

**UTILITY COMMITTEE**  
**September 4, 2019 10:00 a.m. Newburgh Town Hall**

Present: Bill Kavanaugh, Carol Schaefer, Christy Powell, Susan Helms, Leon Key, David Hynes and Chris Wischer. Absent: Tom Bodkin.  
Others in attendance: Chris Combs.

Utility Chair Bill Kavanaugh called the meeting to order at 10:02 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 August 7, 2019 minutes.

Motion: Christy Powell moved to approve the consent agenda.

Motion seconded: Leon Key

Discussion: Mrs. Helms stated tap sales included a Bell Road Apartments building, senior center building, 20 homes and a duplex in Pebble Creek.

Motion passed unanimously.

**Committee Discussion Items**

**Wastewater Treatment Facility Superintendent, Leon Key**

**1. Discussion concerning a massive amount of mud received through the sanitary sewer during a rain event from the Ironwood Subdivision sanitary sewer construction.**

Mr. Key stated an open manhole in the Ironwood Subdivision during a large rain event on August 13, 2019 allowed a considerable amount of mud into the sanitary sewer system that had to be treated. The Standards state that the systems are to be sealed at the end of every day. Aigner Contracting, contractor for the project, corrected the problem. Mr. Key stated a fine could be imposed but suggested Jeremy Mattingly, subdivision developer, be notified of the incident and be encouraged to attend the next Utility Committee meeting. Mr. Wischer and Mr. Hynes will document the details and present to Mr. Mattingly.

**Petitions and Comments from Citizens Present**

**10:15 am – Chris Combs, Encroachment for 5811 Shadow Creek Lane – Victoria Lakes**

Chris Combs is installing a pool at 5811 Shadow Creek Lane. As proposed, some of the decking and retaining walls are located in the sewer's easement. Due to the steep slope on the property, the manhole has been raised. Mr. Combs requested permission to pour 3' of concrete into the easement at the pool end and use concrete pavers on top of the remaining easement up to and surrounding the manhole; however, he prefers pouring a 4" concrete layer instead of laying pavers. The property owners are willing to sign an agreement assuming total liability for repairs if the sewer needs to be accessed. Trucks can reach the sewer by maneuvering through the retaining walls. A right-of-entry must be included in the encroachment agreement.

**Motion: Christy Powell moved to recommend to Council to approve for 5811 Shadow Creek Lane an encroachment agreement which will include a perpetual right-of-entry and will allow for not more than a 4" thick concrete patio and retaining walls to be placed in the easement.**

**Motion seconded: Leon Key**

**Discussion: Mr. Wischer will prepare the encroachment.**

**Motion passed unanimously.**

**Committee Discussion Items** (Cont.)

**Wastewater Treatment Facility Superintendent, Leon Key**

**2. Request Approval of the Islamic Center of Evansville FOG Discharge Permit # 081519**

Mr. Key stated the Islamic Center of Evansville will install a 1,000-gallon external interceptor and recommended approval of the FOG Discharge Permit # 081519.

**3. Motion:** Christy Powell moved to recommend to Council to approve the Fats, Oils and Grease (FOG) Discharge Permit for the Islamic Center of Evansville, Permit # 081519.

Motion seconded: Susan Helms

Discussion: None

Motion passed unanimously.

### **3. Request Cleaning and Painting at the Wastewater Treatment Plant**

Mr. Key requested the items listed in the motion be painted at the wastewater treatment plant by McKinney Painting, Inc at a cost of \$16,900.00.

**Motion:** Christy Powell moved to recommend to Council to approve the request to clean and paint the following at the wastewater treatment plant by McKinney Painting, Inc at a cost of \$16,900.00:

- a. Sequential Batch Reactor (SBR) aeration basins 6, 7 & 8 exterior 36" Influent (black) pipe;
- b. Non-potable water (blue) piping on the east side of SBR's 6, 7 & 8;
- c. Air (green) Piping on the east side of SBR's 4 through 8;
- d. Raw sewage 24" (black) Pipe on the east side of the headworks building; and,
- e. Headworks building west exterior concrete walls.

Motion seconded: Susan Helms

Discussion: None

Motion passed unanimously.

