

UTILITY COMMITTEE
August 7, 2019 10:00 a.m. Newburgh Town Hall

Present: Bill Kavanaugh, Carol Schaefer, Christy Powell, Susan Helms, Leon Key, Tom Bodkin, David Hynes, Chris Wischer and Christine Pham.

Others in attendance: Chad Bennett and Gary Miller.

Utility Chair Bill Kavanaugh called the meeting to order at 10:02 am with a quorum present.

Petitions and Comments from Citizens Present

10:00 am – Chad Bennett, Ohio Township Trustee Sewer Tap

Chad Bennett requested a tap estimate based on the Paradise Fire Station floor plan. Consulting Indiana Code 327 article 3, an unmanned station with 30 volunteers represents 35 gallons per firefighter, five (5) dorm rooms at 75 gallons per occupant, a two (2) person ambulance location at 75 gallons per person plus three (3) offices at 250 square feet per office. The tap fee estimate is \$11,620.00. The Town ordinance closest comparison is utilizing office space square footage which estimates the tap at \$26,000.00. The Epworth Road fire station may relocate to 3499 Libbert Road.

Motion: Tom Bodkin moved to recommend to Council to establish a tap fee for Ohio Township Trustee of not less than \$11,620.00 and, if an adjustment is needed, use 327 Indiana Administrative Code (IAC) Article 3 to determine the fee.

Motion seconded: Christy Powell

Discussion: Access to the sewer line was discussed and an easement may be necessary. Mr. Key stated a FOG permit must be completed; however, a waiver for a grease trap in lieu of an interceptor is an option.

Motion passed unanimously.

Motion: Tom Bodkin moved to recommend to Council to grant the Ohio Township Trustee special permission to tap the gravity interceptor 'trunk' line.

Motion seconded: Leon Key

Discussion: Mr. Key stated special permission is necessary to connect a lateral to a trunk line.

Motion passed unanimously.

10:10 am – Gary Miller, 5888 Sharon Road

Mr. Miller requested a tap to the sanitary sewer trunk line. The 5888 Sharon Road property contains two adjoining (2) parcels. If the property is sold, an easement must be recorded.

Motion: Tom Bodkin moved to recommend to Council to grant permission for Gary Miller to tap into the Pecka Ditch Trunk Line.

Motion seconded: Leon Key

Discussion: Mr. Key recommended a backflow prevention device be installed.

Motion passed unanimously.

Consent Agenda

Monthly Tracking Report, Inspection Status Report, Sewer Repairs Report, Tap Report, Financial Report, Monthly Sewer Adjustment and approval of July 3, 2019 minutes.

Motion: Tom Bodkin moved to approve the consent agenda.

Motion seconded: Christy Powell

Discussion: Mrs. Helms stated two (2) commercial and 14 residential taps were sold.

Motion passed unanimously.

Committee Discussion Items

Wastewater Treatment Facility Superintendent, Leon Key

1. Request to declare the items listed in the motion as surplus with no value as all are outdated or broken.

Motion: Tom Bodkin moved to recommend to Council to approve the request to declare the following items as surplus with no value as all are either outdated or broken:

- | | |
|--|----------------------------------|
| a. Orion Electrode Ammonia, | i. YSI 5010 BOD Probe, |
| b. Orion Tri pH probe 9107BN Exp: 07 – 2015, | j. DO Meter YSI 50B, |
| c. Orion Tri pH probe 9107BN Exp: 09 – 2012, | k. Orion 720 pH Meter, |
| d. Ross pH Electrode, | l. Orion 720 pH Meter, |
| e. Ammonia ISE probe, | m. YSI 60 pH/ Temp Probe/ Meter, |
| f. Sension gel-filled pH probe, | n. HACH Sension 4 pH Meter, and |
| g. Sension pH probe, | o. HACH 5193500 pH probe. |
| h. YSI 5010 BOD Probe, | |

Motion seconded: Christy Powell

Discussion: None

Motion passed unanimously.

