

**NORTH VERNON
UTILITY SERVICE BOARD MEETING
APRIL 15, 2019
6:00 p.m.**

***Board Members Terms: Susan Taylor 12/31/2020 (R) (M), Warren Alexander (R) (M) 12/31/2020,
Patrick Kirchner 12/31/2020 (D) (C),
Terry Thompson (R) (M) 12/31/2020, Harold Campbell (D) (C) 12/31/2018***

The North Vernon Utilities Service Board met on April 15, 2019 at the Carnegie/Government Center.
Members present: Susan Taylor, Patrick Kirchner, Warren Alexander, and Harold Campbell.

~~Members absent: Terry Thompson~~ *Terry Thompson*

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

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

- I. **Approval of minutes previous meeting:** Susan Taylor made motion to approve the minutes from the last meeting. Patrick Kirchner seconds. 5-0
- II. **Public Comment:** A North Vernon Utility customer that lives at 1228 West O and M Ave attended the meeting. He is concerned about storm water issue in and around his property. The customer says that there is not any storm water drainage in the back of his yard. He is asking for guidance on where he could put a ditch to allow water to drain from his yard, the standing water is creating a mosquito issue. Patrick Kirchner makes motion to table the issue until Russell can go out to the property to potentially find a fix to the issue. Warren Alexander seconds the motion. 5-0

Per Terry Thompson Shawn Gerkin is in attendance to discuss financials with the Utility Service Board. Shawn begins by talking about the solar project, due to concerns from the Utility Board. Shawn explains the idea that although many people thought that bills would be going to zero balances all year that is not the case. The City Council and others that were involved with the start of the solar project were aware that there would be months that electric bills were not completely covered by solar. Shawn states that the idea is to build up credits in the summer months and then use them towards the electric bills in the winter, when electric bills tend to be higher. Shawn explained that solar didn't go live until July of 2018 therefore we did not/ could not build enough credits to offset the costs in January, February, and March. City Council President, Brian Hatfield, states that if the water plant electric bill is not at a zero balance or having enough credits generated for the electric bill

then we need to add solar panels to resolve that issue. The board, Shawn Gerkin, Brian Hatfield discussed the solar progression of the other departments as well.

- III. **Storm Water Report:** Russell Vaught reports that the storm king has been empty the last couple weeks. He reports that we did not get funding for storm water grant. We have been instructed to strengthen our application. We will be getting more information to clearly present each account. He states that the application will be resubmitted in June.
- IV. **Wastewater Department Reports & Info:** Russell Vaught reports that he has contacted Roger Morgan to get quotes for him to spray weeds at the waste water plant. Russell Says that for wastewater employees to maintain this area, it would take 2 people roughly 2 days monthly. Roger would be spraying weeds under and around the solar panels. Russell says that only certain chemicals may be used and Roger is aware and agrees. Roger has quoted to spray a 4-5-acre area for \$ 1500.00. Warren Alexander made motion to allow Roger Morgan spray the weeds under and around the solar panels. Susan Taylor seconds the motion. (5-0)
- **Collection System:** Russell Vaught reports that the collection issue on Pleasant View has been addressed and fixed. There was a root in the sewer lateral that has been removed. The culvert has been repaired. He does not foresee any more issues.
 - **Treatment Plant:** Russell Vaught reports that the digester has been completely cleaned out and is back in service. There was 250,000 gallons removed. We have not received the bill for that service. Once we do receive it, we will work for approval for additional appropriation.
- V. **Water Department & Treatment Plant:**
- **Distribution System:** Will Spencer reports that all of the city fire hydrants are operational. Will read with the handheld on Thursday and Friday. It read 90% of the meters, as usual. The new employee started last week, Will reports that he seems to be a hard-working employee. Will reports that the distribution team is working on yard work for customers that was not able to be completed during the winter months.
 - **Treatment Plant:** Will Spencer reports that O'Mara Contractors has completed the cement and riprap work at the dam. He is hoping that this prevent any erosion at the lift station there. Will presents the draft of cost for customers that would want to fill their pools with city hydrants. The board discussed with Chris Doran the wording on the contract for customers wanting to fill their pools with a city hydrant. Terry Thompson asks that the contract states that the customer has to be a North Vernon Municipal Utility Water Customer. Customers cannot use city hydrants if they are not water customers. The proposed price is \$400.00. Patrick Kirchner states that he thinks that the fee should be \$750.00 to use the City's hydrant. He states that if we

