

# **TOWN OF CHESTERTON SERVICE UTILITY BOARD**

## **MEETING MINUTES**

**MAY 21, 2018**

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

### **APPROVAL OF MINUTES**

S. McCord moved to approve the minutes of the April 16, 2017 meeting, seconded by J. Raffin, approved by unanimous voice vote.

### **APPROVAL OF CLAIMS**

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

### **COMMENTS FROM THE PUBLIC**

1. Gregory Babcock addressed the Board requesting their approval to grant permission for a sewer line connection to the town for property on the southwest corner of 1050 North and Meridian.
2. L. Brandt asked if the future property owner had plans to make this land a subdivision since it is ten acres but G. Babcock assured him that would not be the case.
3. S. McCord moved to allow a connection to the E-1 sanitary sewer line for the property on the southwest corner of 1050 North and Meridian, subject to creation of Waiver of Remonstrations Agreement, seconded by A. Michel, approved by unanimous voice vote.

### **Superintendent's Report**

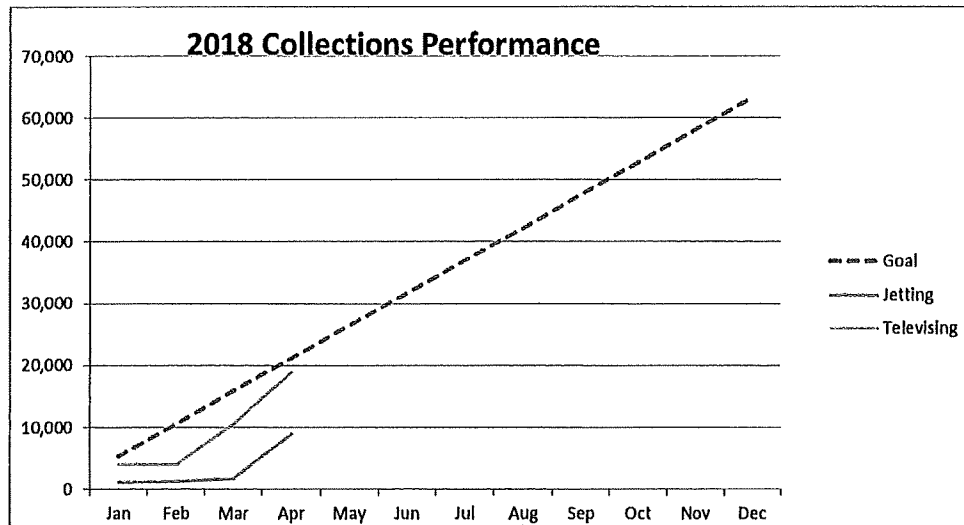
#### **Administration**

1. I closed on the loan from Centier for the new vac truck on 4/25.
2. The new vac truck was delivered on 5/3. Training has been completed.
3. We enhanced our customer service by mailing a copy of the late/shut off notices to landlords, since they are responsible for payment in the event of tenant failure to pay. The feedback from several landlords has been all positive.
4. DLZ completed and submitted our Post Construction Monitoring Report to IDEM on 4/26. This was a requirement of the SRF as part of the plant expansion project and dealt with the performance of the CSO basin.

5. Our plant was the host site for the April meeting of the Northwest Indiana Operators Association.
6. Leah, our Lab Chief, attended a course in Indy on 4/11, and passed the test, to become recognized as a Registered Pretreatment Coordinator. Kudos to Leah.
7. I have interviewed several candidates for the WW Operator/Maintainer vacancy and am continuing with the search.

## Collections

1. There was one lift station pump failure this month. Tanglewood pump #2, a 2hp, failed.
2. We televised 8,258 feet and jetted 7,296 feet.
3. We completed 426 locates and 7 inspections.
4. We have been making time to do some training with the new guys.
5. All the crew received training on the new vac truck.
6. The collection crew did some root cutting south of Brown Ave. and on 3<sup>rd</sup> St.



## Treatment

1. Streamlined Mercury Minimization/Variance Program
  - a. On-Track to meet the annual requirements for 2018.
  - b. We are reviewing data to determine locations in the collection system to best monitor mercury levels. Samples will then be collected and analyzed.
2. Maintenance Tasks
  - a. We had some shrouding made for the headworks furnace air intake to reduce rain and snow entering the unit, which has caused us some issues.
  - b. We had an Ethernet switch replaced for wet weather basin communications.
  - c. We had to have the excess methane gas flare controls repaired.
3. Pre-Treatment
  - a. Efforts are ongoing to monitor industry effluents and commercial grease traps.

- b. The first half of the bi-annual sampling and analysis program on our SIU's is complete.

### **Engineer's Report**

M. O'Dell is still working on the Walro lift station.

**Town of Porter** – None

### **Board Report**

Chesterton – 50%    Porter – 58%    Indian Boundary – 64%

### **OLD BUSINESS**

1. S. McCord moved to approve the loan from Centier Bank for \$350,000 with 2.98% interest, seconded by J. Raffin, approved by unanimous voice vote.
2. J. Schnadenberg moved to declare the oldest Vactor truck surplus, seconded by S. McCord, approved by unanimous voice vote.
3. S. McCord moved to approve D. Ryan to advertise for sealed bids for the Vactor truck, seconded by J. Schnadenberg, approved by unanimous voice vote.

### **NEW BUSINESS**

1. D. Ryan discussed his research into salaries in the area for Lab employees and the need to bring the current salary of the Utility's lab employees up to within 95% of what is the average of his findings.
2. S. McCord moved to approve this increase, subject to approval by the Town Council, seconded by A. Michel, approved by unanimous voice vote.

**LETTERS AND COMMUNICATIONS** – None

### **COMMENTS FROM THE BOARD**

1. J. Schnadenberg said we need to look into a new camera truck and dump truck due to the age of the current trucks in use and wants these purchases to be in the next budget, if possible. He also expressed concern that Bill Williams has no back-up to run the plant.
2. D. Ryan said he hopes to find a new employee to replace the vacancy left by Bill Lopez with someone what has experience working in a wastewater treatment plant. He has also had a firm in Valparaiso tour the plant and they could possibly fill in if the need presents itself.

### **ADJOURNMENT**

S. McCord moved to adjourn the meeting at 7:24 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