

# **TOWN OF CHESTERTON SERVICE UTILITY BOARD**

## **MEETING MINUTES**

**JANUARY 15, 2017**

The meeting was called to order at 7:08 p.m. with the Pledge of Allegiance. Present were Board Members L. Brandt, A. Michel, S. McCord, J. Raffin and J. Schnadenberg, Supt. D. Ryan, Engineer M. O'Dell, Council Member Liaison D. Lafata, Clerk- Treasurer S. Kuziela, Attorney C. Parkinson and Secretary D. Schoenfelt. Absent were Porter Rep. B. Brueckheimer and Town Manger B. Doyle.

### **ELECTION OF OFFICERS**

1. S. McCord moved, for L. Brandt to remain as President of the Utility Board for 2018, seconded by A. Michel, approved by unanimous voice vote.
2. A. Michel moved for s. McCord to remain as Vice- President for 2018, seconded by J. Schnadenberg, approved by unanimous voice vote.
3. J. Schnadenberg moved for D. Schoenfelt to remain as Secretary for 2018, seconded by J. Raffin, approved by unanimous voice vote.
4. S. McCord moved to retain Harris Welsh & Lukmann as legal counsel for the Utility Board for 2018, seconded by J. Raffin, approved by unanimous voice vote.

### **APPROVAL OF MINUTES**

S. McCord moved to approve the minutes of the December 18, 2017 meeting, seconded by J. Schnadenberg, approved by unanimous voice vote.

### **APPROVAL OF CLAIMS**

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

### **COMMENTS FROM THE PUBLIC – None**

### **Superintendent's Report**

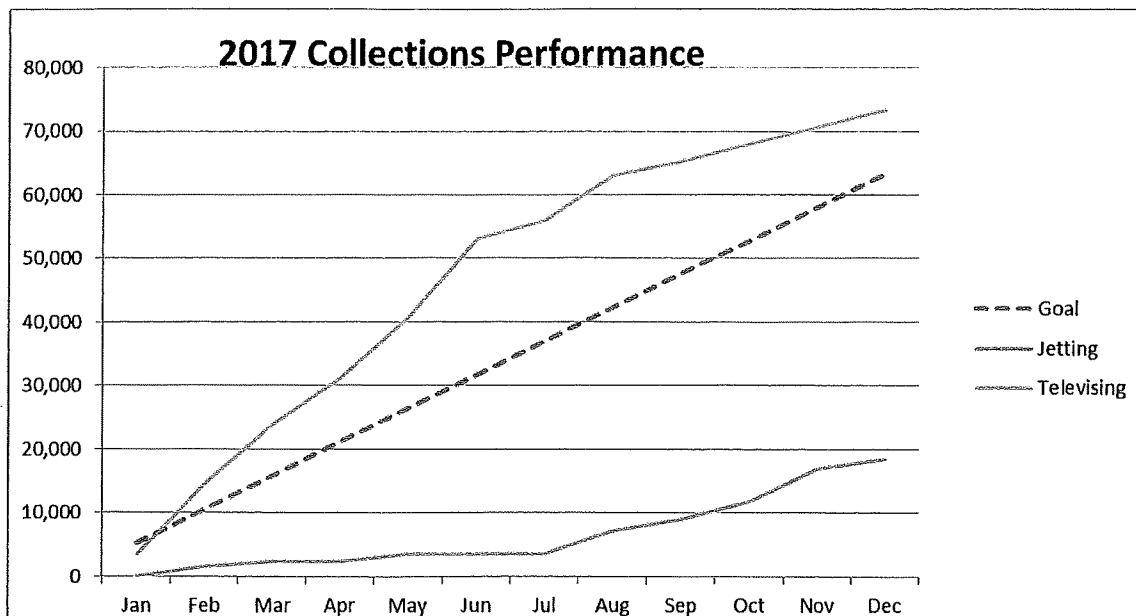
#### **Administration**

1. The furnace on top of our headworks building failed. We found ice on the controls. We had a tech out and made some modifications to help prevent future freezing.
2. The clarifier project has been successfully completed. The last primary was started up on Friday 12/15.

3. Bills paid with credit cards totaled 12.02% of all payments in 2017 compared to 10.79% in 2016. The fees collected for paying by credit card were short \$1,542, or 15.22%, in 2017 as compared to 17.3% short in 2016.
4. Applications are being solicited for the existing vacancy in collections.
5. Both the plant and collection crews did an outstanding job maintaining our system during the extreme weather conditions. Kudos to all.

### Collections

1. There was one lift station pump failure this month, a 50hp at Dickinson.
2. We televised 2,702 feet and jetted 1,552 feet.
3. The crews continued working on the main under I-94. There was a good size root ball to cut out.
4. We completed 451 locates and 10 inspections.
5. The collection crew also performed training on control panel operations and also CDL training with the new employees.



### Treatment

1. Expansion Related/Warranty Work
  - a. Gasvoda & Sweeny are still working on the grit removal equipment changes needed.
  - b. The wet weather basin pinch valve circuit board was repaired under warranty.
2. Streamlined Mercury Minimization/Variance Program
  - a. Continuing to meet the annual requirements.
3. Maintenance Tasks
  - a. The effluent auto sampler failed due to a faulty signal wire.
  - b. One of the non-potable water system hydrants was removed due to failure.

- c. One of the clarifier skimmers froze causing over-torque conditions. We applied liquid calcium to thaw it.
  - d. Busy with ice and snow removal.
  - e. Drained the wet weather basin force main to avoid potential freezing.
  - f. Part of the polymer feed lines to the aeration tanks froze and ruptured. Working on repairs. Will be looking at system modifications to minimize freezing.
4. Pre-Treatment
- a. Efforts are ongoing to monitor industry effluents and commercial grease traps.

**Engineer's Report**

M. O'Dell reported the Clarifier Project SRF account is being closed out.

**Town of Porter – None**

**Board Report**

Chesterton – 44%    Porter – 50%    Indian Boundary – 44%

**OLD BUSINESS – None**

**NEW BUSINESS – None**

**LETTERS AND COMMUNICATIONS – None**

**COMMENTS FROM THE BOARD**

1. A. Michel was glad to be re-appointed to the Utility Board.
2. S. McCord was glad the Town Council is keeping the Utility Board together and thanked them for being re-appointed to the Board. He also thanked the Council for working on behalf of Utilities and thanked J. Schnadenberg and crew for their work on the roads.
3. J. Raffin thanked the Utility staff for keeping everything working through all the cold temps.

**ADJOURNMENT**

J. Schnadenberg moved to adjourn the meeting at 7:10 p.m., seconded by S. McCord, approved by unanimous voice vote.

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Lawrence Brandt Chairman

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Deb Schoenfelt Secretary