

UTILITY COMMITTEE
March 4, 2020 9:00 a.m. Newburgh Town Hall

Present: Steve Shoemaker, Carol Schaefer, Christy Powell, Susan Helms, Leon Key, Dick Lautz, Drew Flamion and Chris Wischer. Others in attendance: Jim Morley, Danny Ubelhor, Tom Keith, Tony Wilson, Nathan Willis and Jeff Holweger.

Utility Chair Steve Shoemaker called the meeting to order at 9:01 AM with a quorum present.

Consent Agenda

Monthly Tracking Report, Inspection Status Report, Sewer Repairs Report, Tap Report, Financial Report, Monthly Sewer Adjustment and approval of February 5, 2020 minutes.

Motion: Christy Powell moved to approve the consent agenda.

Motion seconded: Leon Key

Discussion: None

Motion passed unanimously.

Committee Discussion Items

Wastewater Treatment Facility Superintendent, Leon Key

1. Request for a recommendation to Council to approve the Ghost Quesadilla Fats, Oils and Grease (FOG) Discharge Permit No. 021920. The permit waives the installation of an external grease interceptor in favor of an existing 25 gallons per million (gpm) grease trap.

Mr. Key stated Ghost Quesadilla is located in the former Spuds N Stuff building. Spuds N Stuff was granted a waiver from an external grease interceptor in favor of an existing 25 gallons per million (gpm) grease trap. Mr. Key requested the same waiver for Ghost Quesadilla.

Motion: Susan Helms moved to recommend to council to approve the Ghost Quesadilla FOG Discharge Permit No. 021920 which waives the installation of an external grease interceptor in favor of an existing 25 gallons per million (gpm) grease trap.

Motion seconded: Christy Powell

Discussion: None

Motion passed unanimously.

2. Discussion concerning Jennings Street Public House FOG discharge permit.

Mr. Key stated the Jennings Street Public House completed the FOG questionnaire. The business will not be preparing food so a FOG permit is not necessary. Mrs. Helms will notify the business.

3. Discussion concerning purchase of the Prow property.

Mr. Key stated the Prow property, located across the street from the Wastewater Treatment Facility (WWTF), is for sale. Mrs. Powell requested an appraisal be conducted. The purchase would allow the WWTF to expand.

Mrs. Powell met with Dilip Patel who stated he plans to install a large grease interceptor when the former Edgewater Grill is renovated. Mr. Patel has received the FOG questionnaire.

Engineering Report, Drew Flamion

1. 2019 Capacity, Management, Operation and Maintenance (CMOM) Report

Mr. Flamion distributed copies of the CMOM report. Accolades were expressed to CEI and Leon Key.

Motion: Leon Key moved to recommend to Council to approve the Capacity, Management, Operation and Maintenance (CMOM) Report.

Motion seconded: Christy Powell

Discussion: None

Motion passed unanimously.

Utility Committee Member, Carol Schaefer

1. Sewer Tap for the Little Red Brick House at the Old Lock and Dam Park.

Mrs. Schaefer stated the Newburgh Arts Commission is considering the construction of a ticket booth and concession stand in the Little Red Brick House at the Old Lock and Dam Park and adding an ADA restroom facility. Mr. Key stated the closest line is a sewer main located across the street. A second option is an extension from an 8" line. Commonwealth Engineering Inc. (CEI) will research the options and associated costs. If it is not feasible to connect to sewer, anyone renting the facility would be responsible to supply portable facilities.

Motion: Carol Schaefer moved to recommend to Council to allow Commonwealth Engineering Inc. (CEI) to investigate the feasibility of a sewer connection to the Little Red Brick House at the Old Lock and Dam Park.

Motion seconded: Christy Powell

Discussion: None

Motion passed unanimously.

Petitions and Comments from Citizens Present

9:15 Morley, Warrick Research & Industrial Center #8, Sect 2.

