

**THE SEWER BOARD MEETING OF THE CIVIL CITY OF NEW ALBANY,
INDIANA, WAS HELD IN THE THIRD FLOOR ASSEMBLY ROOM OF THE
CITY-COUNTY BUILDING ON THURSDAY, JUNE 9, 2016 AT 9:15 A.M.**

PRESENT: Ed Wilkinson, member, Nathan Grimes, member and Mayor Gahan,
president.

ALSO PRESENT: April Dickey, Linda Moeller, Rob Sartell, Larry Summers, Shane
Gibson and Vicki Glotzbach

CALL TO ORDER:

Mayor Gahan called the meeting to order at 9:15 a.m.

PLEDGE OF ALLEGIANCE:

APPROVAL OR CORRECTION OF THE FOLLOWING MINUTES:

**Mr. Wilkinson moved to approve the May 26, 2016 Regular Meeting Minutes as
corrected, Mr. Grimes second, all voted in favor.**

BIDS/CONTRACTS:

COMMUNICATIONS - PUBLIC:

COMMUNICATIONS - CITY OFFICIALS:

1. Linda Moeller re: Crowe Horwath Statement of Work

Mrs. Moeller stated that as part of the bonding process one of our requirements is to review our bonds annually and usually Crowe Horwath takes care of that. She presented a statement of work for Crowe Horwath to review those bonds and said that the cost is \$800.00 and they submit the forms. She explained that the analysis work for the bonds is what we use to submit to our banks to verify that we are keeping in compliance with our bond requirements.

Mr. Wilkinson asked if Crowe Horwath does an audit or if Rodefer Moss does it.

Mrs. Moeller stated that Crowe Horwath does it but they use the data from Rodefer Moss as well as data from her office to do that analysis work.

Mr. Wilkinson asked if they do a regular spot check on certain line items and such.

Mrs. Moeller stated that they make sure that we are in balance, making our payments and that our bonds are healthy. She said that they are also working on the arbitrage for us on the bonds as well as the materiality that we still have to keep doing. She said that there are certain requirements that we have to do with this being one of them and she just wanted to run it past the board to make sure you are aware and okay with it.

Mayor Gahan asked how often they do this.

Mrs. Moeller replied it is supposed to be done yearly but she doesn't think that we have done it since 2014.

Mr. Grimes asked if Mr. Gibson has reviewed it.

Mrs. Moeller replied that he has and he is okay with it.

Mr. Wilkinson moved to approve, Mr. Grimes second, all voted in favor.

2. Shane Gibson re: Reflection Lake property deed

Mr. Gibson presented the Reflection Lake Development Deed that was delivered to his office on Monday and stated that he needs Mayor Gahan’s signature on it to accept it. He added that as soon as he has all signatures he will get it recorded.

3. Larry Summers re: Sewer adjustment policy

Mr. Summers stated that sewer adjustment policy was sent to the board members and he didn’t know if they wanted to go ahead and approve it.

Mr. Gibson stated that he had incorporated the changes that were requested the last time they discussed it. He added that it is ready to go whenever the board wants to act upon it.

Mayor Gahan suggested doing it at the next meeting.

4. Mayor Gahan re: Dip in pavement on Elm Street

Mayor Gahan stated that on Elm Street behind Breakwater there was a dip and storm water excavated and the dip returned so it needs to be fixed and asked that it be brought up at the storm water meeting.

Mr. Wilkinson stated that they may be waiting until they are finished with everything at Breakwater because they are going to cut into the street and do that whole block area at one time.

Mayor Gahan stated that if that is part of it, that’s fine, we just need to let people know.

SEWER ADJUSTMENTS:

Mrs. Dickey presented an adjustment request for Jalissa Kleczynski in the amount of \$1,137.66 for a leak that occurred in the back-up sump pump because of a malfunction. She explained that the water was emptied out the side of the house into the yard and the leak was repaired by Greenwell Plumbing. Supporting documents are attached.

Mr. Wilkinson moved to approve, Mr. Grimes second, all voted in favor.

Mrs. Dickey presented an adjustment request for Benny L. Williams in the amount of \$3,457.70 for a leak that occurred at the main line in the front yard. She explained that the water went into the yard and the leak was repaired by Scroggins Plumbing of Kentucky, Inc. Supporting documents are attached.

Mr. Wilkinson moved to approve, Mr. Grimes second, all voted in favor.

