

**Utility Committee Meeting
November 16, 2022
9:00 a.m. Newburgh Town Council Chambers**

Steve Shoemaker, Leanna K. Hughes, Chris Wischer, Leroy Goldsberry, Susan Helms, David Hynes, Drew Flamion, and, Christy Powell

Also in attendance were Rebeka Kaufman, Connor Vogel, and Tracy Waddell

Utility Committee member Steve Shoemaker called the meeting to order at 9:00 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 October 5, 2022 Minutes |
| 4. Tap Report | |

Motion: Leanna Hughes moved to approve the consent agenda.

Motion seconded: Christy Powell

Discussion: No additional discussion.

Motion passed unanimously.

Petitions and Comments from Citizens Present

No citizens

Committee Discussion Items

WWTF Inspection Supervisor, Leroy Goldsberry

- 1. Request for recommendation to Council for approval of FOG Permit for Tortilleria "LaMilpa". This permit includes a waiver from the installation of FOG interceptor and include a 50-gpm grease trap. This business will be making tortilla shells to sell to local businesses.**

This business is located on Peachwood Drive.

Motion: Christy Powell moved to recommend to Council to approve FOG Permit # 111422 for Tortilleria "LaMilpa".

Motion seconded: Leanna Hughes

Discussion: This permit includes a waiver from the installation of FOG interceptor and include a 50-gpm grease trap. This business will be making tortilla shells to sell to local businesses.

Motion passed unanimously.

- 2. Consent Decree Discussion**

Continued discussion on the Consent Decree between Town of Newburgh and EPA. Legal has been reviewing the decree. Mr. Powell will confirm compliance with EPA. There should be something to vote on next month.

- 3. Request for recommendation to Council for approval of CEI Task Order 2022-16. This task order is for Lift Station #1 exposed Force Main. This force main had roughly 2 feet of exposed pipeline dating back to 2013. Resent inspection found approximately 15 feet exposed now. The original project included stabilizing the entire ditch along 6 properties. This is the "storm" force main and only flows**

during storm events. It is in danger of freezing in winter. This task order is needed for survey, preliminary design, final design, and bidding of a quote package for minimal repair to protect our force main and easement acquisition assistance for the bigger project. This task order amount is not to exceed \$34,250.

This project is on the east side of Overlook Court and is for rehab work to the ditch line. There will be a Phase 2 for the downstream fixes.

Motion: Leanna Hughes moved to recommend to Council to approve CEI Task Order 2022-16 for Lift Station #1 exposed Force Main for an amount not to exceed \$34,250.

Motion seconded: Susan Helms

Discussion: This force main had roughly 2 feet of exposed pipeline dating back to 2013. Recent inspection found approximately 15 feet exposed now. This is the "storm" force main and only flows during storm events and is in danger of freezing in winter. The task order is needed for survey, preliminary design, final design, and bidding of a quote package for minimal repair to protect our force main and easement acquisition assistance for the bigger project.

Motion passed unanimously.

- 4. Request for recommendation to Council for approval of CEI # 2022-15 amendment to 2018-03 and 2019-08. This project is to replace an existing 6" lateral which crossing property lines with a new 8" main and add 2 manholes at 8288 and 8268 Oak Drive. Engineer to provide a study and report, preliminary design, Final design, Permit Acquisition, Easement descriptions and negotiations and Quoting or Bidding services. This task order amount is not to exceed \$27,600**

Motion: Leanna Hughes moved to recommend to Council to approve CEI Task Order 2022-15 amendment to Task Orders 2018-03 and 2019-08 for an amount not to exceed \$27,600.

Motion seconded: Susan Helms

Discussion: This task order is to replace an existing 6" lateral which crosses property lines with a new 8" main and adds 2 manholes at 8288 and 8268 Oak Drive. CEI is to provide a study, preliminary design, final design, permit acquisition, easement descriptions, negotiations, and quoting or bidding services.

