

**THE SEWER BOARD OF THE CIVIL CITY OF NEW ALBANY, INDIANA, HELD A WORK SESSION IN THE THIRD FLOOR ASSEMBLY ROOM OF THE CITY-COUNTY BUILDING ON WEDNESDAY, SEPTEMBER 5, 2012 AT 9:00 A.M.**

**PRESENT:** Mr. Brinkworth and Mr. Wilkinson

**ALSO PRESENT:** Todd Solomon, Lindsey Bironas, Kevin Feder, Bill Gibson, April Dickey, Shane Gibson and Vicki Glotzbach

**Mr. Brinkworth called the meeting to order at 9:14 a.m.**

**Mr. Solomon** stated that they are on a 2 week cycle to review the chapters 4 at a time. He explained that Chapter 1 is an introduction of the Design Manual and they are going to go over chapters 1-4 today. He stated that this is a final draft so they want to make sure the language is acceptable to the city and the county. He explained that he reviewed Chapter 1 and he only found small grammatical errors that need to be changed.

**Mr. Feder** asked that he add floydswcd.org under 1.4 Web Pages.

**Mr. Brinkworth** asked if they were going to break the chapters out on the webpage so that it isn't such a huge download.

**Mr. Solomon** explained that they will have an index of the entire design manual as well as each chapter as a separate download. He stated that Chapter 2 is general background information and explained that that there is some MSD language that needs to be weeded out. He explained that 2.2 Design Approach describes the administrative codes and planning documents available to guide a developer or engineer through a design project for both wastewater and stormwater. He stated that there is no sewer system master plan as it is referenced in this chapter.

**Mr. Wilkinson** stated that many of those things are covered in the CAP.

**Mr. Solomon** stated that they would scratch that since it is covered in the CAP. He asked if they wanted to make any deletions or additions to this list in 2.2

**Mr. Wilkinson** asked Mr. Shane Gibson that if a conflict came up in the language of Chapter 51 of the city ordinance if they dealt with it at that time or if it was something they should address when they see the conflict in the wording.

**Mr. Gibson** stated that they should be up-to-date and they usually address these issues as soon as they up.

**Mr. Brinkworth** asked about 327 IAC and if that is where IDEM steps in and says that they have to be designed according to specific rules.

**Mr. Solomon** stated that was correct. He explained that they had previously reviewed Chapter 51 and noted some items that conflicted with the plan and they had talked about getting together to

go over these items so that the city could have the opportunity to make these changes when they update the storm water ordinance. He stated that when they have their next meeting they will have some ordinance recommendations to talk about.

**Mr. Wilkinson** stated that once in a while they will have a resident come in under extenuating circumstances regarding an issue with the Y connection and there is some double language that doesn't clearly address when they have issues like this.

**Mr. Brinkworth** stated that those need to be in an easements and that would illuminate the problem. He explained that they are typically out in the right-of-way with an easement on either side of the road.

**Mr. Wilkinson** stated that it might be that they just don't worry about it until they get a situation that brings it forward and then they do all the corrections at once.

**Mr. Gibson** stated that they have several of those issues in the ordinances that they need to address and correct.

**Mr. Brinkworth** stated that the best way to deal with it is when they have a problem with one and realize it is in someone's backyard is to get an agreement for them to sign over the easement before they fix it at no cost.

**Mr. Wilkinson** stated that the first sentence states that the resident is responsible for that lateral line and then the ordinance just starts rambling that clouds it up and if they could clean it up it would really help.

**Mr. Gibson** stated that he would rather take it all before the council at once and not piece meal it together.

**Mr. Solomon** went over section B of Chapter 2.2 regarding the New Albany Stormwater.

**Mr. Brinkworth** asked about Chapter 54 regarding drainage plans and fees and if it was necessary to include it.

**Mr. Solomon** stated that he thought they talked about rolling Chapter 54 into Chapter 56.

**Mr. Brinkworth** stated that the purpose of 54 is to define responsibility for reviewing the drainage plans for new developments and establish a schedule of drainage fees.

**Mr. Gibson** stated that he does think that can be rolled into 56.

**Mr. Solomon** said that they are going to have Ms. Dunaway come back with the proposal of suggested revisions and let the board take a look at that.

**Mr. Brinkworth** stated that if they are just talking about design approach, he doesn't know if it needs to be in there because the engineers should know the steps.

**Mr. Solomon** stated that they are trying to give them as many resources as they can but they can always make adjustments. He asked if there was such a thing as a Floyd County Stormwater Management Plan.

**Mr. Feder** stated that he doesn't believe there is.

**Mr. Solomon** stated that they would strike that out of Subsection C and he continued to go over what would be in the rest of this subsection dealing with Floyd County Stormwater.