### **4. Discussion concerning the need for a FOG permit for The Refinery of Newburgh.**

The Refinery of Newburgh, 224 W Jennings Street, submitted the Wastewater Discharge Permit Questionnaire and requested a grease interceptor waiver for the facility. Mr. Key does not feel the need for a FOG permit based on the information presented in the questionnaire such as: food items will be plant based, vegan, no meats and use of only 4 tablespoons of oil per week. Mr. Wischer suggested that if a waiver is granted, the Town must be notified if there are changes to the questionnaire.

**Motion:** Christy Powell moved to recommend to Council to grant a FOG Permit waiver for The Refinery of Newburgh with the understanding that if the information presented in the Wastewater Discharge Permit Questionnaire changes, the Town must be notified.

Motion seconded: Carol Schaefer

Discussion: None

Motion passed unanimously.

### **5. Discussion concerning our Inclination Study performed on the sanitary sewer from Manhole (MH) 10-104 to 10-72 of the Sharon & State Street Sanitary Sewer Project.**

Mr. Key stated an inclinometer was used to measure the slope of the line from MH 10-104 to 10-72 of the Sharon & State Street Sanitary Sewer Project. The line, installed by Blankenberger Brothers (BBI), clearly shows sags. The report is included with the minutes. The line is currently in a one-year warranty period in effect until approximately December 2019. If the sag worsens, it can be claimed under warranty.

Mr. Hynes stated the Lincoln Avenue Widening Project, also constructed by BBI, has been completed.

## **Engineer Report – David Hynes**

### **1. Forest Park Subdivision Sanitary Sewer Improvements**

Mr. Hynes stated there are storm water and sewer line problems in the Forest Park Subdivision that could be corrected simultaneously. The sewer department has agreed to fund the

preliminary design. Mrs. Powell stated a \$850,000.00 grant with a 75/25 percent match has been submitted to the Community Crossings Matching Grant Program (CCMG) for drainage and pavement including curb and gutter along Forest Park Drive.

**Motion: Christy Powell moved to recommend to Council to authorize Commonwealth Engineering Inc. to prepare the Forest Park Project Preliminary Design by means of the sewer department.**

**Motion seconded: Carol Schaefer.**

**Discussion: None**

**Motion passed unanimously.**

## **2. Concord Drive Sanitary Sewer – Continuation of Sewer Study**

At the April meeting, Mr. Key stated there was an overflow reported to the Indiana Department of Environmental Management (IDEM) and the Environmental Protection Agency (EPA). The 6" line between MH 21-41 and 21-42 on Concord Drive contains dips and valleys and a corrective action plan was requested. Mr. Hynes stated Commonwealth Engineering Inc (CEI) conducted field investigation work, property research and reviewed Closed Circuit Television Video (CCTV) inspections and suggested additional field work is needed to determine how far downstream the sewer main needed to be replaced to provide minimum cover. An amendment to the current contract is needed to pursue further recommendations. Sewer reconstruction is expected as a section of the sewer line is sitting on the surface.

**Motion: Christy Powell moved to recommend to Council to amend the CEI Concord Drive Sanitary Sewer Contract for further study.**

**Motion seconded: Leon Key**

**Discussion: None**

**Motion passed unanimously.**

## **3. Blue Lake Basin Modeling Study – Update on Project**

The flow model of the Blue Lake Lift Station conducted in November 2018, was believed to be inaccurate as a manhole was found open after the study and could have been open during the study affecting inflow. Past capacity studies showed an increase in surcharging and a risk associated with accepting additional flows into Blue Lake. A new study on the Blue Lake Basin, with the manhole cover secured, was recently conducted with model calibration nearly complete. The difference was significant and capacity may no longer be an issue; therefore, Victoria's easement acquisition and title work processes will cease. Efforts will now be focused on the Pecka Ditch improvement projects. An additional \$8 million bond or sewer rate increase will not be necessary this year. Mr. Wischer will contact contractors who have attended recent Utility Committee meetings regarding capacity to inform them of the source of inflow that has been stopped by corrective action.

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

#### **Green Springs Valley and Triple Crown**

Ten appraisals have been received for the north side of Green Springs Valley. Mr. Hynes stated the Triple Crown year-long project will begin in early 2020 with the Green Springs Valley project to follow.

