

Utility Committee Minutes
April 3, 2024
9:30 a.m. Newburgh Council Chambers

Steve Shoemaker, 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
2. Inspection Status Report
3. Sewer Repairs Report
4. Tap Report
5. Financial Report
6. Monthly Sewer Adjustment
7. Approval of March 6, 2024 Minutes

Motion: Susan Helms moved to approve the consent agenda.

Motion seconded: Russell Powell

Discussion: No additional discussion.

Motion passed unanimously

Petitions and Comments from Citizens Present

9:45 am – Glen Meritt – Libbert Lakes

Mr. Meritt was present at the Utility Committee meeting to discuss Libbert Lake Subdivision and the sanitary sewer lines. Due to the way the subdivision is laid out, Mr. Meritt was present to ask for waiver of standards.

Motion: Russell Powell moved to recommend to Council to approve the waiver of standards to allow manholes 607, 610, and 611 as shown in the drawing for Libbert Lakes.

Motion seconded: Christy Powell

Discussion: This is due to the curve in the roads and not being able to center the manholes in the easement.

Motion passed unanimously.

Motion: Russell Powell moved to recommend to Council to approve the waiver of standards for the sewer main to be through the cul-de-sac as shown in the drawing for Libbert Lakes.

Motion seconded: Leanna Hughes

Discussion: The line is still inside the right of way.

Motion passed unanimously.

Motion: Christy Powell moved to recommend to Council to approve the waiver of standards to allow the sanitary sewer lines to be offset by one foot in the easement as shown in the drawing for Libbert Lakes.

Motion seconded: Russell Powell

Discussion: This is due to the curve in the roads and not being able to center the lines in the easement.
Motion passed unanimously.

Committee Discussion Items

Wastewater Treatment Facility Superintendent, Russell Powell

1. Request for recommendation to Council for approval of FOG Permit #031924 for La Catrina Mexican Restaurant. This permit includes a waiver to allow the existing 3 grease traps to remain in service with a new business owner.
Motion: Susan Helms moved to recommend to Council to approve FOG Permit #031924 for La Catrina Mexican Restaurant at 7799 State Route 66, Suite 102 B.
Motion seconded: Russell Powell
Discussion: This permit includes a waiver to allow the existing 3 grease traps to remain in service with a new business owner. This is in the Busler Minor Subdivision behind Hucks.
Motion passed unanimously.

2. Request for recommendation to Council for approval of FOG Permit #032024 for China Village. This permit is for a new owner. The previous permit had a waiver to allow a slightly smaller tank than our standard calculation deems necessary. The existing FOG interceptor is 1500 gallons and our calculation requires 1620 gallons. The previous owners had no issues maintaining compliance with the FOG permit.
Motion: Susan Helms moved to recommend to Council to approve FOG Permit #032024 for China Village new owner at 8243 Bell Oaks Center.
Motion seconded: Russell Powell
Discussion: The existing FOG interceptor is 1500 gallons and our calculation requires 1620 gallons. The previous owners had no issues maintaining compliance with the FOG permit. This is down from Schnucks.
Motion passed unanimously.

3. Request for recommendation to Council for approval of FOG Permit #032124 for Maruti Donuts 3 Realty LLC. This permit includes Dunkin Donuts and Buffalo Wild Wings. These businesses are in the same building. The FOG permit is written to the building owner to have responsibility of the FOG Permit requirements.
Motion: Russell Powell moved to recommend to Council to approve FOG Permit #032124 for Maruti Donuts 3 Realty LLC at 3955 Orchard Lane.
Motion seconded: Susan Helms
Discussion: This permit includes Dunkin Donuts and Buffalo Wild Wings. These businesses are in the same building. The FOG permit is written to the building owner to have responsibility for the FOG Permit requirements. Mr. Shoemaker asked Mr. Powell about the inspections of the grease traps and Mr. Powell stated that all traps were inspected twice per year.
Motion passed unanimously.

4. Request for recommendation to Council for approval of CEI contract for the West Side Master Lift Station Recalibration Study. This contract will allow CEI to recalibrate the hydraulic model that is used to calculate available capacity and evaluate risks associated with adding new customers. This study is warranted by the amount of growth in the Master Lift Station Basin and the unknown impacts from the recent Green Springs Valley Project, the Villas of Oak Grove and Lynch and Epworth Sanitary sewer extension. The current model from 2016 is showing Master Lift Station and the 24" force main are currently near capacity. This study will include physical surveys to confirm critical points in the existing model from 2016 along with providing up to date data to properly analyze risks to the Utility. Flow metering is currently on-going by Newburgh personnel for implementation into the study. This study will provide improvement alternatives and cost estimates for the Utility to review. The cost for this service is \$72,000- lump sum.

Motion: Russell Powell moved to recommend to Council to approve the CEI contract for West Side Master Lift Station Recalibration Study. This contract will allow CEI to recalibrate the hydraulic model that is used to calculate available capacity and evaluate risks associated with adding new customers. The cost for this service is \$72,000. This is a lump sum.

Motion seconded: Susan Helms

Discussion: This study is warranted by the amount of growth in the Master Lift Station Basin and the unknown impacts from the recent Green Springs Valley Project, the Villas of Oak Grove and Lynch/Epworth Sanitary sewer extension. The current model from 2016 shows Master Lift Station and the 24" force main are currently near capacity. This study will include physical surveys to confirm critical points in the existing model from 2016 along with providing up-to-date data to properly analyze risks to the Utility. Flow metering is currently ongoing by Newburgh personnel for implementation into the study. The Town personnel is using their own flow meter to save some money on this project. This study will provide improvement alternatives and cost estimates for the Utility to review.

Motion passed unanimously.

Engineer Report, Drew Flamion

1. Sewer Utility Improvements Project
 - a. PER and SRF Application Updates

Mr. Flamion discussed the Preliminary Engineering Report and the State Revolving Fund Application for the Sewer Utility Improvements Project. He stated all of these reports are planning documents and are subject to change. The Asset Management Plan is the current overview of the Utility and the SRF is a future view. Mr. Wischer, Town Attorney, stated that he would bring this to Council members on April 10, 2024 for discussion but no action would

need to be taken until the following Council meeting on April 24, 2024 for approval at the Public Hearing Meeting.

Utility Chairman, Steve Shoemaker

None

Town Attorney, Chris Wischer

Mr. Wischer stated that the Capacity Management Operation and Maintenance Report has been filed with the EPA. He received an email that the EPA is in the process of reviewing it, and he will follow-up in regards with the consent decree.

Town Manager, Christy Powell

None

Utility Manager, Susan Helms

1. Financial Report
 - a. Ms. Helms, Utility Office Manager stated that the Sewer Operating Account balance is \$6,768,403.88. The drop in the account balance was due to payment of projects.
2. Utility Office employees wage adjustment
 - a. Mrs. Helms requested a pay increase for the Utility Office employees due to having to hire an additional person. The increase is to make it consistent the current employees are above the new hire.

Motion: Steve Shoemaker moved to recommend to Council to approve a \$1.00 an hour pay increase for 3 Utility Office employees.

Motion seconded: Susan Helms

Discussion: This is to start on April 15, 2024.

Motion passed unanimously.

Motion: Christy Powell moved to adjourn the meeting.

Motion seconded: Leanna Hughes

Discussion: No additional discussion.

Motion passed unanimously.

Approved this 1st day of May, 2024.

Reverend Paul

Mr
Leanna K. Hughes

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."