



BOARD OF TRUSTEES MEETING

Monday, May 10, 2010 @ 7:00 P.M.

Minutes

ROLL CALL

Present: President Marilyn Anderson, Vice President Ron Hagan, Secretary Michael McDonald, Treasurer Greg Starleaf, Eric Hand, Ron Houck, Jane Merrill, Sam Mishelow, Courtney Schaafsma, Legal Counsel Anne Poindexter, and Utility Director Andrew Williams. The audience sheet is attached.

ORDINANCE 04-12-10 PUBLIC HEARING

Ms. Anderson opened the public hearing and read into record the following ordinance: FOG Ordinance 04-12-10: An Ordinance Establishing Fats, Oils and Grease Management Program, Enforcement and Administrative Procedures amending relevant Ordinance 08-11-08. Ms. Anderson asked if anyone from the public wished to speak. No one from the public came forward. Ms. Anderson closed the public hearing.

Mr. Houck suggested making a revision on page 5, item 4 under Inspections: The District ~~District's official~~ shall inspect FOG facilities during both scheduled and unscheduled visits. Also on page 6, under Administrative Enforcement and Noncompliance Fines, item 8 seems to be arbitrary. Both Mrs. Poindexter and Mr. Starleaf pointed out the importance of item 8 as it presently reads. After further discussion, Ms. Anderson again closed the public hearing on the FOG Ordinance 04-12-10 and asked if any member of the audience had questions for the Board.

Mr. Jake Moelk, 12785 Devon Lane, addressed the Board regarding the installation of sewers in the Springmill Streams subdivision. He expressed his concerns regarding the disruption of water and internet services. Machinery was left on his lawn when drilling had stopped with no communication of why the drilling had stopped. In early spring, Mr. Moelk talked with Atlas Excavating's project manager regarding moving the construction flags in order to mow the lawn; again, no communication from Atlas or the District about this. His sprinkler system was reopened for the summer on April 8 and it was discovered that there was damage to the sprinkler heads and plumbing. Atlas agreed to reimburse Mr. Moelk for the damages. There are still unresolved issues regarding laying the sod on his property. Not all sites were graded before the sod was laid. Overall, Mr. Moelk believes that the restoration to his property has not been done correctly and communication with Atlas Excavating and the District has been poor. His letter grade for this project is C-. A better communications program is necessary between the District, the construction company, and the property owners. Mr. Moelk read his list of unresolved items to the Board members.

Mr. Williams explained that Shawn Pabst is the District's project manager for Springmill Streams and has been communicating with Ryan Hartman, District Engineer. Mr. Hartman is aware that Atlas Excavating has several issues yet to resolve and will be in Springmill Streams tomorrow to take care of these issues. The final completion of this project is May 12. It is difficult to give out

communication to the property owners every week and we try to do this the best we can with meetings and letters.

Mr. Houck asked if the District makes inspections throughout the project, were the unresolved items, such as delays and utility locates, noted in the project file, and if so, what actions were taken? Does the District communicate the role of the property owner in the restoration process? Mr. Hartman responded that our standard construction contract states that the contractor is responsible for maintaining properties up to a three year period, but is not communicated to the property owners as it should be.

Mr. Williams stated there were concerns about Atlas Excavating before the project was started, but their background check proved otherwise and thus their bid was accepted. Mr. Houck asked if-do we had-have a process of addressing the property owners' concerns with Atlas Excavating at a higher level? Mr. Hartman responded that he communicates with the project manager on site, as well as the project manager at the office. Punchlists are still being prepared as we receive letters from the residents. Mr. Hartman noted that Atlas Excavating subcontracted the restoration to a landscaping company.

Mr. Starleaf confirmed that he and other property owners in Springmill Streams are experiencing the same issues as Mr. Moelk. Mr. Hagan thanked Mr. Moelk for coming forward with his concerns on this project.

APPROVAL OF MINUTES

Mr. Hand was in attendance last month and asked to have his name added to the roll call. A motion was made by Mr. Houck to approve the amended April 12, 2010 Board of Trustees Meeting Minutes, and was seconded by Mr. McDonald. The motion was unanimously approved.

ATTORNEY'S REPORTS

Project Updates

1. Mrs. Poindexter updated the Board on the concrete price fixing lawsuit. No payments have been calculated and/or made and/or definitively scheduled to be made. Kevin Klausing will follow up in approximately 30 – 45 days and report any findings to Mrs. Poindexter.
2. Two cases of non-payment/non-connect of sewer construction costs will be filed tomorrow morning at Ms. Feltner's request.

