

## **Virtual Utility Committee Meeting February 3, 2021 9:00 a.m.**

Present: Steve Shoemaker, Allyson Shelby, Christy Powell, Susan Helms, Leon Key, Drew Flamion and Chris Wischer. Also attending virtually were Scott Buedel, Donna and Andy Hurm, Brooke Taylor, Jim Morley, Danny Ubelhor, Russel Powell, Rebeka Kaufman and Marilyn Doyle.

Utility Chair Steve Shoemaker called the meeting to order at 9:03 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 January 6, 2021 minutes.

Motion: Christy Powell moved to approve the consent agenda.

Motion seconded: Leon Key

Discussion: None

Motion passed. Allyson Shelby abstained as she did not attend the January meeting.

### **Committee Discussion Items**

#### **Wastewater Treatment Facility Superintendent, Leon Key**

##### **1. Request for a recommendation to council to approve the Fats, Oils and Grease (FOG) discharge Permit #021121 for Dunkin Donuts in Newburgh.**

Mr. Key stated the Dunkin Donuts request is for a standard Fats, Oils and Grease (FOG) discharge permit, #021121, which requires the installation of a 1,000-gallon external grease interceptor prior to discharging any wastewater to the Newburgh sanitary sewer system.

**Motion: Leon Key moved to recommend to Council to approve the Fats, Oils and Grease (FOG) discharge Permit No.021121 for Dunkin Donuts requiring a 1,000-gallon external grease interceptor prior to discharging any wastewater into the Newburgh sanitary sewer system.**

**Motion seconded: Susan Helms**

**Discussion: None**

**Motion passed unanimously.**

##### **2. Request for a recommendation to council to approve a sanitary sewer repair at 10432 Chippewa Drive.**

Mr. Key stated quotes were received from three (3) contractors for the sewer repair at 10432 Chippewa Drive. The lateral tap will be replaced from the main to the easement which required the repair of 8-feet of 8-inch main, an 8" x 8" x 6" lateral wye, and replacement of the 6-inch lateral stub in the easement. The low bidder was Blankenberger Brothers, Inc., with a cost repair of \$17,300.00.

**Motion: Leon Key moved to recommend to Council to approve a sanitary sewer repair at 10432 Chippewa Drive by Blankenberger Brothers, Inc. which consists of 8-feet of 8-inch main, an 8" x 8" x 6" lateral wye, and replacement of the 6-inch lateral stub in the easement at a cost of \$17,300.00.**

**Motion seconded: Susan Helms**

**Discussion: None**

**Motion passed unanimously.**

##### **3. Discussion: CMOM Report**

###### **a. 2020 Summary of Accomplishments**

###### **b. 2020 Bypass/Overflow Report**

Mr. Key summarized some of the 2020 sewer department accomplishments that will be included in the Capacity, Management, Maintenance and Operation (CMOM) report. All accomplishments are detailed in the handout included with the minutes. The department had

only 3 overflows in 2020 equating to a volume of 0.0002 mg or a treated volume of 0.0000174%. The committee expressed their appreciation for these stellar accomplishments.

#### **5. Discussion concerning utility coordination of the construction of a new 8-mile Chandler water line from Pollack Ave to Fuquay Road and request for engineering assistance.**

Chandler Utilities will be installing a new 8-mile water transmission line beginning at Pollack Avenue in Newburgh and continuing north and east 8 miles to Fuquay Road. The Newburgh Sewer was asked to submit a description and geographical location of the sewer lines. Engineering assistance was requested to assist with the crossing conflicts.

**Motion: Leon Key moved to recommend to Council to approve the request for Commonwealth Engineering Inc. (CEI) to assist with utility coordination for the construction of a new 8-mile Chandler water line from Pollack Avenue to Fuquay Road.**

**Motion seconded: Susan Helms**

**Discussion: CEI will prepare a project task order to be billed at an hourly, not to exceed rate. Motion passed unanimously.**

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

##### **Scott Buedel, Cash Waggoner – Hillside Meadows capacity**

Mr. Buedel stated the Hillside Meadows' subdivision, drainage and water plans have been filed and approved and he is awaiting a capacity letter. The sewer department has installed manhole monitors to determine capacity and verify the model. The model is currently showing Lift Station 2 with surcharging issues but not overflow. A draft letter was sent to Commonwealth Engineering Inc (CEI) and is currently under review. If the modeling does not show surcharging within four-feet of the manhole and there are no elevation issues, the comment letter will be completed within ten days. Following the review, a capacity letter will be prepared and sent to the county.