Mr. Morley distributed a plat map of the Warrick Research & Industrial Center #8, Sect 2. The south area is served by a Newburgh sewer line located along Vann Road. The north section is connected by multiple grinder pumps to the Vann Road line. The sewer connection needed for Lot 8 would come from the manhole located on the southeast side of Lot 7 along Vann Road through a private easement with a new lift station constructed on Lot 8. The county is planning to build a facility to house an office, trucks and salt on Lot 9 and a grinder pump will be needed for this area. Mr. Flamion stated the Central Towers Lift Station serves this area and is beginning to reach capacity with only 20 gallons per million (gpm) available. Mr. Lautz requested flow data for the area from Mr. Morley.

Motion: Christy Powell moved to recommend to Council to allow Morley to install a commercial duplex lift station on Lot 8 located in the Warrick Research & Industrial Center #8, Sect 1.

Motion seconded: Leon Key

Discussion: Morley will supply flow data.

Motion passed unanimously.

Mr. Morley stated a secondary plat has been filed with the county for the Lot 9. Prospect Drive must be vacated as part of the plat in process. Mr. Key stated he will approve the Lot 9 Lift Station contingent upon capacity. In the future, capacity letters will have an expiration date.

Motion: Christy Powell moved to recommend to Council to allow Morley to install a lift station on Lot 9 located in the Warrick Research & Industrial Center #8, Sect 1 contingent upon CEI's capacity review.

Motion seconded: Carol Schaefer

Discussion: Morley will supply flow data to CEI.

Motion passed. Aye-4, Nay-1 (Leon Key)

9:30 Lot 15 Subdivision on Prospect Drive

Mr. Morley stated Maken Corporation is planning to build an office on Property E/Lot 15 off Prospect Drive. Maken owns Lot 42/Lot A Baywater at Berkshire Phase I which is across the street from Property E/Lot 15. It is believed that Maken has a platted lot that has been approved; therefore, a tap can be purchased for Lot 42. Following the purchase, the tap for

Baywater Lot 42 can be transferred to Property E/Lot 15 with a signed agreement that Baywater Lot 42 cannot be tapped until adequate capacity has been established. Lot A, listed as a commercial lot, is part of the residential Baywater Subdivision.

Motion: Carol Schaefer moved to recommend to Council to allow Maken Corporation to purchase a tap for Property A/Lot 42 in Baywater and allow that tap be transferred to Property E/Lot 15 subject to documentation that the Baywater Property A/Lot 42 will not be tapped at this time or by any future property owner until adequate capacity has been established.

Motion seconded: Christy Powell

Discussion: None

Motion passed unanimously.

9:45 AM Tom Keith and Tony Wilson, Proposed development on Lot 7 Warrick Place

Mr. Keith, representing Andy Easley Engineering, distributed a copy of Lot 7 Warrick Place showing the replat of Lot 3, 4 and 5. The original plat was recorded in approximately 2003. The lot is located in the southeast corner of the Apple Center at Orchard Lane and Hwy 66; there is no sewer at the location. The owner is proposing a three (3) store retail building including a donut shop. The engineering firm suggested a couple options of bring sewer to the location. This area connects to the Pecka Ditch Line where capacity is not available. The plan to solve the capacity issue will be completed in approximately two (2) years.

10:00 Nathan Willis – Sewer Encroachment for driveway

Mr. Willis, 4462 Martha Court, Lot 30 in Pine Valley, would like to widen his driveway. Mr. Key stated the homes in the Pine Valley subdivision were approved with front easements with all driveways crossing the sewer line and recommended the council approve the request to widen the driveway.

Motion: Leon Key moved to recommend to Council to approve the allowance of driveways across the easements in the Pine Valley Subdivision.

Motion seconded: Christy Powell

Discussion: Mr. Wischer stated the easement predates the driveway so the Town is protected.

Motion passed unanimously.