Report of Pending Litigation

Nothing to report this month.

UTILITY DIRECTOR'S REPORT

Director's Report and Selected Statistics

Mr. Williams followed up with IDEM regarding their recent inspection at the treatment plant and his response letter to IDEM's comments has been accepted. IDEM will check back next year and they hope the overflow numbers will be lower. The new inspector did notice there was grease on the clarifiers and recommended changing the skimmer on the clarifiers. Our FOG program is a good step forward in addressing this issue.

The District has a new summer hire starting today though mid August. Eric Gibson will be assisting with mowing, cleanout cap removal for sewer cleaning, manhole inspections, painting,

smoke testing and other miscellaneous jobs. His degree is in exercise science and he could also help with our wellness program.

Mr. Williams announced that the District's website is being revamped with a new look and will be more user friendly.

Mr. Houck asked about the 2009 Selected Statistics Report which was previously included in the monthly Board packet. The report was copied on 3-hole punched card stock last month to be saved in each Board member's binder for referral purposes, but will again be included in each monthly Board packet.

COMMITTEE REPORTS

BUDGET & FINANCE COMMITTEE

Carmel Treatment Agreement

Mr. Starleaf stated the committee reviewed the Carmel Treatment Agreement and is comfortable with the changes made. He commended Mrs. Poindexter and Mr. Williams for their diligent work on this agreement. A motion was made by Mr. Starleaf to approve the Carmel Treatment Agreement and was seconded by Ms. Merrill. Mrs. Poindexter interrupted and explained that she talked with Mr. Williams after the Budget & Finance Committee meeting regarding another item that needs addressed. After much discussion, Mr. Starleaf and Ms. Merrill withdrew their motions to approve. The Board members agreed that Mrs. Poindexter communicate this latest revision with Carmel's board and bring resolution to negotiations on the Carmel Treatment Agreement.

Second Reading of FOG Ordinance 04-12-10

A motion was made by Mr. Houck to approve the 2nd reading of the FOG Ordinance 04-12-10 and was seconded by Mr. Hagan. The motion was unanimously approved. Ms. Anderson read into the record FOG Ordinance 04-12-10: An Ordinance Establishing Fats, Oils and Grease Management Program, Enforcement and Administrative Procedures amending relevant Ordinance 08-11-08. Whereas, the Clay Township Regional Waste District . . .

A motion was made by Mr. Houck to approve the FOG Ordinance 04-12-10, and was seconded by Ms. Merrill. The motion was unanimously approved.

PERSONNEL & BENEFITS COMMITTEE

No Board action items this evening. Mr. Hand asked the Board for suggestions that would favorably impact group health insurance rates.

CAPITAL & CONSTRUCTION COMMITTEE

Lift Station #16 Upgrade Design Contract

AECOM was asked to submit a proposal to provide professional design and bidding services for the Lift Station #16 upgrade project. AECOM has satisfactorily provided professional design services to the District in the past and has extensive experience in the design of lift stations. A motion was made by Mr. Hagan to approve the design contract with AECOM for \$59,900, and was seconded by Mr. Mishelow. The motion was unanimously approved.

Pretreatment Building Odor Control and Step Screen Design Contract

A fee proposal was requested from HNTB for professional design services for the pretreatment building upgrades, particularly the installation of a new bar screen and the replacement of the odor control unit. A motion was made by Mr. Hagan to approve the design contract with HNTB for \$69,000 and was seconded by Mr. Mishelow. The motion was unanimously approved.

OLD BUSINESS

Nothing to report at this time.

NEW BUSINESS

Claims Docket

A motion was made by Mr. Houck to approve the claims docket and was seconded by Mr. Starleaf. The motion was unanimously approved.

ADJOURN

A motion was made by Mr. Hagan to adjourn, and was seconded by Mr. Houck. The motion was unanimously approved. The meeting adjourned at 8:20 p.m.

The next Board of Trustees Meeting is scheduled for June 14, 2010 at 7:00 p.m.

Respectfully submitted,

Andrew Williams, Utility Director

Michael McDonald, Secretary

Marilyn Anderson, President

Accept the Meeting Minutes:
___ as Presented
___ as Amended