

THE SEWER BOARD MEETING OF THE CIVIL CITY OF NEW ALBANY, INDIANA, WAS HELD IN ROOM 100 AT NEW ALBANY CITY HALL ON THURSDAY, NOVEMBER 10, 2022 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, Wes Christmas, Councilman Dickey 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. Grimes moved to approve the **October 27, 2022 Regular Meeting Minutes**, **Mr. Wilkinson** second, all voted in favor.

BIDS/CONTRACTS:

NEW BUSINESS:

1. Scott Adams re: Final plat approval for The Highlands, Section 1

Mr. Adams, President of Land Acquisition and Development for Clayton Properties Group, presented a final plat for the board to review and sign. He explained that this is for section 1 of the Highlands Subdivision located in Floyds Knobs on Old Vincennes Road. He explained that the plat for the entire development of 137 lots was approved in July of last summer and since that time they have been working with their engineers, the county and Mr. Sartell to ensure sewer service as well as extension of the lines and easements. He stated that there was some question about an easement for the existing sewer main on the site, and they found through their survey that it is not inside that easement which resulted in them reserving another easement over top of the main to protect it. He added that the former easement is not needed but that hasn't been changed on the plat and they would like to have a conversation at some point about potentially releasing that former easement.

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

2. Linda & Leonard Bennett, Bennett Auto re: Request for sewer credits and tap in at 1706 State Road 111

Joey Bennett stated that he is here to request a sewer permit.

Mr. Sartell explained to Mr. Bennett that he needs to contact Mr. Scott Wilkinson at the waste water treatment plant and he will be able to issue a sewer tap and added that credits are not needed. He added that Mr. Wilkinson will likely require a project description to base the flow on but he shouldn't need anything else.

Mr. Wilkinson stated that they will want to camera the piping that is there.

Mr. Bennett stated that they have already done this.

3. Linda Moeller re: 2023 Budget

Mrs. Moeller presented a Resolution Setting Salaries for Non-Bargaining Unit Employees and to Fix the Wastewater and Sewer Funds for 2023. She explained that the front page is pretty much the same with 26 pays and the \$25/hour is the fixed rate for the clerk. She added that the wastewater board, sick leave, personal leave and vacation time has remained the same. She

stated that the third page is the actual wastewater budget and she noted that on the salary ordinance for this year that the salary for the Sewer Board members was up to \$1000.00 bi-weekly. She added that those funds were never put in the budget and that is why they will see an increase. She asked Mr. Sartell to take the board through the other line items and added that if there are any corrections/changes needed to just let her know.

Mayor Gahan asked if this is the work session that they were going to have after the Storm Water meeting.

Mrs. Moeller replied yes and stated that they are canceling that work session. She added that she doesn't think Mr. Sartell has made many changes that they need to cover.

Mr. Sartell stated that he did moved some funds around but he doesn't see anything that is a significant difference.

Mrs. Moeller stated that there was a reduction in the budget for Up Hill Run as well as an additional \$500,000.00 for brick sewer replacement.

Mr. Wilkinson stated that earlier Mrs. Moeller gave them a draft with three years and today there is only two years with the payroll being significantly higher than it was a month ago. He asked if something changed.

Mrs. Moeller stated that the Sewer Board is paid up to \$1000.00 bi-weekly and that money was never budgeted. She explained that she added the entire salary up to the maximum into the budget. She added that they have been okay budget-wise but she wanted to correct that in the budget. She added that Mr. Sartell also had a small increase in new vehicles.

Mr. Sartell he stated that this is to cover the cost for the sewer clean and vac truck for next year.

Mrs. Moeller moved on to the salary breakdown. She stated that what they have in front of them are the current salaries with no increases and added that the city council approved a 6% increase for the non-bargaining unit employees.

Mr. Wilkinson recommended that they do the 6% increase as well.

Mrs. Moeller stated that they can add "up to" in the verbiage.

Mr. Wilkinson stated that the language sounds fine to him. He asked about insurance rate and if she is expecting it to go up again.

Mrs. Moeller stated that it usually does so that is what they are anticipating. She added that they have their renewal meeting next week and she will know more after that meeting. She stated that the employees and retirees are doing really well and she's noticed that most if the staff have been getting their vaccine shots and other wellness items that the city are providing.

Mrs. Dickey stated that her budget is pretty much the same as previous years. She added that they are waiting to see what next year brings before making any real adjustments with the addition of the invoice cloud software.

