

**NORTH VERNON  
UTILITY SERVICE BOARD MEETING  
February 18, 2020  
6:00 p.m.**

***Board Members Terms: Barbara Patterson(R) (M), Warren Alexander (R) (M), Patrick Kirchner (D) (C), Terry Thompson (R) (M), Matt Hurley (D) (C)***

The North Vernon Utilities Service Board met on February 18, 2020 at the Carnegie/Government Center. Members present: Terry Thompson, Barbara Patterson, Warren Alexander, Patrick Kirchner, and Matt Hurley

Also attending the meeting: Russell Vaught Wastewater Superintendent, Will Spencer Water Superintendent, Richard Morin City Engineer, Chris Doran Attorney, Nikki Hatfield Administrative Assistant and Cara Giles Office Manager.

The agenda given to each Utility Service Board Member is as follows:

- I. **Roll Call:** All members are present.
- II. **Approval of minutes previous meeting:** Patrick Kirchner makes motion to approve minutes from previous meeting. Barb Patterson seconds. 5-0
- III. **Public Comment:** Cara Giles reports that the Wayside Inn was the public comment. They are not here. They are wanting their biannual sprinkler fee waived. They feel they should not have to pay because they are non-profit and their sprinkler is not hooked up. We waived the tap fee in order to help them financially. Russell Vaught reports that the Council has given \$2500.00 last year (2019) and they are now in the budget for this year (2020). Russell Vaught reports that we have been through this situation with other customers, we did not waive the fee for them. Terry Thompson reports that the board likes to help as much as possible, he asks about a grace period. Matt Hurley makes a motion to table the decision till the next meeting when Warren Alexander can talk to the Wayside Inn board members. Warren Alexander seconds. 5-0
- IV. **Storm Water Report:** Russell Vaught reports that Mike Gangstead put together a progress report for the Storm Water planning grant. Russell Vaught needs to put together a 5-6-person committee for the project. This is part of the grant progress in order to get public input. Russell Vaught reports that the storm king was full last week but did not discharge. The clarifier is now put back together and running well. Waste Water personal was able to fix the clarifier themselves.
- V. **Wastewater Department Reports & Info**
  - **Collection System:** Russell Vaught reports that there were a few main lines that had to be open with the Vactor.

- **Treatment Plant:** Russell Vaught reports that we have started with the new NPDS permit. Russell Vaught reports that qualification letters have gone out for the phosphorus project. The letters are due back by Friday.

#### VI. **Water Department & Treatment Plant:**

- **Distribution System:** Will Spencer reports that the Water Department would like to purchase a used backhoe with a boom lift. Will reports that finding this equipment to rent is becoming harder. Will presents quotes for the piece of equipment. Brian Clark reports that the backhoe from Benghims was very nice and has been well taken care of. Will reports that the Water Department is needing this machine in order to clear out the intakes on the pumps at the river and at the quarry. Patrick Kirchner makes motion to allow up to \$40,000.00 (forty thousand dollars) for a backhoe. Warren Alexander seconds 5-0.
- **Treatment Plant:** Will Spencer reports that he has been in contact with a company about industrial controller. The controllers are \$2,000.00 (two thousand dollars) a piece. A \$200.00 (two hundred dollar) annual fee. They will allow us to have access for tower levels, this would show trends for the towers dropping and their chemical levels. Russell Vaught reports that the Waste Water Department has similar controllers; he reports that they have saved many labor hours by just being able to check on a laptop to make sure that everything is running correctly. They will show the trends of how the stations are running. Will reports that once the controllers are set up, he can control the design of what is being reported. Will reports that he is currently using Team Viewer to log in, however there is not the option to operate the controls with this program. With this, Will could set up alarms that would alert if water was dropping in the towers. Overall this product would give a lot of control in order to make sure that the plant is running well even after hours. Will reports that this company has a testing phase, for 30 days they will let us try out the product free of charge. Will reports that he would need no more than 6 controllers. Matt Hurley makes motion to approve a 30-day trial, but asks Will to request a 60-day trial if possible. Patrick Kirchner seconds. 5-0
- Will Spencer reports about a water loss training program he will be enrolling in. Will reports that our first report is due in August of 2020. This course will train the water employees on how to track the water loss and how to report the loss. The certification will last for 4 years. There is a 1-day training course and a 2-day testing. The training is in French Lick in March and testing is in April. Will reports that this is important because we need to stay within regulations for the state and it could help increase revenue.

#### VII. **Utility Administration Report:**

- **Claims and Transfers:** Patrick Kirchner makes motion to approve claims. Terry Thompson seconds. 5-0
- **Office Report:** Cara Giles reports that tonight we were running penalties, she reports that with ever 50 envelopes ran through 20 of the envelopes were jamming. Cara is still waiting on the service and warranty agreement. from Neopost. Terry suggests



that if we do not have information from Neopost by the next meeting then our lawyer will need to send a letter out.

**VI: Chris Doran:**

- Chris Doran reports that Customer 1661 10 has a payment plan to pay off his past due balance. He has not been meeting his payment arrangement. We have a court date set; however, he is wanting to pay double the agreement plus the current bill. With this new agreement if he does not make the payments then we are able to take it to court for a possible wage garnishment. Warren Alexander makes a motion to proceed with the agreement order. Patrick Kirchner seconds. 5-0

**VII: Unfinished Business:**

- **Quarry Update:** Will Spencer reports that we have gone from 630 milligrams per liter to 400 milligrams per liter. Pat Kirchner suggests that he would like for us to be able to start pumping the quarry water to the public. Warren Alexander suggest that we need to start taking samples from different levels of the quarry.
- **Annexation:** Russell Vaught reports that letters went out the first of the month. He reports that many customers have come in to pay their fees. There are many customers that do not feel that they should have to hookup to the sewer. Russell Vaught reports that a customer is claiming that their garage on 350 has been messed up due to dynamite messed up the garage door. The claim has been turned over to the dynamite company, who is dealing with the issue now. Russell reports that there are only two contractors doing the work for the annexation project, we may have to give extensions due to the contractors not being able to get the work done in time.

**VIII. City Council update:**

- Russell reports that the city council asked about customers that are hooking on to the sewer. The council had questions about the city golf course hooking onto city sewer.

**IX. New Business:**

- Russell Vaught reports that the property at 75 w near Bob Branham, the tiff has deed 10 acres to layman fabrication. TIFF will be purchasing his building. Russell Vaught reports that he told them they will be responsible for them to hook onto sewer. Russell asks that since the project was part of the annexation, if we would be willing to help with the cost of the lift station. Russell has already offered to help maintain the lift station. Russell reports that the sewer will most likely not gravity. Russell reports that Bob's property is in the County TIFF. Terry asks that Russell keeps an eye on the project and keeps the board up to date.

Warren Alexander makes motion to adjourn. Barb Patterson seconds. 5-0

X 

Terry Thompson  
Utility Service Board Chairman

X 3-2-20

Date

x 

Nikki Hatfield  
Utility Board Secretary

x March 2, 2020

Date