Motion passed unanimously.

- 5. Request for recommendation to Council for approval of CEI # 2022-14 Amendment to task order 2018-03 and 2019-08 for the Newburgh Heights Sewer replacement. These extra costs are due to changes in wetland permitting, modified easements needed and project changes to accommodate property owner as well as adding inspection services at an hourly rate. This task order/amendment amount is not to exceed \$123,700.**

Motion: Leanna Hughes moved to recommend to Council the approval of CEI task order 2022-14 amendment to task orders 2018-03 and 2019-08 for Newburgh Heights sewer replacement for an amount not to exceed \$123,700.

Motion seconded: Susan Helms

Discussion: These extra costs are due to land acquisition negotiations, which required design modifications. Due to these design modifications, additional work included Warrick County Permit, Construction Stormwater General Permit and modified easements. This work will also include construction services, construction engineering and inspection at hourly rates.

Motion passed unanimously.

- 6. Request for recommendation to Council for approval of CEI # 2023-01 annual retainer for Commonwealth Engineering Inc. This retainer covers various monthly meetings including Utility meetings, subdivision status reports, project reports and day to day coordination with the Utility, legal teams, and other entities to keep tasks moving forward. This task order amount is \$3,000 per month.**

Motion: Leanna Hughes moved to recommend to Council the approval of CEI task order 2023-01 for the \$3,000 a month Commonwealth Engineering Inc. annual retainer.

Motion seconded: Leroy Goldsberry

Discussion: This retainer covers attendance of monthly utility meeting, maintaining subdivision status reports, project status report (Project priority list) and to answer general questions from Town staff. Work would also include various coordination with staff and legal team to keep task moving forward.

Motion passed unanimously.

- 7. Request for recommendation to Council for approval of CEI Amendment 4 to Blue Lake Lift Station and Gravity Sewer project. This work is needed to coordinate the Warrick County culvert replacement, changes to the ACOE permitting requirements, and the need to split this into 4 different projects to accommodate property owners and easement acquisition. This task order is not to exceed \$78,500**

Motion: Leanna Hughes moved to recommend to Council the approval of CEI Amendment 4 to Owner-Engineer Blue Lake Lift Station and Gravity Sewer Upgrades project for an amount not to exceed \$78,500.

Motion seconded: Susan Helms

Discussion: This work covers additional drainage coordination with Briarcliff culvert replacement with Warrick County, changes to waterway permitting requirements, ACOE 404 and IDEM 401, including a wetland delineation, additional easements and additional bidding related splitting the overall project into multiple divisions.

Motion passed unanimously.

- 8. Triple Crown Elimination Project Discussion**

Discussion on gravity line sags and lost capacity were discussed as part of the warranty items. Mr. Powell will continue to work with legal and engineering to work on a solution to the sagging line.

- 9. Jimmy Johns FOG Violation discussion**

This business has an internal grease trap that is broken and they have not been maintaining or cleaning it. There has been no response from the owner after three letters, two sent certified mail and one hand delivered. Legal will send letters and look at the policy to see what the next steps should be.

- 10. IDEM Inspection Report**

This is a yearly inspection no issues were found, everything passed.

- 11. Request for recommendation to Council for approval to purchase one 2023 F150 and two 2023 F-350 trucks. These will be replacing 2004-2007 vehicles. There is a limited window to purchase vehicles at the state bid pricing. These trucks have 4-6-month delivery time. F-150 pricing is \$33,989.08 and the F-350 pricing \$48,344.16 each. Total from D-Patrick Ford \$130,677.40.**

These need to be ordered early due to supply shortages. Utility bed pricing will come later.

Motion: Christy Powell moved to recommend to Council the approval to purchase one 2023 F-150 and two 2023 F-350 trucks from D-Patrick Ford for an amount not to exceed \$130,677.40.

