

**NORTH VERNON
UTILITY SERVICE BOARD MEETING
March 16, 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 March 16, 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, 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 a motion to approve the previous meetings minutes. Terry Thompson seconds. 5-0
- III. **Public Comment:** N/A
- IV. **Storm Water Report:** Russell reports that a storm drain is collapsing near railroad tracks near 6th street and O & M Ave. Russell asks if we would want to put this project in the planning grant and work as money is available. Railroad company is not working with city. Warren agrees with Russell, he suggests that we notate in the grant that as funds become available, we complete work.
- V. **Wastewater Department Reports & Info**
 - **Collection System:** Russell reports there was a lateral at the old Clark Station. Was ran under 3 or 4 properties. The Waste Water Dept has abandoned that line and reran a new lateral.
 - **Treatment Plant:** Russell reports that the vacor tuck was used to apply pressure and water through the 50-foot digester tank. Russell reports that this saved the day. If they wouldn't have worked, they would've had to pump the tank all the way out.
- VI. **Water Department & Treatment Plant:**
 - **Distribution System:** Russell reports that distribution has replaced 2 meters. They have Metaldyne scheduled for later this month
 - **Treatment Plant:** Russell reports that the water plant is running well.
- VII. **Utility Administration Report:**
 - **Claims and Transfers:** Patrick Kirchner makes a motion to approve the claims. Matt Hurley seconds. 5-0
 - Special motion for change order to provide a force main & two connections for Layman Fabrication and any future to hook onto. The money is available

through SRF. Richard Reports that you cannot gravity in this area, the force main is the best way to hook onto the sewer. Warren Alexander makes a motion to approve the change order. Terry Thompson Seconds. 5-0

- **Office Report:** There was a customer on 43 W Main Street that did not come into the office to set up an account. The customer turned the water on themselves. The property owner has paid the sewer portion of the bill for the amount of water that was used. Warren Alexander makes a motion to send a letter to the homeowner for the water & trash pick-up amount for the time that there was service. Barb Patterson seconds. 5-0.

VI: Chris Doran:

- Chris Doran reports about a letter sent from Ellie Bright regarding a customer hooking onto the city sewer. This customer does not believe that they are within the distance to hook up. Chris will be sending a letter to Ellie to show that the property is within the area and is needing to hook onto the sewer.
- Chris Doran reports of the 8 past due accounts that he has drafted letters giving these customers 30 days to pay or there will be either a lien or small claims case filed.
- Chris Doran reports that if we are going to help customers than we will need to have him draft a contract and have it recorded. This will help us to lien the property if they were not making payments.

VII: Unfinished Business:

- **Quarry Update:** Richard Morin reports that he talked to Will, the hardness at the quarry is down to a 260-hardness level. Mike Meyer will be meeting with Will and his staff on Thursday to help conduct jar tests. Will should be able to start pumping to the Water Plant by next week if he would like. Richard Morin projects that the Quarry should be running a 230-hardness level. Richard Morin reports that in the future his estimation for the quarry is that it will probably fluctuate between a 260-270-hardness level.

VIII. Annexation:

- Richard Morin reports that once the weather is better than they will start working on clean up.

IX. City Council update: N/A

X. New Business:

- Russell reports that the Department Heads had a meeting with the Mayor today. The Utility Office, Water Dept, and The Wastewater Department among other city offices are closed to the public until further notice. We will be taking payments over the phone, online, and from the droboxes near the office. Terry suggests that the office make a draft for the utility newsletter and for a press release on Facebook. Patrick Kirchner would like for Chris Doran to review the draft.

- Russell reports that the mayor would like to suspend turn offs this month. The board agrees that we are not running penalties, nonpayment fees, or having turn off day this month (March). Warren Alexander makes a motion to not charge penalty fees, suspend turn off day and non-payment fees until further notice. Matt Hurley seconds. 5-0.

Patrick Kirchner makes a motion to adjourn. Barb Patterson seconds. 5-0