

# **TOWN OF CHESTERTON SERVICE UTILITY BOARD**

## **MEETING MINUTES**

**DECEMBER 19, 2016**

The meeting was called to order at 7:00 p.m. with the Pledge of Allegiance. Present were members A. Michel, S. McCord, J. Raffin, J. Schnadenberg and L. Brandt, Supt. D. Ryan, Engineer M. O'Dell, Council Member Liaison D. Lafata, Attorney C. Parkinson and Secretary D. Schoenfelt. Absent were Clerk- Treasurer S. Kuziela, Town Manager B. Doyle, Porter Rep. B. Brueckheimer and Attorneys J. Paulson and C. Nolan.

### **APPROVAL OF MINUTES**

S. McCord moved to approve the minutes of the November 21, 2016 meeting, seconded by J. Schnadenberg, approved by unanimous voice vote.

### **APPROVAL OF CLAIMS**

S. McCord moved to approve the claims as presented, seconded by J. Raffin, approved by unanimous voice vote.

**COMMENTS FROM THE PUBLIC** - None

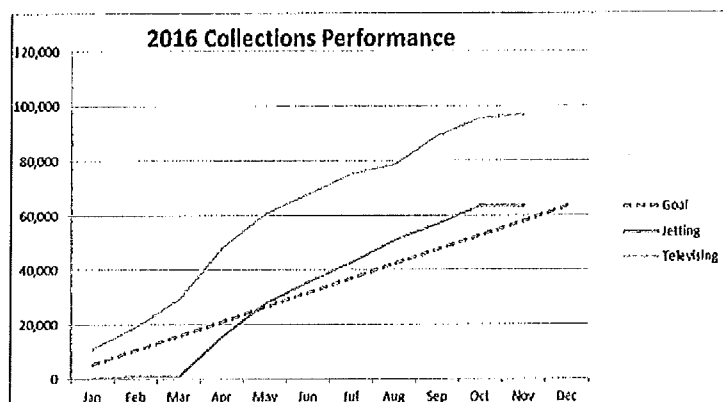
### **Superintendent's Report**

#### **Administration**

1. We received about 2" of rain in about 3-hours on 11/2, causing our CSO basin to be used. It filled almost half way, or just over a half million gallons.
2. R.V. Sutton completed the installation of the manholes in Chestnut Hills. The manhole on Partridge Way could not be installed due to too many utilities in the way.
3. DLZ is finalizing the bid package for the additional projects to spend the remaining SRF funds from the phase-2 WWTP expansion project. We are anticipating being ready to award the bid on 1/26/17.
4. The Vactor's pony motor failed and cost \$8,000 to fix. The fix included repairs to the crank gear, cam gear, main and rod bearings, and oil pump. Re-installation will be completed by the garage mechanics.
5. WIN911: The alarm system was discovered not operational due to program lock-up. Ace Technologies worked on the program and was able to make the system operational. Monitoring and updates continue to prevent another occurrence.
6. Time was spent on developing the operating and capital budgets for 2017.
7. Interviews were concluded at the end of November for the three open positions. Offers will be completed on 12/16, with anticipated start dates during the first week of January.
8. A Collection employee resigned on 12/6. A job posting will start in the Chesterton Tribune on 12/14.

## Collections

1. There were no pump failures this month. Dickenson pump #1 was received back & installed.
2. The Collection crew is short 3 employees and has been doing an excellent job prioritizing the workload. Their efforts and dedication is much appreciated.
3. We televised 1,242 feet and did not perform any jetting. Hats off to our collection crew for exceeding the annual goal in both areas.
4. We completed 114 locates and 10 inspections.



## Treatment

1. Expansion Related Issues
  - a. The automated valve actuators for aeration tanks 5 and 6 were installed. They are now operational and will be placed on line as the system is tested for proper set points.
  - b. The Dissolved Oxygen monitoring system has faulted out and is still being diagnosed.
  - c. An electric control power supply was replaced under warranty due to failure.
2. Streamlined Mercury Minimization/Variance Program
  - a. Continuing to meet the annual requirements.
3. Maintenance Tasks
  - a. The Digester Sludge Centrifuge was inspected by manufacturer Alfa-Laval. A report will follow from them outlining maintenance needs.
  - b. An electric power bobble required emergency response to reset equipment. It was determined that a circuit board for the CSO basin control valve was damaged and needs replacement. This will cost approx. \$525
  - c. The Primary Clarifier floatables collection piping was plugged and jet cleaned by the Collection crew. We thank them for their continued support.
  - d. General winterization of equipment is ongoing.
4. Pre-Treatment
  - a. Continuing our efforts to assist local industries in meeting their discharge limits. Efforts are ongoing to monitor industry effluents and commercial grease traps.

### **Engineer's Report**

1. Working on having estimates and going over bid documents for Phase 3 with DLZ.
2. Woodruff & Sons had an employee pass away and M. O'Dell attended the visitation.

**Town of Porter - None**

### **Board Report**

Chesterton – 47%    Porter – 54%    Indian Boundary – 63%

### **OLD BUSINESS**

1. The Town Council approved the Rate Ordinance.
2. D. Ryan explained why, according to IDEM, without plant expansion there is no increase in capacity rating.

### **NEW BUSINESS**

1. John Sturgill from McMahon Associates, Inc. addressed the Board requesting sewer service for the Duneland School Corporation Bus Barn. They want to complete the pre-requisites this winter so construction can begin in June.
2. S. McCord moved to approve this request, seconded by J. Schnadenberg, approved by unanimous voice vote.
3. J. Schnadenberg moved to pay a \$200 plumbing bill to a customer who had this bill from sewage coming into their house due to a faulty manhole, seconded by J. Raffin, approved by unanimous voice vote.
4. S. McCord moved to adjust a customer's bill to what their normal bill is instead of the inflated one that was due to a kitchen pipe that burst, seconded by A. Michel, approved by unanimous voice vote.
5. S. McCord moved to pay for a new furnace for the Collection crew's office, seconded by J. Schnadenberg, approved by unanimous voice vote.
6. J. Schnadenberg moved to approve \$3693.02 in write-offs, seconded by J. Raffin, approved by unanimous voice vote.

### **LETTERS AND COMMUNICATIONS**

1. A letter was received from the Duneland School Corporation requesting approval for a sewer connection for the Bus Barn.

## COMMENTS FROM THE BOARD

1. J. Raffin thanked J. Schnadenberg and his crew for the clear roads and wished everyone a Merry Christmas.
2. S. McCord wished all a Merry Christmas and expressed his pleasure in all the years he has served on the Board.
3. A. Michel also wished everyone a Merry Christmas and a thank you to all the employees of the WWTP.
4. L. Brandt gave his summary of the year.
  - a. We increased efficiency by 4%.
  - b. No more by-passes due to the new Tank.
  - c. We added Fox Chase Farms and Whispering Sands after 2 ½ years.
  - d. The SCADA system was upgraded.
  - e. The Morningside project was completed.
  - f. The Rate Ordinance was approved.
  - g. Over 100,000 feet of sewer lines were televised and over 70,000 jettied.
  - h. He thanked A. Michel for his 25 years of service on the Board.
  - i. He congratulated D. Ryan for his year and a half being Supt.
  - j. He was pleased how the Utility and Street Dept. have worked together.
  - k. He thanked the Town Council, attorneys, customers, employees, and the Board for a successful year.

## ADJOURNMENT

S. McCord moved to adjourn the meeting at 7:30 p.m., seconded by A. Michel, approved by unanimous voice vote.

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Lawrence Brandt Chairman

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Deb Schoenfelt Secretary