Motion: Steve Shoemaker moved to recommend to Council to allow the contractor to proceed with construction at the Hillside Meadows Subdivision contingent that the Commonwealth modeling data does not show surcharging within four-feet of the manhole opening and there are no potential elevation issues in order to eliminate basement back-ups.

Motion seconded: Allyson Shelby

Discussion: CEI was asked to complete the modeling within ten (10) days.

Motion passed unanimously.

This motion was withdrawn due to the wording of the motion.

**Motion approved by Council: Steve Shoemaker moved to allow the contractor to proceed with construction on Hillside Meadows Subdivision.**

**Motion seconded: Allyson Claybourn**

**Discussion: Chris Wischer stated that he thinks this is a fair approach. Anne Rust Aurand inquired where this subdivision is located. Drew Flamion state that it is northeast of Forest Park just outside of Town limits.**

**Motion approved: ayes 4; nays 0.**

##### **Donna Hurm and Reinbrecht Homes – 706 Adams Street Sewer Tap**

Donna and Andy Hurm, owners of 706 Adams Street, plan to build a home on the property. Brooke Taylor, representative of Reinbrecht Homes, requested a connection to the sanitary sewer line. The property is served by Lift Station 2 which has capacity issues. Since this is a single-family residence, a sewer connection is acceptable.

Motion: Leon Key moved to recommend to Council to allow the property at 706 Adams Street to connect to the Newburgh sanitary sewer.

Motion seconded: Christy Powell

Discussion: Mrs. Helms will prepare a sewer tap.

Motion passed unanimously.

The committee discussed the capacity issues and agreed that taps can be sold for single-family residential properties even if the property exists in a no capacity area and as long as the line will tap into an existing sanitary sewer line and not require an extension.

Motion: Christy Powell moved to recommend to Council to approve the sale of tap permits to all single-family residences regardless if the property is located in a no capacity area and allow connection to the sewer line.

Motion seconded: Leon Key

Discussion: This decision is system wide provided the location is tapping into an existing line and not an extension.

Motion passed unanimously.

### **James Morley and Danny Ubelhor – Update on Victoria Upgrade Project**

Mr. Morley stated he and Mr. Ubelhor met at CEI on November 17, 2020 to discuss the Victoria Upgrade Project. Mr. Ubelhor has been developing and selling lots in the Essex subdivision with drainage and roads approved for construction; however, there sanitary sewer is not available for connection. Mr. Wischer stated he and Mr. Flamion discussed the project before the meeting. Several feet of the Blue Lake gravity line have been pulled and moved to Victoria. The Essex subdivision will connect to the Victoria gravity line with capacity available for the entire subdivision. Mr. Morley requested the taps previously purchased for 33 lots in Berkshire be transferred to Essex, however, he is concerned about Victoria's timeline delay. Mr. Wischer stated the Geotech is scheduled to view the site on February 22 with a final report expected the following month. The project will be bid in late March. Construction on the gravity line will begin in the fall. Earlier expectations had the project out for bid in February so the project is about one-month delayed. A Notice to Proceed is expected by June 1. The gravity portion of the sewer will be installed first. Mr. Morley stated the plans for the Essex subdivision have been submitted and are awaiting review by the sewer department. Mr. Morley requested a more concrete timeline as to when the contractor will be able to install sewer pipe. The Newburgh Sewer will be as expeditious as possible to keep the project moving forward. Mr. Shoemaker requested an update from CEI every two (2) weeks.

