

# **TOWN OF CHESTERTON SERVICE UTILITY BOARD**

## **MEETING MINUTES**

**SEPTEMBER 21, 2020**

The meeting was called to order at 7:00 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, Clerk-Treasurer C. Udvare, Council Member Liaison S. Darnell, Attorney C. Parkinson and Secretary D. Schoenfelt. Absent were Attorney C. Nolan and Town Manager B. Doyle.

### **APPROVAL OF MINUTES**

S. McCord moved to approve the minutes of the August 17, 2020 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**

1. Scott Peterson addressed the Board expressing his concern about the amount of his sewer bill. L. Brandt explained how Utilities determines how much to charge plus the fact that there is a rate review every 2 years which also helps determine charges.

### **Superintendent's Report**

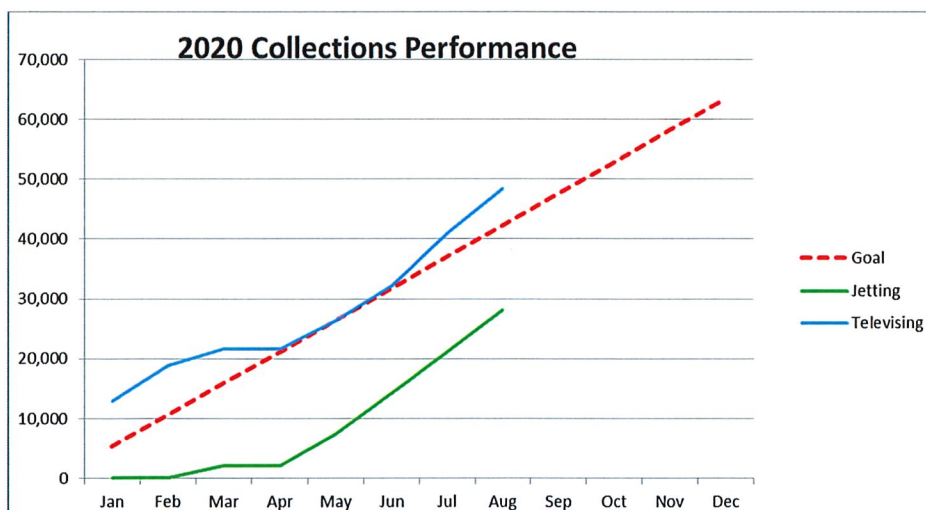
#### **Administration**

1. We received our new dump truck on 8/25.
2. The broken sewer wye on the main and about 30 feet of the service lateral serving the Wabash Ave. Townhomes, 682 Wabash, was repaired by Woodruff on 8/10 & 8/11. I am hoping to have the cost of this repair by meeting time. Since we had to replace a good portion of the private service lateral, I would like for you to consider me sending the Townhomes an invoice for their fair share. I did leave a voice mail for them prior to starting the repair but never received a return call.
3. Our new backhoe was delivered on 8/19.
4. We hauled 60 yards of sludge to the farm.
5. I have surplus equipment listed on the agenda. These include our old camera truck and an old pickup. Both are in need of extensive repairs to be functional. The Town is not having an auction this year, but will be displaying surplus vehicles for a couple days in the parking lot across from the Town Hall and will accept sealed bids. This will be advertised.

6. Again, as of this writing, it is unknown whether or not our governor will be extending his executive order prohibiting utilities from disconnecting services. As discussed at our last meeting, a bill insert offering our customers a payment plan will be included in the bills to be mailed on 9/17.
7. I will have a current account aging report at our meeting for review.
8. Our ACH implementation process is moving forward. We had a zoom meeting with bank reps on 9/16 and will soon be testing our data file. It is anticipated that customer sign-up forms will be included with the November bills.
9. A collections employee resigned on 9/11. I will begin the candidate search soon.
10. All employees continue to remain healthy during this pandemic event.

## Collections

1. There was one pump failure this month. Pump #2, a 50hp, at Porter Cove LS. The cost of the replacement pump will be \$20k.
2. We televised 7,326 feet and jetted 6,968 feet.
3. We completed 260 locates and 8 inspections.
4. Both the jetting and camera crews are working south of Porter, near Westchester and 15<sup>th</sup> St., heading west to 23<sup>rd</sup> St.
5. We trimmed the trees on the bike trail leading to the Porter Cove LS to prevent limbs from scratching the vac truck.
6. We responded to a sewer overflow at the Fox Chase liftstation on 8/23. There was a power outage and the generator did not start due to low oil. All fluids were checked the prior week. The mechanics have evaluated the generator and corrected the low oil level.



## Treatment

1. Streamlined Mercury Minimization/Variance Program
  - a. Continuing to meet the annual requirements.
  - b. Efforts have started to meet the November 1<sup>st</sup> due date for the annual SMV report.
2. Maintenance Tasks

- a. Final clarifier #3 was cleaned and inspected and aeration tanks #3 & #4 were cleaned and inspected. We replaced the diffusers in grid #1 of the #3 aeration tank due to poor condition and performance.
- b. We are still reviewing options for our turbo blower heater project since the estimates came in higher than expected. We should have a decision soon.
- c. We dealt with issues resulting from power interruptions, including the tripping of wet weather pumps, failing of a level transducer and the failing of the influent sampler.
- d. We jet cleaned the RAS valves due to poor flow. Thanks to the collections crew for assisting.
- e. We are working with the dealer on the design for our replacement screw conveyer for the centrifuge.
- f. We are evaluating options for repairs on the feed well in final clarifier #2.

### 3. Pre-Treatment/Lab

- a. Efforts are ongoing to monitor industry effluents and commercial grease traps. We are trying to get back to the regular frequency of visits since the Covid challenges started.

## **Engineer's Report**

1. M. O'Dell reported on lift station work.

## **Town of Porter Report – None**

## **BOARD REPORT**

Chesterton – 53%    Porter – 44%    Indian Boundary – 50%

## **OLD BUSINESS**

1. D. Ryan reported \$96,000 so far is owed in unpaid utility bills and people are starting to apply for the flex payment plans.
2. S. McCord moved to declare the 2003 Chevy 2500HD pickup and the 1984 Ford stepvan surplus equipment, seconded by J. Schnadenberg, approved by unanimous voice vote.
3. S. McCord moved to authorize the Clerk Treasurer C. Udvare to sign a contract with First Source Bank for the ACH upon approval of the contract, seconded by J. Schnadenberg, approved by unanimous voice vote.

## **NEW BUSINESS**

1. Discussion concerning what the customer is responsible for in an emergency repair to the lateral sewer line resulted in no Board action at this time.

## COMMENTS

1. S. McCord urged the public to contact Utilities to make arrangements for a flex payment plan if needed without delay.

## ADJOURNMENT

J. Schnadenberg moved to adjourn the meeting at 7:34 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