2. Request to replace the 2006 F350 quad cab truck and utility body with a new 2019 F350 quad cab chassis with utility body: a. F350 quad cab chassis from D-Patrick, Inc (Boonville Ford) at a cost of \$31,407.00 b. Utility Body from Valley Truck Equipment, LLC at a cost of \$14,588.55 plus shipping.

Motion: Tom Bodkin moved to recommend to Council to approve the request to purchase a new 2019 F350 quad cab chassis from D-Patrick, Inc (Boonville Ford) at a cost not to exceed \$31,407.00.

Motion seconded: Susan Helms

Discussion: Mr. Key stated the cost is under the state bid.

Motion passed unanimously.

Motion: Tom Bodkin moved to recommend to Council to approve the request to purchase a utility body for the new 2019 F350 quad cab chassis from Valley Truck Equipment, LLC at a cost of \$14,588.55 plus shipping.

Motion seconded: Christy Powell

Discussion: None

Motion passed unanimously.

3. Request to surplus the old 2006 F350 quad cab truck and utility body.

Motion: Tom Bodkin moved to recommend to Council to declare the 2006 F350 quad cab truck and utility body as surplus and dispose at the auto auction.

Motion seconded: Christy Powell

Discussion: Mr. Key stated the decision to surplus this vehicle is age and needed repairs.

Motion passed unanimously.

4. Request the approval of Food Service Discharge Permit # 081319 for Royal India Cuisine restaurant.

Motion: Tom Bodkin moved to recommend to Council to approve the Food Service Discharge Permit # 081319 for Royal India Cuisine restaurant.

Motion seconded: Christy Powell

Discussion: Mr. Key stated the facility has an external grease interceptor exemption that will be transferred to the new owner. Three (3) inside grease traps service the equipment.

Motion passed unanimously.

5. Request approval of the PBTT Newburgh’s Final Industrial Wastewater Discharge Permit # N-060319

Motion: Tom Bodkin moved to recommend to Council to approve the PBTT Newburgh’s Final Industrial Wastewater Discharge Permit # N-060319.

Motion seconded: Christy Powell

Discussion: The draft for this metal finishing company was approved at last month’s meeting. The Wastewater Treatment Facility will periodically test the self-monitored system and the sample must comply at all times.

Motion passed unanimously.

6. Request approval of the Food Service Discharge Permit # 080619 for Salsarita’s Fresh Mexican Grill

Motion: Tom Bodkin moved to recommend to Council to approve the Food Service Discharge Permit # 080619 for Salsarita’s Fresh Mexican Grill.

Motion seconded: Christy Powell

Discussion: None

Motion passed unanimously.

Engineer Report – David Hynes

1. Bell Road Widening – Statues Update

Mr. Hynes stated Commonwealth Engineering Inc. (CEI) submitted the first work plan and estimated the cost of the Bell Road Widening Project at \$1,000,000.00. The second iteration resulted in a utility relocation plan of \$500,000.00 due to the unexpected decreased cost of a large force main. Working with the county and the county’s consultant, the project is now estimated at \$100,000.00. CEI’s current contract was set at \$36,900.00 which has fallen short of the actual expense incurred. The work plan alone cost an additional \$17,000.00 due to the numerous revisions; the final work plan has not been approved. The overages will be included in the final design contract. The right-of-way issues that emerge in most state projects may be settled in court.

Motion: Tom Bodkin moved to recommend to Council to allow Commonwealth Engineering Inc. (CEI) prepare a final design contract for the Bell Road Widening Project and include the work plan overages.

Motion seconded: Christy Powell

Discussion: Mr. Wischer stated the following information should be included in all future easement acquisitions that will prohibit public right-of-way or an easement over the top of the sanitary sewer without expressed written permission

Motion passed unanimously.

2. 2015 Sanitary Sewer Collection System Modeling Contract Renewal

Mr. Hynes stated the contract is renewed periodically when funds used mainly for capacity studies have been depleted. A new modeling contract is needed with a suggested amount of \$20,000.00.