Mrs. Moeller stated that the invoice cloud is going really well but it will be hard to judge any real changes for 2023

Mrs. Dickey stated that as individuals sign up it does eliminate paper billing so she expects to see the printing numbers to continue to go down

Mr. Wilkinson asked Mrs. Dickey if she has replaced Mrs. Onie Bagshaw with a temp worker.

Mrs. Dickey stated that they have temporarily to get through the phone calls that will initially come in.

Mr. Grimes thanked Mrs. Moeller for all of her hard work on the budgets.

Mayor Gahan stated that they had an audit from State Board of Accounts and over the last couple of years they have pushed millions of dollars into services through the American Rescue Plan and all the work that has gone into this has made a difference. He thanked this board, Mr. Sartell and the sewer billing staff for all of their hard work as well.

4. Linda Moeller re: Resolution to amend 2021 Salary

Mrs. Moeller explained that the 2021 salary ordinance stated that the employees were to be paid bi-monthly thinking that this would be the best way to set it up. She stated that the feedback that came from the employees was that they didn't care for this kind of change because it upset their household budgeting so they changed it back to 27 pays bi-weekly. She added that the amendment to the ordinance changes the word from "bi-monthly" to "bi-weekly" and adjusts the figure from 24 pays to 27.

Mayor Gahan stated that the City Council unanimously adopted a similar resolution at their last meeting and have asked this board to do the same.

Mr. Wilkinson moved to approve the resolution pending the name correction on the signature line, Mr. Grimes second, all voted in favor.

COMMUNICATIONS - PUBLIC:

COMMUNICATIONS - CITY OFFICIALS:

SEWER ADJUSTMENTS:

FINANCIAL REPORT:

Mr. Wilkinson stated that when comparing this month with previous patterns they will see that the bounce-back on bank deposits was significantly more at just over \$300,000.00, and it will show on next month's report. He added that this is also the one time of year where they have paid insurance ahead until the end of the year as well as the land payment on the recycling property so all of this has created a negative balance for the month.

TABLED ITEMS:

OLD BUSINESS:

UTILITY REPORT:

1. Rob Sartell re: Wastewater Utility Monthly Report Summary for August 2022

Influent / Effluent Quality

The treatment plant and collection system was in full compliance for the month of August.

Pretreatment

There were 22 grease trap inspections submitted.

Facility Operations

77 dry tons of bio solids were removed from the WWTP

The WWTP was at 29% of its Total Suspended Solids design limit and at 27% of its CBOD design limit.

There were 2.88 inches of rain for the month.

Preventative and Unscheduled Maintenance

256 preventative work orders were completed and 25 corrective work orders were completed for the WWTP and Lift Stations.

Highlights

Maintenance cleaned floats and control rods at Charlestown Rd. and Old Ford Rd Lift Stations.

Cleaned wet wells at Charlestown Rd, LaFollette, Crystal Creek and McLean Lift Stations.
 Replaced suction line to the Phosphorus chemical feed pump.
 Replaced control float and fuse at Cobbler's Crossing L.S.
 We had 1 Power Share event with Duke Energy in the Month of August.
 Replaced 23 lamps and 7 power cords on the UV System.

Sanitary Collection System

<i>Project</i>		<i>Current Month</i>		<i>Year-to-Date</i>	
<i>Sanitary Sewer Flushed/ft</i>		<i>19,313</i>		<i>127,949</i>	
<i>Sanitary Sewer Televised/ft.</i>		<i>17,780</i>		<i>112,040</i>	
<i>CIPP Installed/ft</i>		<i>0</i>		<i>0</i>	
<i>Tap Inspections</i>		<i>11</i>		<i>93</i>	
<i>Locates</i>		<i>1,006</i>		<i>6,242</i>	
<i>Pipe Patches</i>		<i>4</i>		<i>16</i>	
<i>Service Requests</i>	<i>Odor Complaint</i>	<i>Main Block</i>	<i>Resident Problem</i>	<i>Dye Test</i>	<i>Emergency Locates</i>
<i>21</i>	<i>6</i>	<i>2</i>	<i>11</i>	<i>0</i>	<i>1</i>

Preventative and Unscheduled Maintenance

13 preventative work orders were completed and 7 corrective work orders were issued for the Collection System.

Construction Highlights

# Manhole Repairs	#Manhole Installations	#Pipe Patches
38	0	4
#Main Line Repairs	#Lateral Repairs	Easement Maintenance
0	2	10

Annual/Semi Annual, Monthly Routine and Preventative Sewer Cleaning

The Line in the alley serving the Exchange, Parlour Pizza and the Hitching Post. FOG management.

