

**NORTH VERNON
UTILITY SERVICE BOARD MEETING
December 16, 2019
6:00 p.m.**

Board Members Terms: Terry Thompson (R) (M) 12/31/2020, Barbara Patterson 12/31/2020 (R) (M), Warren Alexander (R) (M) 12/31/2020, Patrick Kirchner 12/31/2020 (D) (C), Matt Hurley (D) (C) 12/31/2020

The North Vernon Utilities Service Board met on December 16, 2019 at the Carnegie/Government Center. Members present: Terry Thompson, Patrick Kirchner, Matt Hurley, and Warren Alexander.
Member Absent: Barb Patterson

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

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

- I. **Roll Call:** Barb Patterson is absent.
- II. **Approval of previous meeting:** Matt Hurley makes a motion to approve the minutes from the December 2, 2019 meeting. Warren Alexander seconds. 4-0
- III. **Public Comment:** N/A
- IV. **Storm Water Report:** Russell Vaught reports to the board that the Kentucky Grates on Buckeye Street do not meet the standards. This will cause 30% less water to run off the road.
- V. **Wastewater Department Reports & Info:**
 - **Collection System:** Russell Vaught reports that the wastewater department cleaned main sewer lines that usually cause issues this time of year. The lines shouldn't need to be cleaned until spring. Russell reports that the lateral in Shull Park has been fixed.
 - **Treatment Plant:** Russell Vaught reports that he has received approval from EPA for our sewer use ordinance. Russell Vaught reports that he will be getting a new NPDS permit in the end of December. The Wastewater Department has a clarifier not working. Parts have been ordered to fix.
- VI. **Water Department & Treatment Plant:**
 - **Distribution System:** Will Spencer reports that there was a main break on Gilbert and Harms Street. The break was fixed in 3 ½ hours. Will Reports that the Water Department has easements in this area, they will be fixing the service lines.

- **Treatment Plant:** Will Spencer reports that a river pump is not working. He reports that BL Anderson is pricing a replacement for a dead VFD at the lower lift stating that controls the river pump.

VI: Utility Administration Report:

- **Claims and Transfers:** Warren Alexander makes a motion to approve the claims. Patrick Kirchner seconds. 4-0
- **Office Report:**
 - Cara Giles presents two examples of updated bills. The board discusses the tow options. Warren Alexander makes a motion to approve the bill that Cara has created, costing \$1500.00. Terry Thompson seconds. 4-0
 - Cara Giles reports to the board a NSF from May, this customer was told by a former employee to put a stop payment on their check. When doing so the remaining office employees were not notified. The check was deposited and came back NSF. Warren Alexander makes a motion to not charge the customer the NSF Fee due to office error. Matt Hurley seconds. 4-0

VII: Unfinished Business:

- **Chris Doran:** Chris Doran presents a letter to the board regarding a customer that is not in compliance with the Wastewater construction standards. The board would like Russell Vaught to contact the customer again about fixing the issues. They would like a formal letter sent out as well.
- **City Council update:** N/A
- **Quarry Update:** Richard Morin reports that the work at the quarry is complete. The dewatering pump is working. The Data Logger has been installed and is able to pull data. Will Spencer reports that the hardness level is still in the 600's. Russell Vaught reports that solar is back online at the Quarry.
- **Annexation:** Richard Morin reports that the Annexation project is complete. There will still be some repairs made in the spring. Richard reports that all of the lines have been tested & passed. The Utility office will send letters to customers in January.

VIII: New Business:

- Russell Vaught asks the board to consider an ordinance containing the fees that will be assessed when contractors rent fire hydrants. The board asks Chris Doran to draft an Ordinance.
- Russell Vaught presents the cost for the Water, Wastewater, and Storm water analysis that LWG will work up, the board approved this at the August 19, 2019 meeting. Patrick Kirchner makes a motion to approve payment that does not exceed \$25,000 (twenty-five thousand dollars). Warren Alexander seconds. 4-0
- Russell Vaught reports that there will be surveying for the Storm Water master plan.

Patrick Kirchner makes a motion to adjourn. Warren Alexander seconds. 4-0

X 

Terry Thompson
Utility Service Board Chairman

X

Date

X 

Nikki Hatfield
Utility Board Secretary

X

Date

1-6-2020