Tabled Adjustments

| | |
|----------------------------|-------------|
| Cross Creek Property Mgmt. | \$2,305.10 |
| Cross Creek Property Mgmt. | \$7,486.52 |
| Cross Creek Property Mgmt. | \$1,032.44 |
| Jason Jahn | \$2,981.40 |
| Colonial Club Homeowners | \$14,591.75 |

FINANCIAL REPORT:

Mr. Wilkinson reported that we are \$100,000.00 short on revenue because they simply cut the bank receipts off on the 25th so it will show up on next month's report. He stated that we were at the close of some construction jobs at the end of the year last year and it only showed \$50,000.00 available on one and \$60,000.00 on the other to finish the contracts but the work that was done in December was billed in this calendar year so it shows the number way out of line over the calendar year end. He said that those construction jobs were done inside of the budget and bids but it is just confusing so he wanted to mention it. He also said that the operating budget for the year to date is 8% under budget so operations are in good shape.

NEW BUSINESS:

1. Rob Sartell re: New Albany Wastewater Utility Retirement Projections

Mr. Sartell stated that the projections are based on 65 years of age. He said that in 10 years there will be 11 folks eligible for retirement, in 15 years 4 more will be eligible for a total of 15 and 2 are eligible right now for a total of 17 so in the next 10-15 years, half of the workforce is going to be retired. He said he just wanted the board to be aware.

2. Rob Sartell re: New Albany Wastewater Utility Employee Education Program

Mr. Sartell explained that this spells out the pathways that employees can take either through the collective system or the wastewater treatment plan. He said it is just really for the board's consideration and review. He stated that he thought it might be best to put in place an incentivized education program to let those folks that have some ambition to kind of rise to the top and educate themselves and prepare themselves for the future. He added that there is an Operation of Wastewater Treatment program and an O & M of Wastewater Collections Systems program that are actually correspondence courses from California State University and gives the bare bones of what you really need to know about wastewater treatment and collection systems. He said that right now he has a lot of employees that work hard and understand their jobs but don't really understand what they are doing the job for. He said this is just something to consider.

Mr. Wilkinson stated that the new equipment that we buy is constantly becoming more complicated and computer driven so we need to raise the level of education of the staff that we have. He also stated that we need to get more definition in so far as available classes and such and get started with some program to motivate people to move up stream.

Mr. Grimes asked if he has some people that are interested now.

Mr. Sartell replied yes and stated that he has people looking for ways to better themselves but he just doesn't have a program for them to do anything.

Mayor Gahan asked if he is looking at something for next year.

Mr. Sartell replied that he is not looking for anything today and he is in the middle of budgets so next year will be fine.

OLD BUSINESS:

1. Wes Christmas re: Clark Dietz Update

Mr. Christmas stated that at the last meeting the board asked him to coordinate with Mr. Sartell and his staff to summarize information on the lining program for an upcoming

presentation to the council so he met with Mr. Sartell earlier in the week and he plans to summarize cost information that they discussed and will send it out to the board today or tomorrow. He said that the bidding schedule for the Grant Line Road Lift Station is that the first ad will run on Friday, June 17th and the second on Friday, June 24th then they will hold a pre-bid meeting at the wastewater treatment plant on Wednesday, June 29th and will open bids at the July 14th meeting.

Mayor Gahan stated that we do a vnr monthly update on the city website and he thinks they are scheduled to come visit and take some video.

Mr. Sartell stated that was this past Monday and we are fine.

Mayor Gahan stated that we are covering a lot of ground on that and he thinks people would be curious to see how that whole process works.

UTILITY REPORT:

CLAIMS:

Mrs. Moeller presented the following claims:

| | Amount | Department |
|----------------------------|-----------------|-------------------|
| CROWN SERVICES INC | 400.00 | SEW |
| OFFICE SUPPLY COMPANY, INC | 507.07 | SEW |
| L&D MAILMASTERS, INC. | 1,240.00 | SEW |
| L&D MAILMASTERS, INC. | 210.00 | SEW |
| FLOYD COUNTY RECORDER | 100.00 | SEW |
| JDP ENTERPRISES LLC | 10.00 | SEW |
| GARNER, MARY JO | 600.00 | SEW |
| KOETTER NAP 34, LLC | 544.50 | SEW |
| | | SEW |
| Total | 3,024.07 | |
| CINTAS #302 | 54.14 | WWTP |
| CINTAS #302 | 200.51 | WWTP |
| CINTAS #302 | 54.14 | WWTP |
| CINTAS #302 | 200.51 | WWTP |
| RED WINGS SHOE STORE | 100.00 | WWTP |
| QUILL | 22.00 | WWTP |
| QUILL | 40.00 | WWTP |
| QUILL | 21.15 | WWTP |
| QUILL | 10.41 | WWTP |
| | 4 | Sewer Board |
| | | June 9, 2016 |