Manhole #6-30 Monitoring grease discharge from Agave and Rye. It has come to our attention that the new grease trap may not have been installed as we have yet to receive a Verification Form.

Scheduled Preventative Cleaning Maintenance

Basin #21 – Venetian Way Basin #22 - Edgemont Basin #23 – North Audubon
 Basin #14 – Cherokee Dr.

Chemical Root Treatment

Basin #16 – Indiana Ave. Basin #2 – Glenwood Ct. Basin #13 – DePauw Ave.
 Basin #13 – Florence Ave. Basin #18 – Mill Ln. Basin #13 – Cedar Bough
 Basin #14 – Schell Ln. Basin #7 – Ekin Ave. Basin #9 Oakland Dr.
 Basin #28 – Slate Run Rd. Basin #23 – N. Audubon Dr. Basin #29 – Woodside
 Basin #22 – Wellington Dr. Basin #20 – Greenbriar Dr. Basin #11 – Walnut St.
 Basin #14 – Alan Dr. Basin #4 – Trimmingham Basin #9 – Valley View Ct.

Basin #2 – Abersold Dr. Basin #2 – Elm St. Basin #22 – Janie Ln.
 Basin #7 – Main St. Basin #21 – Venetian Way

Monthly Routine Cleaning and CCTV

Basin #6 – 172ft. Basin #7 – 172ft. Basin #8 – 361ft. Basin #9 – 9,585ft.
 Basin #12 – 349ft. Basin #13 – 189ft. Basin #14 – 563ft. Basin #17 – 235ft.
 Basin #19 – 175ft. Basin #21 – 379ft. Basin #22 – 240ft. Basin #28 – 2,502
 Basin #29 – 713ft. Basin #40 – 1,362ft.

Facility Safety

The monthly safety inspection rating was 96.12%. Safety training covered Bloodborne Pathogens.

Projects

Up Hill Run Lift Station

Finished installing guide rails and brackets in wet well. Installed piping and valves to wet well. Poured concrete under valves in valve vault. Milled Payne Koehler Rd. from 11+50 to 30+75 and patched road using 382.12 tons asphalt on 9/16.

Basin #13 Lift Station

This project is complete. The punch list items have been addressed.

WWTP Flow Meter Evaluation.

The Influent and Effluent flow totals have not been within the 10% margin of error for the past few years and we have employed Gripp Inc. to trouble shoot. To date Gripp has found the Effluent flow meter at Structure #610 to be faulty and has replaced it. We have had the Influent flow meters calibrated and have run a comparison test with portable meters. The non portable water pumps have been metered to determine what amount of flow is being double metered, which turned out to be a minimal amount of flow.

Continuing Work– Comparison metering is on-going at the Intermediate Pump Station and the Raw Wastewater Influent Pump Station.

CLAIMS:

Mrs. Moeller presented the following claims for the period of 10/27/22 to 11/09/22 in the amount of \$1,052,858.55:

Sewer Claims	Amount	Dept
L&D MAILMASTERS, INC.	391.44	SEW
L&D MAILMASTERS, INC.	3,218.95	SEW
CROWN SERVICES INC	675.00	SEW
HUGHES,CARMEN - ATLAS CLEANING	560.00	SEW
RAVEN SCP, LLC.	541.66	SEW
RAVEN SCP, LLC.	2,979.16	SEW
ARMSTRONG, JANET	70.00	SEW
	Total	
	8,436.21	
ACE HARDWARE	22.54	WWTP
ACE HARDWARE	11.16	WWTP
ACE HARDWARE	50.32	WWTP
ACE HARDWARE	38.98	WWTP
ACE HARDWARE	6.79	WWTP
ACE HARDWARE	62.64	WWTP
ACE HARDWARE	11.18	WWTP
ACE HARDWARE	39.99	WWTP
ACE HARDWARE	22.99	WWTP
ACE HARDWARE	21.33	WWTP