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

Mrs. Powell stated a sewer department wage adjustment was requested in 2017 based on 2015 wages of similar size utility facilities in the area. The department is again requesting an adjustment due to attrition and lagging hourly wages. Wage comparisons for Evansville and Jasper utility employees were found on Gateway. Their hourly wage average for 2018 was \$24.41 with the current 2019 Newburgh Sewer hourly wage average at \$21.95, a difference of

\$2.46 per hour. The hourly wage average of comparable sized utility offices was \$22.67 per hour in 2018 with the Newburgh utility office at \$20.21. Mr. Key requested the \$2.46 wage adjustment to begin in 2020 for Newburgh sewer employees based on the 2018 comparison. As an example, one employee left for a job paying \$31.00 per hour and the lab supervisor was offered a supervisory job at \$65,000.00 per year. Mr. Key suggested this particular employee be allowed a take-home vehicle.

Motion: Christy Powell moved to recommend the Personnel Committee submit to the Town Council with a positive recommendation, the salary increase suggested for sewer department employees beginning January 2020 supported by the comparative study conducted by Mr. Key and Mrs. Helms.

Motion seconded: Carol Schaefer

Discussion: None

Motion passed unanimously.

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

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

Mrs. Helms stated the Sewer Operating Account balance is \$5,186,406.74. Approved projects in the amount of \$297,515.53 have not been disbursed. Outstanding claims will be reviewed. One million dollars will be transferred into the improvement fund later this month. The debt service reserve revenue is invested in certificates of deposit (CD) which are producing substantial returns; the Bank of New York serves as trustee. The CDs have staggered maturity dates to coincide with the bond interest payment due dates.

#### **2. Discussion: Gene Aurand Trailhead Invoice-Move Private Lateral Line in Right-of-way**

Mrs. Helms stated the sewer department was given a \$7,317.90 invoice for the Gene Aurand Trailhead to move a private lateral line in right-of-way. Mr. Key stated that all private laterals should be included in the project's cost. Mrs. Powell will submit the invoice to the Metropolitan Planning Organization (MPO) as a change order and add it to the expenses and overages list the Town will attempt to recover. Mr. Kavanaugh requested additional information. The sewer department only performs maintenance on a private lateral that runs into a right-of-way or easement; the sewer department is not responsible for the cost of relocation.

#### **3. Victoria Cottages Five New Condos**

Mrs. Helms stated five (5) condos will be constructed in the near future at Victoria. Capacity for nine (9) cottages was approved in 2011. The cottage taps will cost approximately \$5,000.00 plus recoupment. There are four (4) cottages plotted to the northeast which will require a grinder lift station.

4. Mrs. Helms stated she received a loan request from the Clerk-Treasurer's office for \$288,000.00 to be repaid by the end of 2019. The Utility Committee will send the request to the Finance Committee with a positive recommendation. There may be an additional loan request in January. It is expected the financial situation will be rectified by June 2020 when the spring tax settlement check arrives. Mr. Wischer will prepare a resolution for the short-term loan.

Motion: Leon Key moved to recommend the Finance Committee submit to the Town Council with a positive recommendation, the request to approve a \$288,000.00 loan from the Newburgh Sewer Department to Civil Town which must be repaid by the end of 2019.

Motion seconded: Susan Helms

Discussion: Mr. Wischer will prepare a resolution which council must pass to approve the short-term loan.

Motion passed unanimously.

### Miscellaneous

Mr. Key stated a motion is needed for the emergency declaration made to replace a water pump on the Jet Vac Truck.

Motion: Leon Key moved to recommend to Council to confirm the emergency declaration to purchase and replace a water pump for the Jet Vac Truck from Brown Equipment Company Inc. at a cost of \$20,556.11 plus shipping.

Motion seconded: Christy Powell

Discussion: None

Motion passed unanimously.

The Town of Newburgh sewer tap fee has remained the same since 1987. If the fees are ever restructured, they should be based on a demonstrated calculation of investment in the wastewater treatment plant. The sewer tap fee is in line with the Indiana code.

Mrs. Schaefer suggested Russell Powell attend the Utility Committee meetings periodically. Mr. Key agreed Mr. Powell would be a strong candidate to succeed him following retirement as he carries a Class IV license and the certification required for the position.

Motion: Christy Powell moved to adjourn the meeting.

Motion seconded: Leon Key

Discussion: None

Motion passed unanimously

The meeting adjourned at 12:03 AM.