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| SUPREME OIL CO., INC. | 75.00 | WWTP |
| S & R TRUCK TIRE CENTER, INC. | 400.00 | WWTP |
| RABEN TIRE CO. | 201.00 | WWTP |
| RABEN TIRE CO. | 205.00 | WWTP |
| MEADE EQUIPMENT LLC | 204.01 | WWTP |
| GRAINGER | 251.50 | WWTP |
| GRAINGER | 100.00 | WWTP |
| J.R. HOE & SONS INC. | 504.00 | WWTP |
| USA BLUE BOOK | 117.00 | WWTP |
| USA BLUE BOOK | 500.00 | WWTP |
| USA BLUE BOOK | 10.00 | WWTP |
| MEINERS MEDICAL, FIRE & SAFETY | 70.00 | WWTP |
| BIG G SUPPLY | 100.50 | WWTP |
| ACTION EQUIPMENT SALES CO. INC. | 250.57 | WWTP |
| ACE HARDWARE | 21.00 | WWTP |
| ACE HARDWARE | 2.00 | WWTP |
| ACE HARDWARE | 250.00 | WWTP |
| ACE HARDWARE | 27.70 | WWTP |
| ACE HARDWARE | 4.04 | WWTP |
| ACE HARDWARE | 20.07 | WWTP |
| ACE HARDWARE | 5.05 | WWTP |
| ACE HARDWARE | 45.00 | WWTP |
| ACE HARDWARE | 27.70 | WWTP |
| ACE HARDWARE | 11.07 | WWTP |
| ACE HARDWARE | 27.40 | WWTP |
| ACE HARDWARE | 5.00 | WWTP |
| ACE HARDWARE | 40.00 | WWTP |
| ACE HARDWARE | 27.00 | WWTP |
| ACE HARDWARE | 2.14 | WWTP |
| ACE HARDWARE | 20.04 | WWTP |
| SHERWIN-WILLIAMS | 210.10 | WWTP |
| HOME CITY ICE CO. | 104.00 | WWTP |

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|-----------------------------------|-----------|------|
| HOME CITY ICE CO. | 146.10 | WWTP |
| USA BLUE BOOK | 104.05 | WWTP |
| USA BLUE BOOK | 005.00 | WWTP |
| HACH COMPANY | 000.40 | WWTP |
| MEINERS MEDICAL, FIRE & SAFETY | 110.00 | WWTP |
| NAPA OF NEW ALBANY | 0.64 | WWTP |
| NAPA OF NEW ALBANY | 4.00 | WWTP |
| NAPA OF NEW ALBANY | 6.74 | WWTP |
| NAPA OF NEW ALBANY | 01.10 | WWTP |
| NAPA OF NEW ALBANY | 00.71 | WWTP |
| NAPA OF NEW ALBANY | 7.00 | WWTP |
| BIOCHEM, INC. | 0.000.00 | WWTP |
| SUNTRUST EQUIP FINANCE & LEASE | 00.400.10 | WWTP |
| HACH COMPANY | 005.00 | WWTP |
| PROWEST & ASSOCIATES, INC | 1.447.50 | WWTP |
| PROWEST & ASSOCIATES, INC | 110.05 | WWTP |
| KLEIN BROTHERS SAFE & LOCK | 107.00 | WWTP |
| BLACK DIAMOND | 05.00 | WWTP |
| BLACK DIAMOND | 45.00 | WWTP |
| MURPHY ELEVATOR COMPANY INC | 140.70 | WWTP |
| BANK OF NEW YORK MELLON | 750.00 | WWTP |
| SIMPLEXGRINNELL LP | 0.050.10 | WWTP |
| RODEFER MOSS & CO., PLLC | 0.700.00 | WWTP |
| METRO ANSWERING SERVICE | 45.00 | WWTP |
| SOUTH'S CLEANING SERVICE | 1.000.00 | WWTP |
| METTLER TOLEDO, LLC | 007.00 | WWTP |
| ENVIRONMENTAL LABORATORIES INC | 00.00 | WWTP |
| MEINERS MEDICAL, FIRE & SAFETY | 150.00 | WWTP |
| ELEMENT MATERIALS TECHNOLOGY | 100.40 | WWTP |
| CLARK-DIETZ | 1.070.00 | WWTP |
| CLARK-DIETZ | 11.710.00 | WWTP |
| CLARK-DIETZ | 10.500.00 | WWTP |

