

**Utility Committee Meeting**  
**August 4, 2021 9:00 a.m. Newburgh Town Hall**

Present: Steve Shoemaker, Leanna Hughes, Christy Powell, Susan Helms, Russell Powell, David Hynes, Chris Wischer, and Rebeka Kaufman. Also in attendance: Jeramy Elrod, Chad Bennett, Jim Morley Jr. and Danny Ubelhor.

Utility Committee member Steve Shoemaker called the meeting to order at 9:02 a.m. 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 the July 7, 2021 minutes.

Motion: Christy Powell moved to approve the consent agenda.

Motion seconded: Susan Helms

Discussion: None

Motion passed unanimously.

**Committee Discussion Items**

**Wastewater Treatment Facility (WWTF) Superintendent, Russell Powell**

**1. Recommendation to Council for an Indiana Water Environment Association (IWEA) Lab Analyst II Certification bonus for James Musser in the amount of \$500.00.**

Mr. Powell requested a \$500.00 bonus for James Musser who completed the Indiana Water Environment Association (IWEA) Lab Analyst II Certification. Mr. Shoemaker is in favor of the certification bonuses for sewer plant employees upon completion of these accredited classes.

Motion: Christy Powell moved to recommend to Council to approve the Certification Bonus for James Musser in the amount of \$500.00 for obtaining his Indiana Water Environment Association (IWEA) Lab Analyst II Certification.

Motion seconded: Susan Helms

Discussion: None

Motion passed unanimously.

**2. Discussion Pecka Ditch/Kingston Study and Lexington Subdivision**

Mr. Powell stated the Kingston flows were discussed at the last meeting. He and Mr. Hynes continue to research the issue and modeling will be completed at a later date. In the future, sewer capacity for developments under 50 lots will be at the discretion of Russell Powell based on his review of the engineering model and reports.

Motion: Christy Powell moved to recommend to Council to approve Russell Powell to decide on sanitary sewer capacity for small developments, under 50 lots, in limited sanitary sewer capacity areas in the Newburgh Sewer territory. Mr. Powell will review engineering models and reports to make his decision.

Motion seconded: Susan Helms

Discussion: None

Motion passed unanimously.

Regarding modeling, Mr. Hynes stated the last model was completed in 2016. Leon Key requested the modeling be updated every five (5) years. Significant changes are

expected when Victoria has been completed and the force main is connected. Victoria should be completed within a year and a half; modeling will be considered after completion.

### **Petitions and Comments from Citizens Present**

#### **9:15 am: Jeramy Elrod, Morley, Inc., Ohio Township Fire Department FOG permit**

Jeramy Elrod requested a Fats, Oils and Grease (FOG) waiver for the Ohio Township Fire Department Community Center. The Community Center will host small events with a seating capacity of approximately 100. There will be no food preparation on site. Mr. Powell stated an inside grease trap will be needed and requested the drain sizes.

**Motion: Christy Powell moved to recommend to Council to waive the requirement of an external FOG interceptor in favor of an internal grease trap. The waiver was requested for the Ohio Township Fire Department's Community Room in the proposed new building.**

**Motion seconded: Susan Helms**

**Discussion: None**

**Motion passed unanimously.**

Leanna Hughes joined the meeting at this point.

### **Wastewater Treatment Facility (WWTF) Superintendent, Russell Powell (cont.)**

#### **4. Letter from Stemaly regarding Riverstone Subdivision**

Mr. Powell stated that Chad Van Zilen of Selective Homes submitted a claim against the Newburgh Sewer and the Town's insurance carrier regarding the Riverstone Subdivision; however, the matter has since been resolved. Stemaly intends to finish the Ellerbusch Road work as noted and approved by the Town of Newburgh.

#### **3. Discussion on Health South**

Mr. Powell stated he felt the Health South sewer line was now stable and did not think the line would move in the next two (2) months. Mr. Wischer stated the cash bond would be released when the Town was comfortable with the completed work. Mrs. Powell felt it important to establish a good working relationship with the contractors and maintain acceptable and reasonable standards. Mr. Hynes recommended the sewer department use manhole mirrors to review the grade and/or require the developer to TV the entire system before it is connected to the sewer line. The committee was in favor to release the cash deposit to MJ Harris.

**Motion: Russell Powell moved to recommend to Council to release the cash deposit for warranty work for MJ Harris on the Health South extension project. The decision was made due to the sanitary sewer line being inspected in the last few weeks with no change in the slope of the line since being replaced in April of this year.**

**Motion seconded: Susan Helms**

**Discussion: Members of the Utility committee will be working on adding language to the Newburgh Sewer Agreement and Newburgh Construction Standards about warranty work being extended for a certain time frame after completing the warranty work repairs.**

**Motion passed unanimously.**

Mr. Shoemaker suggested Mr. Hynes and Mr. Wischer meet with a couple of contractors and developers regarding the Town's Standards.

