

CARTERVILLE WATER AND SEWER BOARD

June 9, 2016

Minutes of the **regular meeting** of the Carterville Water and Sewer Board meeting held Monday, May 9, 2016 at 6:00 p.m. in the Water and Sewer Department Conference Room.

Present at the meeting were: Mark Bollmann and John Geiselman, Water and Sewer Board Commissioners; Rodney Potts, Crawford and Associates; Garry Wiggs, Public Works Director; Mayor Bradley Robinson; Marc Buatte, WWTP II Operator; Janice McConnaughy, HR Specialist; Amy Simpson, Water and Sewer Clerk; and Mickey Edwards, Secretary.

Delinquent accounts were discussed (**152 accounts delinquent in the amount of \$9,995.80**). *We usual shut off approximately 60-75 customers tomorrow.*

The **Rend Lake** bill for **May 2016** was reviewed. We sold 11,921,590 and purchased 13,852,440 for a loss of 1,930,850 gallons.

Motion 1: Bollmann moved and Geiselman seconded to **approve the minutes** of the May 9, 2016 Regular Meeting as submitted by the Secretary. All voted yea and the Secretary declared the motion carried.

Motion 2: Geiselman moved and Bollmann seconded to approve the **Treasurer's Report** for the month of May 2016. A roll call vote was taken, and all present voted yea. The Secretary declared the motion carried.

Motion 3: Bollmann moved and Geiselman seconded to approve **payment of the monthly bills** (*with the addition of a bill from Jerry Hampton for \$310.00 for reclamation on the interceptor sewer line*) as submitted by the Secretary. A roll call vote was taken, and all present voted yea. The Secretary declared the motion carried.

Garry Wiggs reported about the **automated meter process**. EMCOR did the calibrations on the meters that we gave them from our system and unfortunately they are showing 98% accurate. The company will still be sending us a proposal and will present this at our July meeting. They also indicated that we may be able to add a generator for our pump house.

Garry Wiggs **reported on the inspections for the ground storage and the elevated tanks**. We will need to determine what is necessary to complete right away and advertise for bids for this work. Garry indicated that it does not look as if there is a lot of major work to complete.

I.E.P.A. completed an evaluation of our water system, and Garry Wiggs indicated that we have no violations to correct, but there were several suggestions regarding maintenance and operational manuals for the water system..

The Mayor asked about a request from the Boy Scouts who are asking to be allowed to **paint our fire hydrants**. He also informed the group about the color coding on the tops of the hydrants. Red indicates 0-499 GPM flow, orange indicates 500-999 GPM, green indicates 1,000-1499 GPM, and light blue indicates 1,500+ GPM.

The Water Department has completed **five water taps and three service leaks** were repaired this month. Mike Reszczenski had knee replacement surgery and is doing well.

Marc Buatte, WWTP Operator, indicated that he is working on the repair of the **telescoping valve** rather than purchasing a new unit. He is asking that we rent aerators for the oxidation ditches so we can get the DO increased. Rodney Potts and Marc Buatte would like to meet with the Board regarding the necessary costs for keeping this plant in operation until we plan to do a complete overhaul. Rodney Potts explained that we need a long-term plan for the wastewater treatment plant. The Mayor indicated that it sounds like we need to rent the necessary equipment to keep the oxidation ditches operating correctly. There will have to be a Special Meeting advertised so that decisions can be made because there are several options with regard to the aerators and blowers.

Marc Buatte indicated that he has purchased several manhole covers so that we can stop some of the infiltration through the manholes. When I.E.P.A. finally notifies us of our maintenance obligations, these covers and the lining of manholes will be a benefit to us.

Motion 4: Geiselman moved and Bollmann seconded to recommend the following rate increases for water to the City Council for passage of an ordinance:

<u>Water Charges</u>		<u>Gallons</u>	<u>Inside</u>	<u>Outside</u>
Minimum Charge		2,500	\$21.00	\$31.00
Per 1,000 Gallons	Next	5,000	\$ 6.00	\$ 8.00
Per 1,000 Gallons	Next	7,500	\$ 4.85	\$ 6.25
Per 1,000 Gallons	Next	15,000	\$ 4.10	\$ 6.25
Per 1,000 Gallons	Next	70,000	\$ 3.80	\$ 6.25
Per 1,000 Gallons	Next	100,000	\$ 3.50	\$ 6.25

A roll call vote was taken, and all present voted yea. The Secretary declared the motion carried.

The Lake Logan Apartment rates were discussed. As their water rates have not been increased since 2003 we need to contact Lake Logan Apartment owners and ask for a meeting to discuss this increase. Also, there are meters that need to be repaired and they should be given a deadline to get these meters repaired.