### **Committee Discussion Items (cont.)**

#### **Wastewater Treatment Facility Superintendent, Leon Key**

#### **4. Request for recommendation to council to fill two (2) new Collection System Operation and Maintenance positions.**

Mr. Key submitted a revised flow chart for the sewer department in January. With the reorganization, two (2) new collection system operation and maintenance employees are needed and requested a motion to proceed with the hiring process. The funding is in place for the positions.

Motion: Christy Powell moved to recommend to Council to allow the wastewater department fill two (2) new entry level positions for Collection System Operation and Maintenance at an hourly rate within the approved rate ordinance.

Motion seconded: Susan Helms

Discussion: None

Motion passed unanimously.

**Engineer Report, Drew Flamion**

**1. Newburgh Westside Wastewater Treatment Plant (WWTP) Study**

Mr. Flamion distributed a Westside Wastewater Feasibility Study which will be included with the minutes. The study was conducted due to the hydraulic capacity strain at the existing plant and growth in areas of the Summer Pecka Ditch Line and Victoria Super Basins. The report evaluated the cost feasibility of the Summer Peck parallel interceptor project, the Lift Station #2 flow EQ basin and evaluated the new Westside Wastewater Treatment Plant to reduce surcharging over the next 20-years. If approved, the project will be completed in two (2) phases with phase one at an estimated cost of 10 to 17 million dollars and phase two estimated at 26 million dollars. A detailed presentation will be made at the next meeting.

**2. Triple Crown Lift Station Elimination Project, Proposed Change Order #3**

Mr. Flamion stated that Ragle Inc. has submitted a Work Change Directive Change Order due to the issues experienced with the Triple Crown Lift Station Elimination Project. The project experienced problems early due to rock in the bore pits. The change order has been denied by “the engineer’s inaction after 30 days from date of the letter”. A previous change order of approximately \$125,000.00 was approved for the open cut across Libbert Road and now Ragle is requesting an additional \$376,198.00 for the same work. The committee believes the damages caused to the contractor’s equipment was due to their inexperience for this type project. The Town can charge \$1,000.00 per day for liquidated damages. A second bore error was discovered inside the retaining pond that is one-foot below its expected level. Cornerstone, the subcontractor, has not devised a plan to rectify the error at this time. Mr. Wischer will review the contract and advise the committee of an action plan regarding the change order.

**Utility Chair, Steve Shoemaker**

Mr. Shoemaker was given an update on the health of Town personnel.

**Town Attorney, Chris Wischer**

Mr. Wischer stated he believes the Town should offer more than the appraised value of the Prow property. A third appraisal will be conducted based on the value to the Town and WWTF.

Mr. Wischer would like to have a special meeting regarding capacity issues and the IDEM requirements for utilities that are self-permitting. Attending will be Mr. Wischer, engineering, sewer utility and IDEM representatives.

The sewer rate increase has prompted questions from residents. Information will be posted on the Town’s website.

**Town Manager, Christy Powell**

No report.

**Utility Committee Member, Allyson Shelby**

No report.

**Utility Manager, Susan Helms**

**1. Financial Report**

Mrs. Helms stated the Sewer Operating Account balance is \$5,707,952.62. Approved expenses in the amount of \$474,805.40 have not been disbursed. The new 2020 Bond with a balance of \$21,213,548.50 has been added to the Financial Report. The 2016 Bond has a balance of \$4,881,750.19 and will fund the Green Springs Valley Project.

## **2. Project Plan Review Approvals in Limited Capacity Areas**

Mrs. Helms stated that with the decision made to sell taps to single-family residences regardless if the property is located in a no capacity area, what can be done for the two (2) property owners recently turned down? Mr. Key stated as long as these taps are designated as residential, a tap permit should be made available to them. Regarding subdivisions, Mr. Wischer and Mrs. Helms will review the language in the permit contracts and make necessary modifications.

Motion: Leon Key moved to adjourn the meeting.

Motion seconded: Allyson Shelby

Discussion: None

Motion passed unanimously.

Mr. Shoemaker adjourned the meeting at 12:03 a.m.

Respectfully submitted,  
Marilyn Doyle