## **Petitions and Comments from Citizens Present (cont.)**

### **9:30 am: Jim Morley and Danny Ubelhor, Morley, Inc., Essex Subdivision**

Mr. Morley requested the status and timeline of the Victoria Lift Station Phase 2 which will upgrade the force main to the treatment plant and create additional capacity at the Victoria Lift Station. There were several sewer taps exchanged within subdivisions during Phase 1 and allow 33 taps to be used in an efficient manner. Mr. Hynes stated the Victoria Force Main is scheduled to begin in November 2022. All land acquisitions have been acquired; however, environmental issues must be resolved. Mr. Morley stated the developer will be out of taps by January 2022. The committee will attempt to release taps on a case-by-case basis in advance of Victoria's Force Main completion.

### **Jim Morley and Danny Ubelhor, High Pointe Center North, Vacating Easements**

Mr. Morley asked if the easement that formerly housed the force main out of the Triple Crown Lift Station could be vacated since it has been abandoned. Mr. Powell stated two (2) additional force mains are in the area but have also been abandoned; however, if a lift station is built, the easement may be needed in the future. Mr. Hynes stated work will begin on the Pecka Basin next month and will provide direction that might impact the easement. Jim Morley and Danny Ubelhor will attend next month's meeting for an update.

### **Jim Morley and Danny Ubelhor, Warrick Research & Industrial Center East**

Mr. Morley presented several maps of the Warrick Research & Industrial Center. A tax parcel owned by Maken Corporation was highlighted along with Warrick Research & Industrial Center East which the sewer committee had previously approved. Maken is planning to build a new shop in the east section of the area and would like to apply for a new building permit on Lot 15 but must first purchase a sewer tap. Mrs. Powell stated this has been done in the past and moved for approval.

**Motion: Christy Powell moved to recommend to Council to allow Maken Corporation to purchase the sanitary sewer tap for their proposed shop on the existing sanitary sewer line contingent that they connect to the sanitary sewer line that will be installed for the Warrick Research and Industrial Center East extension. This proposed extension is off the existing sewer line to the west and south of the proposed building.**

**Motion seconded: Russell Powell**

**Discussion: None**

**Motion passed unanimously.**

### **Jim Morley and Danny Ubelhor, Kensington Phase 2**

Mr. Morley stated Mr. Ubelhor is considering the purchase of Kensington Phase 2 if capacity exists. There are four (4) existing private force mains connected to existing lateral stubs in Kensington. The four (4) lots depicted on the map would grinder pump to existing lateral stubs in Kensington. Mr. Hynes stated there should not be a capacity issue with the lots presented. Mr. Morley will converse with Mrs. Helms via email.

### **Jim Morley and Danny Ubelhor, Sewer Project, Sharon Road & State Road 66**

Mr. Morley stated Mr. Ubelhor owns property north of Sharon Road on Highway 66 and requested confirmation that the site will have full gravity sewer access and that a lateral has been extended under the ditch for Maken's future use following the completion of the Town's sewer project. Mr. Hynes stated the plans have not changed and he will send Mr. Morley a copy of the plans for the project.

Mr. Wischer reported on the Blue Lake easement near the cell tower. Mr. Hynes stated the line was rerouted to the north and around the cell tower and no longer presents a problem.

Chris Wischer, David Hynes Jim Morley and Danny Ubelhor will meet to discuss Victoria Phase 2.

## **Wastewater Treatment Facility (WWTF) Superintendent, Russell Powell (cont.)**

### **5. Discussion on Staff Changes at Plant**

Mr. Powell presented a revised organizational structure of the WWTF. The organization chart is included with the handouts. Mrs. Powell stated since there are only revisions, committee approval is not necessary but she will inform the Personnel Committee of the updates.

### **6. Spring Creek**

Mr. Wischer stated he will contact John Elpers regarding the as-builts at Spring Creek which were approved with a sewer connection; however, the plat was recorded without the connection.

## **Engineer Report, David Hynes**

### **1. Green Springs Valley Trunkline Upgrade Project, Update on Construction Progress**

Mr. Hynes stated the Green Springs Valley Trunkline Upgrade Project is under construction; however, there are two (2) problem areas, the lack of pipe available and utility line relocation. AT&T reported a 2-month backlog causing construction coordination issues which will extend the project's completion. Mr. Wischer will contact various individuals to gain insight into the ongoing problem.

### **2. Victoria Lift Station Upgrade, Update on Construction Progress**

Mr. Hynes stated the sewer line has been completed into the Essex Subdivision and he will review Mr. Ubelhor's request to access the sewer line one thousand feet to the west. The project should be completed soon after the shipment of C9 pipe arrives.