Motion 5: Bollmann moved and Geiselman seconded to approve the following leak and pool credits:

LEAK CREDITS

01-3330	Lion's Club, 300 E. Illinois	\$50.13
02-1701	Darla Dawson, 109 Vera	\$45.35
04-1591	Weller, The Florist, 536 N. Division	\$19.92
08-0243	Michael & Julie Bonall, 602 S. Division	\$24.51
08-2882	Darren Hellman, 205 Texas	\$18.86
09-2940	Nancy Morgan, 242 McNeil	\$10.67
12-6690	Clete McLeon, 1013 Ivey Lane	\$85.11
15-0040	R. W. Rentals, 600 W. Grand	\$205.51
17-0821	Anna Wheeler, 1102 Shawnee #2	\$94.36
18-3602	Aaron Shadowens, 14263 Allen Road	\$82.34
19-0890	Steve Morse, 3053 Vermont Road	\$526.78
Total >>>		\$1,163.54

POOL CREDITS

03-0872	Bobby Minor, 210 Olive	\$48.02
03-1831	Ryan Hosselton, 701 Anderson	\$31.50
03-3540	Sharon Spence, 701 James	\$ 5.60
04-1261	Kendall Hollister, 438 N. Division	\$15.75
07-3201	Jeffrey Hickam, 907 Glenn	\$66.50
08-1081	Jennifer Singamon, 408 Elles	\$68.25
08-2790	Jim & Hannah Chratri, 605 S. Division	\$35.00
08-3331	Ron Hall, 308 Texas	\$28.00
12-4922	Melissa Luttenbacher, 1215 Hummingbird	\$42.00
13-5351	Richard Boren, 301 Arbor Drive	\$77.00
14-1801	Randy Ferguson, 12241 Hafer Road	\$21.00
15-0720	Mark Peterson, 904 W. Grand	\$31.50
16-0381	Jennifer Schoenover, 1406 W. Grand	<u>\$19.04</u>
Total >>>>>		\$489.16

A roll call vote was taken, and all present voted yea. The Secretary declared the motion carried.

Kevin O’Connell sent a letter regarding the **odor at the sludge field**. This was discussed before and we have done some reclamation work on the ditches at the sludge field to clean them out so that the odor is gone and we are still working on the holding structure for the sludge to help this odor problem.

Rodney Potts, Crawford and Associates, indicated that the **UV Disinfection System** is installed and is completing the punch list and cleanup. We should have a final bill in July 2016. We will also pay the remaining cost to Enaqua when this is complete. The UV System is working appropriately even though there were problems with the contractor in the beginning.

Both the manual and automatic **Bar Screens** are installed. Ken Hall will be doing all the electrical on the bar screen. His cost to us will be approximately \$7,500.00. The water to this equipment will be installed in-house.

The **Grit Removal** design will be completed by Rodney Potts. He was waiting to get the UV Disinfection System and the Bar Screen completed before he finished the design and bid specs.

Mott Excavating will be finishing the cleanup and the punch list in the near future.

The **Sludge Holding Structure** has been permitted for placement at the WWTP. Marc Buatte suggested that we use the old sludge drying beds at the WWTP by adding a trench drain and walls to this area which would bring out costs down. Rodney will apply for a supplemental permit on this structure from I.E.P.A.

The **West Grand Avenue waterline** relocation was awarded to Dean Bush Construction and we are waiting on easements to be completed. As soon as we get the easements we will give Dean Bush a Notice to Proceed.

The **Downtown Waterline bid** is still good from Dean Bush Construction. The bid was \$63,092.00 and the reimbursement from U. S. Fish and Wildlife is in process.

Motion 6: Bollmann moved and Geiselman seconded to authorize the **addition of a \$25.00 fee** for any payment that is returned by check, ACH, or credit card dispute. A roll call vote was taken, and all present voted yea.

Motion 7: Geiselman moved and Bollmann seconded to approve payment of the annual dues to **Illinois Rural Water Association Dues** in the amount of \$447.56. A roll call vote was taken, and all present voted yea. The Secretary declared the motion carried.

Motion 8: Geiselman moved and Bollmann seconded to hire **Brett Ashburn** for the Wastewater Treatment Plant at a rate of \$15.29 per hour (with the stipulation that Mayor Robinson can negotiate the pay rate). A roll call vote was taken, and all present voted yea. The Secretary declared the motion carried.

The Mayor asked that the Board consider setting **Licensing increments** for sewer operator licenses as follows:

<u>Class 4</u>	<u>\$1,000.00 annually</u>	<u>Class 2</u>	<u>\$3,000.00 annually</u>
<u>Class 3</u>	<u>\$2,000.00 annually</u>	<u>Class 1</u>	<u>\$5,000.00 annually</u>

Motion 9: Bollmann moved and Geiselman seconded to adopt the following schedule of **salary increments for sewer plant licensing:**

<u>Class 4</u>	<u>\$1,000.00 annually</u>	<u>Class 2</u>	<u>\$3,000.00 annually</u>
<u>Class 3</u>	<u>\$2,000.00 annually</u>	<u>Class 1</u>	<u>\$5,000.00 annually</u>

A roll call vote was taken, and all present voted yea. The Secretary declared the motion carried.

Motion 10: Bollmann moved and Geiselman seconded to **adjourn**. All voted yea and the meeting was dismissed at 7:24 p.m.