Motion: Tom Bodkin moved to recommend to Council to have CEI prepare a new contract for hydraulic modeling not to exceed \$20,000.00.

Motion seconded: Christy Powell

Discussion: This type modeling determined the connection restrictions on the Pecka Ditch.

Motion passed unanimously.

Town Attorney, Chris Wischer

Preliminary Timetable and Checklist prepared by Scott Peck of Faegre Baker Daniels

Scott Peck, bond counsel for Faegre Baker Daniels, prepared a preliminary timetable for the Victoria project based on open market funding. CEI generated a property list and the title work is nearly complete after which the easements can be prepared. CEI's Preliminary Engineering Report (PER) is on hold.

Preliminary Financial Analysis prepared by Doug Baldessari at Baker Tilly

A State Revolving Fund loan program and open market funding were considered. The Baker Tilly financial analysis is based on an amortization schedule of an \$8,000,000.00 bond. The open market timeline is a three-month process following the bond ordinance introduction. There would be a 3% increase if a standard bond with level amortization is used equating to \$0.55 for every 1,000 gallons of water consumption. The second option is a wrapped bond which extends the principal into future years. A rate increase is not needed with this method but there is a \$1.7 million interest expense over the course of the loan. The \$8 million bond will include the following: Victoria Lift Station Elimination, Central Towers Lift Station Elimination & Blue Lake Force Main relocation estimated at \$5,000,000.00; Blue Lake Lift Station & Trunk Line Upgrades estimated at \$1,474,000.00; and Sanitary sewer Slip line projects at \$1,404,000.00 for a total cost of \$7,878,000.00; all are part of the Master Plan. The Pecka Ditch project is currently being studied and is estimated at \$8,000,000.00 but not included in this bond. A Bond Anticipation Note (BAN) could be used for the Victoria project with a bond later for the Pecka Ditch line. Economic Development could be contacted for funding but the timeline would be extended and there will be impact fees that would affect developers negatively. The committee requested Baker Tilly prepare a financial analysis on \$16 million which would include the Pecka Ditch project. Any rate increase could be phased in over time. Construction on the Victoria project should begin by middle of next year.

Baker Tilly has prepared a tax impact study for possible annexation. An in-town/out-of-town comparison will be prepared; any rate adjustments will maintain the Indiana Utility Regulatory Commission (IURC) approved split.

Triple Crown and Green Springs Valley Easements

All easements have been acquired for the Triple Crown Lift Station Project; construction may begin before the end of this year. Appraisals are being prepared for the Green Springs Valley project.

Town Manager, Christy Powell

No report.

Utility Manager, Susan Helms

1. Financial Report

Mrs. Helms stated the Sewer Operating Account balance is \$4,956,147.67. Approved projects in the amount of \$341,925.98 have not been disbursed.

2. Approval of Minor Subdivision – Rancho La Costa – Ferstel Road

The Rancho La Costa minor subdivision plans to divide the property. A 20" and 15" sewer line run through the property but the 20" line does not have an easement. There are three (3) parcels in the property and each adjoin the sanitary sewer. The subdivision can be approved but Morley and Associates must plat the easement and the 20" sewer line.

3. Update Commercial Tap-In Fees Ordinance 1987-1

Ordinance 1987-01 deals with setting commercial tap fees. It was decided to review the ordinance based on Indiana Code 6-11 which determines peak and average flows for developments and amend the Town's ordinance accordingly.

Motion: Tom Bodkin moved to recommend to Council to have legal review Ordinance 1987-01, Commercial Tap-In Fees, and recommend category modifications as listed in 327 IAC 3.

Motion seconded: Christy Powell

Discussion: None

Motion passed unanimously.

The Utility Committee meetings may begin at 9:00 am beginning in January 2020.

Motion: Leon Key moved to adjourn the meeting.

Motion seconded: Christy Powell

Discussion: None

Motion passed unanimously

The meeting adjourned at 11:33 AM.