10:15 Jeff Holweger, Proposed Jenner & Anderson Lift Station Discussion

Mr. Holweger requested a cost share with the Town for a new lift station to service the Jenner/Anderson development. At the February 5, 2020 Utility Committee meeting, “Mr. Hynes reported a capacity study was conducted for the Jenner/Anderson development where a 36-unit, 18-duplex, subdivision is planned in the southwest quadrant. There is an existing lift station servicing Lakeridge H which was downsized years ago due to the low flow that serviced the approximate ten (10) lots in the area. The lift station does have the capacity and the ability to pump but the sump is undersized which would cause the pump to operate more than the manufacturer’s recommendation and shorten the life of the equipment. To provide capacity for the new development, the existing lift station would be abandoned and a new lift station built downhill and pump into the Victoria system to eliminate the loop around the Blue Lake lift station. Mr. Key stated the existing lift station serves the need of the utility at the present time. The construction of a new lift station to accommodate a new development would be at the developer’s expense estimated at \$300,000.00 to \$500,000.00 which would not be cost effective for a 36-unit development. 200 taps are needed to support a \$400,000.00 project.” Mr. Key stated if the Town could recover their investment, we could cost share. For this particular development, the Town would not recoup the investment. Chandler sewer agreed to waive their participation in this area.

Utility Chair, Steve Shoemaker

Mr. Shoemaker requested ideas to solve the capacity letter issue. Mr. Wischer stated a developer essentially reserves the capacity when the tap is purchased. Adding an expiration date on the capacity letter was suggested. Mr. Key stated when an IDEM permit is issued, we are certifying to IDEM that we have capacity. Further review will be necessary.

Town Attorney, Chris Wischer

1. Update of Green Springs Valley Cartage Terminals Negotiations

Mr. Wischer stated only a few easement acquisitions remain for the Green Springs Valley project of which five (5) are in condemnation. All should be obtained by June. Negotiations are underway with Cartage Terminals whose business will be impacted when the sewer project is in progress. Mr. Wischer stated the Town has made several concessions but Cartage Terminals requested the contractor be on his property no longer than 45 days. A manhole will be installed on the property, along with two (2) separate lines on the property all of which are at the contractor's discretion. Mr. Wischer stated he will continue to negotiate but condemnation may be necessary.

Town Manager, Christy Powell

No report.

Utility Manager, Susan Helms

1. Financial Report

Mrs. Helms stated the Sewer Operating Account balance is \$6,184,206.31. Approved projects in the amount of \$382,339.20 have not been disbursed. The Town has two (2) 1.4 million-dollar Certificates of Deposit with expiration dates of January 1, 2021 and earning approximately 1.73% APY.

Mrs. Helms will provide Mr. Shoemaker a budget report.

2. Sewer Waiver for 5233 Anderson Road

Mrs. Helms stated the property owner for 5233 Anderson Road requested a sewer waiver and approval for septic. Mr. Key stated the property does not adjoin or abut any Newburgh sanitary sewer lines.

Motion: Leon Key moved to recommend to Council to allow a letter be written to the Warrick County Health Department that sanitary sewer is not available to 5233 Anderson Road and the property does not adjoin or abut any Newburgh sanitary sewer lines.

Motion seconded: Christy Powell

Discussion: None

Motion passed unanimously.

3. Request a recommendation to Council to purchase a laptop for Utility Office from PC Quest at a cost of \$1,169.97 which includes Windows 10 and Microsoft Office & Business 2019.

Mrs. Helms requested a laptop for the Utility Office at a cost of \$1,169.97 which includes Windows 10 and Microsoft Office & Business 2019.

Motion: Christy Powell moved to recommend to Council to approve the request to purchase a laptop for the Utility Office at a cost of \$1,169.97 which includes Windows 10 and Microsoft Office & Business 2019 software from PC Quest.

Motion seconded: Leon Key

Discussion: None

Motion passed unanimously.

4. Sewer Bill Layout Revisions

Mrs. Helms stated she and Mrs. Kaufman have researched the costs and equipment involved to improve and update the billing process. A DS-64i Folder Inserter, to print and stuff the bills, at a cost of \$11,676.00 from Southern Business Machines will be needed. The new billing process will result in cost savings of over \$1,500.00 per month and improve labor productivity.

Motion: Leon Key moved to recommend to Council to approve the request to purchase a new DS-64i Folder Inserter at a cost of \$11,676.00 to streamline the billing process and all mass mailings.

Motion seconded: Christy Powell

Discussion: None

Motion passed unanimously.

Mr. Shoemaker adjourned the meeting at 11:19 AM.

Respectfully submitted,
Marilyn Doyle