

THE SEWER BOARD OF THE CIVIL CITY OF NEW ALBANY, INDIANA, WILL HOLD A WORK SESSION GARY BRINKWORTH'S OFFICE ON TUESDAY, NOVEMBER 15, 2011 AT 3:00 P.M.

PRESENT: Roger Harbison, Gary Brinkworth, Ed Wilkinson,

ALSO PRESENT: Sam Lahanis, Joe Hamm, Gordon Martin, Chris Moore, Bill Gibson, and Mindy Milburn

CALL TO ORDER:

Mr. Harbison called the meeting to order at 3:00 p.m.

Mr. Moore explained that he put together a handout straight out of the MSD manuals and changed the wording to reflect the city's name instead of MSD. He stated that the second handout with the highlighted section lists the 1% change. He explained that he would love for GRW to review what they do and let them know if there are any changes that need to be made but it is a fairly simple process to copy what MSD has done and it will save the rate payers some money to do it in house.

Mr. Gibson agreed with Mr. Moore and stated that the MSD manual is pretty generic and could apply to what they need with a few tweaks in the technical details.

Mr. Moore asked Mr. Harbison if he liked the MSD manual.

Mr. Harbison stated that he thinks they are on the right path and that obviously MSD's manual has been tested and it works although he doesn't know how much trouble it would be to transfer the information.

There was a lengthy discussion regarding the use of the MSD Manual to create the new City/County Manuals

Mr. Moore stated that he likes the work that is being proposed but he thinks it is too steep and they can't afford it.

Mr. Brinkworth stated that he thought GRW would be using MSD as a base to start with as well and if they did it in house if there were small changes to be made they could do it more easily.

Mr. Gibson stated that they have certain things laid out like specs for ditches. He stated that they haven't hand things like this spelled out for them in the past and it would be really great if they did.

Mr. Hamm Stated that there is a Sire Tech system that sends out plans to everyone involved in the project so they would have input before it went back out for approval and they could makes changes and everyone would be looking at the same plans.

Mr. Gibson stated that based on the amount of work it would take to transfer the information from the MSD manual they still might have to hire outside help.

There was a lengthy discussion regarding the role of the City Engineer.

Mr. Harbison explained that the GRW proposal states that they will research documents pertinent to the work with special emphasis on MSD material so they will share the same base of information if they do it in house.

Mr. Hamm stated that they could always take what they create back to GRW to have them

review the final product.

There was a lengthy discussion regarding how much time it would take to do the work themselves.

Mr. Moore stated that if they find this successful they can tackle other projects to streamline the work being done.

Mr. Brinkworth stated that they need to decide if they want to do a design manual for sanitary sewer.

Mr. Harbison stated that he thinks they should go with the cheaper of the two which would be GRW.

Mr. Brinkworth stated that GRW had the best price across the board.

The board went over the proposals; said documents are on file with the City Clerk's office.

Mr. Brinkworth stated that the county has said that they have \$8,000.00 to bring to this project and they could pay the rest. He asked if they had talked to the Commissioners at all about this and offered to speak to them.

Mr. Moore stated that they had not brought it to them yet.

Mr. Lahanis stated that it is nice to talk about doing this in house but it is a lot of work and they could still be talking about getting this done next year.

Mr. Brinkworth stated that they might want to think about liability as well for the person(s) writing the manual.

Mr. Moore stated that is why he would like for GRW to review the document once it was done.

Mr. Harbison stated that if they are going to spend several thousand to have them review it they might as well pay them to do the whole thing.

Mr. Moore stated that he wouldn't feel comfortable doing the sanitary sewer side.

Mr. Lahanis stated that from his side he doesn't have anyone available to put the time in to do this in house and he doesn't know that he even has anyone other than himself that could work on it.

Mr. Brinkworth stated that it is up to the county if they want to be part of it but he would like to move forward with it.

Mr. Moore stated that they would need to take this to the County Commissioners but they don't meet again until December and even at that time they would take it under advisement but maybe they could educate them on what is going on before the next meeting.

Mr. Brinkworth stated that they could move forward and the county could jump in if they decide to.

Mr. Lahanis stated that if there is anything that they can do to help out with the presentation to the Commissioners to let them know.

Mr. Brinkworth explained to Mr. Wilkinson that this would basically be a guideline when designing sewers so that everyone is on the same page and that developers can look at it as rules and regulations. He stated that the ordinance will reference this manual so that it can be easily

updated every year.

Mr. Wilkinson agreed that every developer should be looking at the same standards and has to meet the same requirements. He stated that is in favor of merging the two proposals and hopefully including the county.

Mr. Moore asked if they would need an inter-local agreement.

Mr. Lahanis stated that they could run that by their attorneys.

Mr. Martin stated that he thinks this manual is very important to the City and he would feel more comfortable having a company like GRW doing it.

Mr. Moore asked if the county got involved and they had disagreements about the specifics how they would proceed from there.

Mr. Harbison stated that it shouldn't be an issue because they knew going in that there would be small differences between the city and the county.

Mr. Lahanis stated that is was his understanding that they would make two separate manuals with a small number of nuances that were different.

Mr. Wilkinson stated that they could have sub-paragraphs noted in one book that has both city and county specs.

Mr. Brinkworth stated that he thinks it would be very easy for them to make one manual and then change the few differences to reflect the county's specs and have a second manual.

Mr. Gibson stated that as a designer he would prefer it to all be in one manual so that way you only have to reference one book.

Mr. Moore stated that they want them to be as similar as possible.

There was a lengthy discussion regarding the some of the differences between the city and the county specs and how to reference them in the ordinance and the manual.

Mr. Moore stated that they would talk to the Commissioners as soon as they could and get back with them.

Mr. Harbison stated that it looks like the City is ready to move forward and they hope that the county will be able to jump on board.

ADJOURN:

There being no further business before the board, the meeting adjourned at 5:17 p.m.

Roger Harbison, President

Mindy Milburn, Deputy City Clerk