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| CLARK-FLOYD LANDFILL LLC. | 5,061.54 | WWTP |
| GOTTA GO INC. | 1,044.00 | WWTP |
| GOTTA GO INC. | 2,016.00 | WWTP |
| FED EX | 46.45 | WWTP |
| NORTON AND ASSOCIATES | 7,500.00 | WWTP |
| NORTON AND ASSOCIATES | 2,100.00 | WWTP |
| QUARTZ LAMPS INC | 2,040.00 | WWTP |
| QUARTZ LAMPS INC | 600.00 | WWTP |
| CSX TRANSPORTATION | 25.00 | WWTP |
| HMB PROFESSIONAL ENGINEERS | 1,400.04 | WWTP |
| CLARK-DIETZ | 25,085.00 | WWTP |
| JOHN JONES GM CITY / CORPORATION | 114,300.00 | WWTP |
| CLARK-DIETZ | 1,000.00 | WWTP |
| CLARK-DIETZ | 22,400.00 | WWTP |
| PRO4MANCE CONTRACTING SERVICES | 2,004.12 | WWTP |
| PRO4MANCE CONTRACTING SERVICES | 5,048.05 | WWTP |
| ERNST CONCRETE | 225.00 | WWTP |
| ALLTERRAIN PAVING & CONSTRUCTION | 21,115.42 | WWTP |
| WANTY PROPERTIES, LLC | 12,522.45 | WWTP |
| Total | 270,080.64 | |
| INDIANA AMERICAN WATER | 10.00 | Thursday 7:15 PM |
| INDIANA AMERICAN WATER | 10.00 | Thursday 7:15 PM |
| INDIANA AMERICAN WATER | 20.00 | Thursday 7:15 PM |
| INDIANA AMERICAN WATER | 10.00 | Thursday 7:15 PM |
| INDIANA AMERICAN WATER | 10.00 | Thursday 7:15 PM |
| INDIANA AMERICAN WATER | 40.00 | Thursday 7:15 PM |
| INDIANA AMERICAN WATER | 20.00 | Thursday 7:15 PM |
| INDIANA AMERICAN WATER | 40.00 | Thursday 7:15 PM |
| INDIANA AMERICAN WATER | 200.51 | Thursday 7:15 PM |
| NEW ALBANY MUNICIPAL UTILITIES | 4.17 | Thursday 7:15 PM |

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| NEW ALBANY MUNICIPAL UTILITIES | 4.17 | Thursday |
| NEW ALBANY MUNICIPAL UTILITIES | 4.17 | Thursday |
| NEW ALBANY MUNICIPAL UTILITIES | 4.17 | Thursday |
| GIBSON LAW OFFICE, LLC | 865.38 | Thursday |
| AT&T | 288.44 | Thursday |
| AT&T | 278.06 | Thursday |
| DUKE ENERGY | 22.22 | Thursday |
| DUKE ENERGY | 2,256.05 | Thursday |
| DUKE ENERGY | 58,418.88 | Thursday |
| DUKE ENERGY | 216.85 | Thursday |
| DUKE ENERGY | 568.78 | Thursday |
| DUKE ENERGY | 15.25 | Thursday |
| DUKE ENERGY | 1,275.25 | Thursday |
| DUKE ENERGY | 128.12 | Thursday |
| DUKE ENERGY | 28.88 | Thursday |
| DUKE ENERGY | 18.28 | Thursday |
| DUKE ENERGY | 12.54 | Thursday |
| CARD SERVICES | 247.04 | Thursday |
| CARD SERVICES | 157.00 | Thursday |
| CARD SERVICES | 111.11 | Thursday |
| INDIANA AMERICAN WATER | 26.72 | Thursday |
| INDIANA AMERICAN WATER | 25.45 | Thursday |
| GIBSON LAW OFFICE, LLC | 865.38 | Thursday |
| STORMWATER\DRAINAGE FUND | 51,128.21 | Thursday |
| CITY OF NEW ALBANY | 27,500.00 | Thursday |
| CITY OF NEW ALBANY | 6,250.00 | Thursday |
| SANITATION FUND | 175,222.06 | Thursday |
| BANK OF NEW YORK TRUST CO | 418,881.88 | Thursday |
| BANK OF NEW YORK TRUST CO | 21,852.58 | Thursday |
| VECTREN ENERGY DELIVERY | 256.22 | Thursday |
| AT&T | 647.88 | Thursday |
| AT&T | 116.87 | Thursday |

Thursday
11:11

Total **770,622.12**

Grand Total **1,155,648.64**

Mr. Wilkinson moved to approve, Mr. Grimes second, all voted in favor.

ADJOURN:

There being no further business before the board, the meeting adjourned at 9:35 a.m.

Mayor Gahan, President

Vicki Glotzbach, City Clerk