ACE HARDWARE	7.58	WWTP
ACE HARDWARE	46.17	WWTP
ACE HARDWARE	30.23	WWTP
ACE HARDWARE	74.47	WWTP
ACE HARDWARE	6.89	WWTP
ACE HARDWARE	28.54	WWTP
ACE HARDWARE	63.92	WWTP
ACE HARDWARE	64.97	WWTP
ACE HARDWARE	30.58	WWTP
ACE HARDWARE	43.99	WWTP
ACE HARDWARE	35.97	WWTP
PLUMBERS SUPPLY	82.20	WWTP
AMERICAN TRAILER, LLC.	10.00	WWTP
BLACK DIAMOND	65.00	WWTP
BLACK DIAMOND	45.00	WWTP
BLACK DIAMOND	70.00	WWTP
MICROBAC LABORATORIES INC	121.00	WWTP
QUILL	269.36	WWTP
QUILL	83.74	WWTP
QUILL	429.42	WWTP
QUILL	38.99	WWTP
CINTAS #302	127.26	WWTP
CINTAS #302	127.26	WWTP
OFFICE SUPPLY COMPANY, INC	431.15	WWTP
USA BLUE BOOK	347.95	WWTP
SPENCER MACHINE & TOOL CO.,INC	993.14	WWTP
GRIPP, INC.	14,654.00	WWTP
HOME DEPOT	59.97	WWTP
HOME DEPOT	44.93	WWTP
NORTHERN SAFETY CO., INC	(15.30)	WWTP
NORTHERN SAFETY CO., INC	376.40	WWTP
RIVER CITY WORK WEAR	299.95	WWTP
RIVER CITY WORK WEAR	149.97	WWTP
RIVER CITY WORK WEAR	115.99	WWTP
ULINE	436.37	WWTP
GOTTA GO INC.	2,163.00	WWTP
GOTTA GO INC.	1,236.00	WWTP
NORTON OCC.MEDICINE ASSOCIATES	178.00	WWTP
VALVOLINE, LLC	124.91	WWTP
DAN'S LAWN & LANDSCAPE MAINT.	3,465.00	WWTP

Total 27,251.89

INDIANA AMERICAN WATER	49.03	TU
INDIANA AMERICAN WATER	51.60	TU
INDIANA AMERICAN WATER	302.92	TU
INDIANA AMERICAN WATER	144.63	TU
INDIANA AMERICAN WATER	53.73	TU
INDIANA AMERICAN WATER	23.60	TU
INDIANA AMERICAN WATER	49.03	TU
INDIANA AMERICAN WATER	23.60	TU
INDIANA AMERICAN WATER	49.55	TU
INDIANA AMERICAN WATER	23.60	TU
INDIANA AMERICAN WATER	23.60	TU
INDIANA AMERICAN WATER	49.03	TU
NEWS AND TRIBUNE	138.24	TU
NEW ALBANY MUNICIPAL UTILITIES	4.17	TU
NEW ALBANY MUNICIPAL UTILITIES	4.17	TU
NEW ALBANY MUNICIPAL UTILITIES	4.17	TU

NEW ALBANY MUNICIPAL UTILITIES	4.17	TU
NEW ALBANY MUNICIPAL UTILITIES	4.17	TU
POSTMASTER	600.00	TU
DUKE ENERGY	108.35	TU
DUKE ENERGY	1,340.38	TU
DUKE ENERGY	69,666.32	TU
DUKE ENERGY	3,286.41	TU
CROWE LLP	1,700.00	TU
L&D MAILMASTERS, INC.	1,338.39	TU
L&D MAILMASTERS, INC.	219.80	TU
KIGHTLINGER & GRAY, LLP	120.00	TU
CARD SERVICES	310.62	TU
CARD SERVICES	171.44	TU
CARD SERVICES	210.00	TU
CARD SERVICES	49.58	TU
SPECTRUM BUSINESS	114.98	TU
SCHAD LAW	33.78	TU
GIBSON LAW OFFICE, LLC	847.34	TU
INDIANA AMERICAN WATER	49.03	TU
GIBSON LAW OFFICE, LLC	908.82	TU
STORMWATER/DRAINAGE FUND	294,230.51	TU
SANITATION FUND	142,270.51	TU
BANK OF NEW YORK TRUST CO.	451,851.00	TU
FLOYDS KNOBS WATER	25.60	TU
FLOYDS KNOBS WATER	25.60	TU
FLOYDS KNOBS WATER	27.39	TU
FLOYDS KNOBS WATER	27.39	TU
SPECIALTY EARTH SCIENCES, LLC	15,636.22	TU
SPECIALTY EARTH SCIENCES, LLC	29,180.00	TU
AT&T	212.43	TU
AT&T	301.26	TU
DUKE ENERGY	58.67	TU
DUKE ENERGY	187.04	TU
DUKE ENERGY	935.72	TU
DUKE ENERGY	54.33	TU
DUKE ENERGY	60.14	TU
RIVERLINK	8.39	TU

Total 1,017,170.45

Grand Total 1,052,858.55

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

ADJOURN:

There being no further business before the board, the meeting adjourned at 9:44 a.m.

Mayor Gahan, President

Vicki Glotzbach, City Clerk