**Mr. Feder** stated that they could leave Rule 13 in there but it doesn't really relate to the general public and speaks more to how they have to set up their MS4 programs.

**Mr. Solomon** stated that they would strike the Rule 13 everywhere. He explained that the bottom of 2.2 discusses developing land and new/replacement sewers and he wanted to know if they would like to use the requirements that MSD uses or something else.

**Mr. Brinkworth** stated that in an instance where a Land Surveyor plans a residential development they don't have to have an engineer to stamp it unless it is water lines, force main, or a lift station.

**Mr. Solomon** stated that they could add some more details to this paragraph.

**Mr. Brinkworth** stated that they should probably check with the state to see what they allow Land Surveyors to do.

**Mr. Solomon** stated that they will take a look at it and put more specific wording in as to what the state allows.

**Mr. Solomon** went over Section 2.3 Submittal Requirements and 2.4 Submittal Review and Approval. He explained that he plans to invite Scott Wood and Don Lopp at the next meeting to discuss the specific submittal requirements.

**Mr. Brinkworth** stated that in 2.3 it should say the design documents shall include not may include. He explained that the first step is doing the conceptual plan to get approved by the Stormwater and Sewer Board before it goes to Plan Commission.

**Mr. Solomon** stated that they will work on that language and next time have Don Lopp and Scott Wood there to discuss it in more detail.

**There was a lengthy discussion regarding concept plans and how they are included.**

**Mr. Gibson** asked if they should require it in PDF.

**There was a lengthy discussion regarding how this information is submitted and in what format they would prefer.**

**Mr. Solomon** said that they could put that in. He went over 2.7 Permit Requirements and explained that it was a checklist to help developers along as far as what is required. He went over the exhibits in Chapter 2 and explained that there are some things that have been left off that they need to add.

**Ms. Bironas** asked if the drawings would be his required submittals.

**Mr. Feder** stated yes.

**Mr. Wilkinson** stated that he thinks the Board of Works does some of this approval.

**Mr. Feder** asked about the applications fees and if they were going to be included. He stated that they don't have to list the fees but it need to be on the final checklist before they get final approval.

**There was a lengthy discussion regarding the two permits and when they get it signed off on.**

**Mr. Solomon** stated that they will make modifications to include the city process for this.

**Mr. Brinkworth** stated that the developer pays the fees when they apply and asked if the city does the same thing.

**Mr. Feder** stated that they do and he will not approve the review of the plan until they have paid the fees.

**Mr. Solomon** went over the required permits for drainage projects, pump station & structure projects, and sanitary sewer pipeline projects. He explained that the manual covers two different types of projects which are private developers and capital projects.

**Mr. Solomon** asked to skip to Chapter 4 to get some input about CADD standards.

**Mr. Brinkworth** stated that he has looked at it and it is going to require some work to get it all set up the first time but after the first project it will be pretty simple after that and there are a lot of benefits to it.

**Bill Gibson** stated that the manual says model space shall be used for all drafting but it should really say that it may be used.

**There was a lengthy discussion regarding how the files and drawings are set up. .**

**Mr. Solomon** stated that MSD gets such a high volume of information that they have to streamline it so there is no guess work but New Albany would probably have more time to spend on that.

**Ms. Bironas** stated that you could have them submit a CADD and a PDF.

**Mr. Solomon** asked if they were interested in adding an AutoCAD template file to distribute.

**Bill Gibson** stated that they are.

**There was a lengthy discussion regarding the design with references to the exhibits.**

**Mr. Solomon** asked Mr. Brinkworth to look over this section and give them any other comments or suggestions he may have. He went over 4.2.2 Submittal of Final Plans and explained this is a pretty detailed description of how MSD wants the final plans submitted. He explained that MSD also requires mylars but they are the only ones that require that now and he wanted to know if the city is interested in that.

**There was a lengthy discussion regarding what MSD requires and if it is something the city would like to require as well.**

**Mr. Gibson** asked what they do for construction plans for subdivisions.

**Mr. Solomon** stated that he doesn't know and this typically applies to capital projects.

**Mr. Wilkinson** stated that basically staying with MSD's standard plan would be a good idea.

**Mr. Solomon** went over the rest of Chapter 4 with the board. He said that Chapter 3 is general planning information and explained that they referenced the Capacity Assurance Plan and the New Albany Stormwater Master Plan. He stated that they will be going over Chapter 5-9 at the next meeting.

**ADJOURN:**

There being no further business before the board, the meeting adjourned at 10:52 a.m.

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Gary Brinkworth, Vice President

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Vicki Glotzbach, City Clerk