleaning frequency from 90 days to 45 days and test the effluent to ensure proper FOG removal. The Rooster Den has failed all tests since the permit was issued. A letter will be sent stating a bigger tank is required and a new questionnaire needs to be submitted within six months.

- 6. Request for recommendation to Council for approval of CEI Amendment 1 to the Pecka Ditch Sub Basin Recalibration Study. This amendment is for additional work due to the inconsistent data from the flow meters during the original study. This agreement is a lump sum in the amount of \$26,000.**

Mr. Shoemaker would like Mr. Powell to ask the meter company (GRIPP) if they would pay for a portion of these charges because the additional work is due to inconsistent data from the flow meters.

Motion: Leanna Hughes moved to recommend to Council to approve CEI Amendment #1 to the Pecka Ditch Sub Basin Recalibration Study for a total of \$26,000.

Motion seconded: Susan Helms

Discussion: This amendment is for additional work due to the inconsistent data from the flow meters during the original study.

Motion passed unanimously.

- 7. CDL training for employees, 80-100 hours with approved certified trainer.**  
Mr. Powell has four or five employees that need to acquire CDL training for \$4,000 each. Legal will look into a requirement of a two-year commitment of employment after certification is acquired and bring to the next Utility meeting.

### **Engineer Report, Drew Flamion**

- 1. Green Springs Valley Change Order #3**  
**This project originally started in 2006.**  
Motion: Leanna Hughes moved to recommend to Council to approve Green Springs Valley Trunk Line Upgrades Project Change Order #3 for a total of \$19358.  
Motion seconded: Russell Powell  
Discussion: This is for additional CenterPoint potholing, AT&T driveway undercut, dissimilar sewer pipe connection, and storm shelter removal.  
Motion passed unanimously.
- 2. Newburgh Heights**  
Newburgh Heights bid opening is February 24, 2023.
- 3. LS Force Main Erosion Control**  
Motion: Russell Powell moved to recommend to Council to approve CEI to quote out Newburgh Lift Station #1 Force Main Erosion Control Project.  
Motion seconded: Leanna Hughes  
Discussion: This is for the exposed 18" force main section near Overlook Court.  
Motion passed unanimously.
- 4. ACEC banquet is April 27<sup>th</sup> in Indianapolis.**  
Mr. Flamion requested anyone that is interested in attending the April 27, 2023 banquet let him know by Thursday, February 9, 2023. The committee asked for two awards, one for Town Hall and one for the Plant.

### **Utility Chairman, Steve Shoemaker**

- 1. Magazine article on line analysis with Burgess & Niple**  
Mr. Shoemaker distributed a magazine with an article about the analysis with Burgess & Niple.

### **Town Attorney, Chris Wischer**

- 1. Green Spring Valley Project update.**  
Mr. Wischer informed the committee of an easement within the Green Springs Valley Project that a property owner is upset about. The easement requires a manhole and to appease the property owner this manhole will be buried by at least one foot.

### **Town Manager, Christy Powell**

No Report

### **Utility Manager, Susan Helms**



1. Susan Helms stated the Sewer Operating Account balance is \$6,112,350.53. The motions outstanding amount is \$424,977.03.

Mr. Shoemaker requested a column be added to the financial report with the balance from last month.

2. **Payroll Software for Town of Newburgh PR**

Mrs. Helms and Mrs. Lee explained that the payroll software will eliminate the need to pay an outside company to process the Town employee payroll. The software will be split with sewer paying sixty percent.

3. **Leak Adjustments Waiver for additional months – 7777 Marywood**

Motion: Christy Powell moved to recommend to Council to approve an additional adjustment for 7777 Marywood in Newburgh, In.

Motion seconded: Russell Powell

Discussion: An extended period of time was needed to locate and repair the leak.

Motion passed unanimously.

**Mr. Shoemaker adjourned the meeting at 11:00 a.m.**


Motion: Christy Powell moved to adjourn the meeting.

Motion seconded: Susan Helms

Discussion: No additional discussion.

Motion passed unanimously.

Approved this 1st day of March, 2023.



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Handwritten signature of Jeanne K. Hughes on a horizontal line.