

**NORTH VERNON
UTILITY SERVICE BOARD MEETING
January 22, 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 January 22, 2018 at the Carnegie/Government Center. Members present: Susan Taylor, Patrick Kirchner, Warren Alexander, Terry Thompson and Harold Campbell.

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

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 previous meeting minutes, Patrick Kirchner second, 5-0 with wording in the first paragraph from appoint to nominate. Changes have been made.
- II. **Public Comment:** No Public Comment
- III. **Storm Water Report:** Russell Vaught reports to the board that the storm king was running well with all of the recent rain. Russell informs the board that he met last week with the storm committee and they have selected engineers to move forward with the storm water grant.

Russell also reports that he would like to invest in an easement machine or a trailer mount sewer cleaning machine. He states he will be attending an equipment seminar in Indianapolis to review prices.

Patrick Kirchner asked if Russell would be willing to use the vactor truck on personal home owners land. Russell states they have done this for contractors and they have a rate set in place for this. Russell also states he is planning on sending two employees to the Vactor school in Chicago.

- IV. **Wastewater Department Reports & Info**

- **Collection System:** Russell Vaught reports to the board that they received four calls yesterday.
- **Treatment Plant:** Russell V aught reports that the treatment plant is running well. He reminds the board that he had a retirement party for Bob Anthony. He also reports that when Bob is off for 30 days, he may fill in as part time or to cover vacations.

Russell Vaught reports to the board about a main sewer line on Myrtle Avenue that is having issues, he states he has contacted a contractor to replace this line. He states this line is about 340 feet.

V. Water Department & Treatment Plant:

- **Distribution System:** Will Spencer reports that meters were read on the 11th with a 99 percent completion. He states 28 didn't read, which is 12 less than last month. He also reports he has received around six applications for the distribution position, he has not conducted interviews at this time.
- **Treatment Plant:** Will Spencer reports the water treatment plant is running well, with nothing new to report.

VI: Utility Administration Report:

- **Claims and Transfers:** Susan Taylor made motion to approve claims, Warren Alexander second, 5-0. Two invoices were presented for special motion from Lochmueller Group one for \$860.00 and one for \$410.27. Patrick Kirchner made motion to approve, Susan Taylor second. 5-0. An additional special motion was presented, an initial draw for O'Mara for the sewer project in the amount of \$240,471.00. Susan Taylor made motion to approve this, Warren Alexander second, 5-0.
- **Office Report:** Cara Giles presented her research for 904 N Madison Avenue. She reports that in the agenda meeting it was discussed to make a deal with Kyla Canary. The agenda committee decided to remove October's charges, and to only charge Kyla for the water and waste water which is a total of \$236.19. Cara is willing to offer Kyla a payment plan until this is paid off. Once the account is paid off, it will be written off. Russell Vaught states Will Spencer has developed a policy now that pulled meters need to be pulled out of the pit. Chris Doran suggests to put a lien on this to put creditors on notice that we are a known creditor and this will be

a means to secure our interest. Chris also suggests releasing the lien after payoff. Susan Taylor made motion to approve the offer being made to Kyla Canary of a reduced bill of \$236.19. Patrick Kirchner second. 5-0.

Cara Giles informs the board the new city website is taking longer than expected. She states she would like a motion to activate the current City of North Vernon websites payment option. Susan Taylor made motion to move to activate payment option. Patrick Kirchner second, 5-0.

Cara Giles also reports that she has spoken with Kenny Glass about installing speakers into the glass in the office.

VII: Unfinished Business:

Chris Doran reports about a letter from Ellie Bright. The letter states Richard Barnes purchased a property at a tax sale located at 227 fifth St. A utility bill is owed for this property and Ellie states if we don't move on this, we will lose the interest in it. The balance owed is \$155.24. The board makes the decision to write off this balance.

Chris also reports to the board a situation with a Chapter 7 Bankruptcy for Amanda Mezzo from Top Notch Restaurant. The amount they owe is \$614.37. He states there is a meeting of creditors scheduled for February 12, 2019 should we wish to attend. The property address is 1007 Buckeye St. owned by Donna Bowling. Chris suggests we put a lien on this and look at the deed to make sure she doesn't have any interest in the property. Chris states he will look into this.

Russell Vaught mentions a house by the water plant gate, property address is 404 9th St. This property is listed for around \$70,000.00. He states this would be a perfect spot to purchase to expand solar. Russell Vaught and Will Spencer will bring more details on this for next meeting in February, to be put on agenda.

- **Hwy 50 Bypass:** Richard Morin reports the sewer project is proceeding, he reports the contractor has got the structure in for the lift station on county road 350. He states that a pay estimate was brought to the construction meeting. He states this is an estimate of \$240,000.00. The estimate will be reviewed by the board for payout. Richard Morin reports he is still dealing with permit issues. Susan Taylor makes motion to follow the recommendations for the sewer project modifications to reduce the wetland impact, Patrick Kirchner second, 5-0.
- **Annexation/ Easement Updates:** Richard Morin reports to the board that his department is still getting information in from the firm that came and visited the sight. He states they suggested a cement bentonite instead of soil bentonite slurry wall. He is waiting on more information and insight.

VIII: New Business: Russell Vaught reports to the board that he included in the packets a letter. He states that it is required from SRF to have a complete asset management plan. Included was a contract for Lochmueller Group to do Asset management Plan. According to Sue Haase, this is a fair estimate and a fair agreement. Chris Doran and Larry Greathouse have reviewed and both agree. Susan Taylor made motion to approve Patrick Kirchner second, 5-0.

Susan Taylor made motion to adjourn, Warren Alexander second, 5-0.


Utility Service Board Chairman

2-4-19
Date


Utility board secretary

2/4/19
Date