are taking an employee from a city job to fill a pool then the fee needs to reflect that. Patrick Kirchner makes a motion to raise the fee of using a city hydrant to fill a pool to \$750.00. Warren Alexander seconds the motion. 5-0

VI: Utility Administration Report:

- **Claims and Transfers:** Susan Taylor makes motion to approve claims. Harold Campbell seconds the motion. 5-0
- **Office Report:** Cara Giles reports to the board that while doing finals, Tonia was trying to refund a customer, who is moving, their deposit. In the receipt book and receipt ledger the receipt was voided. However, this deposit was not ever taken out of the old office system. It is believed that this deposit was taken by a former office manager. There is a policy for voiding out receipts, this process was followed 3 months prior to this customer's deposit being voided. The customer is wanting her deposit back per the fact that she paid it when she first opened her account. Cara suggests that we take \$100.00 from the water operating account and imputing it in the Meter Deposit account so that the customer can be rightfully refunded. The board agrees that due to past incidents the transfer needs to be made. Cara states that the office will be going through all past deposits to match the books and ledger to prevent anymore issues like this. Susan Taylor makes motion to move the money to the correct account. Patrick Kirchner seconds the motion. 5-0 Cara

VII: Unfinished Business:

- **City Council update:** Brian Hatfield reports that they Nelson Park and Hutton Road area needs to be addressed. He says that we need to continue to take care of our rivers and streams. The City Council would like to see that we take over all water that is in the city limits. Therefore, Brian would like for us to get into contact with Hayden Water to establish this. Brian asks that we talk with Hayden Water's attorney, Ellie Bright about the possibility of this. Brian asks Russell if we are having any resistance from customers regarding hooking up to city sewer. Russell states that with any project there could be resistance, however we have not had any thus far. Russell states that we are willing to work with customers to get them hooked up. If they are completely resistant, then we could continue in the courts.
- **Quarry Update:** Richard Moran reports that there was a pre-bid meeting today. It started at City Hall and then they visited the Quarry. We are still waiting to hear back from 4 potential bidders. Quotes and bid meeting will be roughly 2 weeks from today.

- **Annexation/ Easement Updates:** Richard reports to the board that all permits have been received. The grubber will be starting this week to start grinding out stumps. County Road 240 is ready to go. We will be sending out letters to allow customers to hook up to sewer now if they would like. Warren Alexander asks about the process of hooking the Brownstown road area to city sewer. Russell states that there is not money in the budget at this time for that area.
- **Mr. Beck:** Russell states that Marie Shephard has informed him that there has been a 30-day extension. In court Gary Beck has said that he did not receive the letter from Chris Doran. Marie gave Mr. Beck a copy of the letter at court today. Russell asks that Chris sends an extra copy to Mr. Beck via certified mail.

VIII: New Business:

- Chris Doran states he received a letter in the mail regarding a property at 511 Jennings Street. He states that we have a judgement lien against the property for \$ 148.00. They are filing bankruptcy and trying to avoid paying the lien. The board agrees that Chris Doran is to not respond to the letter.
- Chris Doran states that we have a judgement against Mr. Foga for roughly \$300.00. He says we have a year to decide if we want to redeem the property in CSL. This would not make it city property; it would put the property back into Mr. Foga's name. Therefore, we could try to collect or redeem the judgement on the individual. The board advised Chris to let the issue go.

Susan Taylor makes a motion to adjourn the meeting. Patrick Kirchner seconds. 5-0


Utility Service Board Chairman

5/6/19
Date


Utility board secretary

5-6-19
Date