### **3. Blue Lake Lift Station, Force Main and Sanitary Sewer Upgrades, Amendment #2 for Services**

Mr. Hynes stated an amendment is needed for the Blue Lake Lift Station, Force Main and Sanitary Sewer Upgrades Project due to a considerable amount of force main relocation. In addition, a county project for drainage improvement near the lift station added costs to the design; and, the Brompton Court easement acquisitions were more complicated than expected. The project's revised cost estimate stands at \$3.2 million. Mr. Hynes requested a project amendment in the amount of \$179,950.00 to cover all additional costs. The committee discussed variations to the way Commonwealth Engineering Inc. (CEI) prepares and submits contract cost estimates.

Motion: Christy Powell moved to recommend to Council to approve the Commonwealth Engineering Amendment #2 in the amount of \$179,950.00 be added to Owner-Engineer Agreement for the Blue Lake Lift Station, Force Main and Sanitary Sewer Upgrades.

Motion seconded: Leanna Hughes  
Discussion: None  
Motion passed unanimously.

#### **4. Forest Park Roadway, Drainage and Sanitary Sewer Upgrades, Amendment #2 for Services**

Mr. Hynes stated an amendment is needed for the Forest Park Roadway, Drainage and Sanitary Sewer Upgrades Project due to utility relocations and pavement disintegration. Unfortunately, there is no recourse against the utility companies responsible for the pavement disintegration. Mr. Hynes requested a project amendment in the amount of \$30,300.00 to cover construction oversight with the majority costs related to the sewer due to the extended installation time. Project completion is expected by September 17, 2021.

Motion: Leanna Hughes moved to recommend to Council to approve the Commonwealth Engineering Amendment #2 in the amount of \$30,330.00 be added to Owner-Engineer Agreement for Forest Park Roadway, Drainage and Sanitary Sewer Upgrades.

Motion seconded: Russell Powell  
Discussion: None  
Motion passed unanimously.

#### **Utility Chair, Steve Shoemaker**

No report.

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

Mr. Wischer stated several conversations have taken place with Mr. Prow regarding the purchase of his property by the Newburgh Sewer Department. Mr. Prow is asking more than the appraised value. Baker Tilly is researching the financial aspects as this property would benefit the wastewater plant. Mr. Shoemaker suggested the following form a task force to review all aspects of the property purchase: Chris Wischer, Russell Powell, David Hynes, Drew Flamion, Leanna Hughes and Susan Helms.

**Motion: Steve Shoemaker moved to recommend to Council to approve a Utility Task Force to study and review the cost of obtaining additional land for the Newburgh Wastewater Treatment Plant.**

**Motion seconded: Christly Powell  
Discussion: None  
Motion passed unanimously.**

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

Mrs. Powell requested Mrs. Helms contact Sherie Bridges regarding a capacity issue.

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

##### **1. Financial Report**

Mrs. Helms stated the Sewer Operating Account balance is \$6,979,214.38. Mrs. Helms stated 2 million was moved from the Operation and Maintenance Fund into the Improvement Fund in mid-July; the Improvement Fund receives a higher interest rate than the Sewer Operating checking account

## **2. Sewer Service Availability, Corner of Bell and Vann**

Mrs. Helms stated three (3) residential capacity requests were received from Bel Air Land LLC. The property locations are on Oak Grove east of IN-261. CEI's capacity study states that due to the elimination of the Kingston Lift Station, there appears to be adequate capacity available without causing overflows. Capacity letters have been sent to Bel Air Land LLC.

## **3. Capacity Letters**

Mrs. Helms stated a capacity letter was sent for Harrison Crossing where town houses are proposed near the intersection of Highway 662 and Epworth Road.

## **4. Sewer Requirements for Future Annexed Property Owners**

Mrs. Helms stated a property owner is planning to build a new home using a septic system; the location is currently outside the Town's corporate limits and the county has approved the septic installation. If annexed, the owner inquired if he will be required to connect to the Town's sewer system. Mr. Wischer stated if the area is annexed into the Town in 2023 and if the rules for septic are met, the property would not have to connect to the sanitary sewer; however, if the area is annexed, the Town would provide an adequate connection site for his property.

## **5. Utility Office Staffing Update**

Mrs. Helms stated two Utility Office employees recently resigned and recommended the hiring of Erica Hutchinson. A second employee is being sought.

**Motion: Christy Powell moved to recommend to Council to approve the hiring of Erica Hutchinson for the Newburgh Utility Office as a Customer Service Specialist.**

**Motion seconded: Leanna Hughes**

**Discussion: None**

**Motion passed unanimously.**

Motion: Christy Powell moved to adjourn the meeting.

Motion seconded: Leanna Hughes

Discussion: None

Motion passed unanimously.

Mr. Shoemaker adjourned the meeting at 11:25 a.m.