Motion seconded: Susan Helms

Discussion: There is a limited window to purchase vehicles at the state bid pricing and a 4–6-month delivery timeframe. F-150 pricing is \$33,989.08 and the F-350 pricing \$48,344.16 each.

Motion passed unanimously.

12. Spring Creek Right-of-Way Vacation – Vacation of part of Wyatt Court and Cora Court in Spring Creek Subdivision, Section 1

This is the road right of way, there is no sewer in this easement.

Motion: Christy Powell moved to send a letter of no objection for the Spring Creek right-of-way vacation.

Motion seconded: Susan Helms

Discussion: This is to vacate part of Wyatt Court and Cora Court in Spring Creek Subdivision Section 1. There is no sewer in the right-of-way.

Motion passed unanimously.

13. 9344 Warrick Trail- Easement Vacation

Motion: Leanna Hughes moved to send a letter of no objection for the 9344 Warrick Trail easement vacation.

Motion seconded: Susan Helms

Discussion: This is north of Health South on Warrick Trail and there are no sewer lines affected.

Motion passed unanimously.

Engineer Report, David Hynes/Drew Flamion

1. Forrest Park Sanitary Sewer Trunkline – Approval of Route Selection for Trunkline

This is the only remaining item to take care of the upstream of Lift Station #2.

Motion: Leanna Hughes moved to recommend to Council to approve CEI moving forward with alternative 3 for the Forest Park Truckline Improvements project.

Motion seconded: Leroy Goldsberry

Discussion: This project will have 920 linear feet of eight-inch gravity sewer, 1,690 linear feet of twelve-inch gravity sewer, eighteen new sanitary sewer manholes, 2,000 linear feet of eight-inch sanitary sewer lining, and multiple ditch crossings.

Motion passed unanimously.

2. Newburgh Heights SS Relocation Project – Request to Solicit Bids from Contractors

This project needs to move forward to get work completed before permits expire. The trees need to be cleared before March 31, 2023.

Motion: Leanna Hughes moved to recommend to Council to approve CEI moving forward with the Newburgh Heights Sanitary Sewer Relocation project and soliciting bids from contractors.

Motion seconded: Susan Helms

Discussion: The tree removal needs to be completed before March 31, 2023. This project has a six-month time line.

Motion passed unanimously.

Utility Chairman, Steve Shoemaker

No Report

Town Attorney, Chris Wischer

1. Blue Lake Project – Interlocal Agreement between Newburgh and Warrick County

This is to move forward with the Blue Lake Project.

Motion: Steve Shoemaker moved to recommend to Council to approve Warrick County to purchase 66 linear of 10' x 5' culvert and Town reimburse the County for box culvert materials, in the amount of \$44,704.

Motion seconded: Leanna Hughes

Discussion: This box culvert is associated with the Utility's Blue Lake Project for work associated with Briarcliff Drive and Warrick County needing to upgrade their existing undersized culvert. The Utility is required to extend the culvert to allow for the upcoming lift station improvements. Legal and Engineering to work with Warrick County on a future interlocal agreement for the Blue Lake Project.

Motion passed unanimously.

Town Manager, Christy Powell

No Report

Utility Manager, Susan Helms

Susan Helms stated the Sewer Operating Account balance is \$5,936,818.25. The motions outstanding amount is \$664,580.30.

1. Electronic Check Fee - Updated Ordinance

There have been multiple electronic checks returned for incorrect routing or account numbers.

Motion: Susan Helms moved to authorize legal to move forward with the update to the bill collection ordinance.

Motion seconded: Leanna Hughes

Discussion: This update will include a fee for checks that are entered wrong when paying their sewer bills online by the customers. The Utility Office is charged a fee by Chase for the rejected echecks.

Motion passed unanimously.

Mr. Shoemaker adjourned the meeting at 10:25 a.m.

Motion: Christy Powell moved to adjourn the meeting.

Motion seconded: Leanna Hughes

Discussion: No additional discussion.

Motion passed unanimously.

Approved this _____ day of _____, 2022.




