

CARTERVILLE WATER AND SEWER BOARD
Thursday, February 7th, 2019

Minutes of the **regular meeting** of the Carterville Water and Sewer Board meeting held on Thursday, February 7th, 2019 in the Water and Sewer Department Conference Room.

Called to Order: 6:01 p.m.

Present at the meeting were: Mark Bollman, Carl Sisk, and John Geiselman, Water and Sewer Board Commissioners; Curtis Oetjen, Council Representative; Garry Wiggs; Public Works Director; Jeremy Long; Sewer Superintendent; Jerry Hampton, Water Superintendent, Rodney Potts, Crawford and Associates, Janice McConaughy, HR Specialist; Tom Harness, Tracy Drew, Nicholas Tutkus, and Amy Simpson, Board Secretary.

Delinquent accounts were discussed (**188 accounts delinquent in the amount of \$13,314.20**). *Cut offs will occur on Tuesday, February 12, 2019 unless payment or payment arrangements are made prior to the cut-off date.*

The **Rend Lake** bill for **January 2019**. 8,891,420 gallons sold in January. We have not received Rend Lake's bill as of today

Motion 1: Geiselman moved and Bollmann seconded to **approve the minutes** of the **January 3rd, 2019** regular Meeting as submitted by the Secretary. All voted yea and the Board Chair declared the motion carried.

Motion 2: Bollmann moved and Sisk seconded to approve the **Treasurer's Report** for the month of **January 2019**. A roll call vote was taken, and all present voted yea. The Board Chair declared the motion carried.

Guests: Tracy Drew and Nicholas Tutkus - 112 Locust - Tracy Drew addressed the board about being issued a \$500.00 ordinance citation on January 11, 2019. Tracy stated that she moved out of that residence on January 7, 2019. We shut off her water on January 8, 2019 for non-payment on a delinquent account. Tracy said she notified her landlord Postmaster Brett Crouse and notified him that she had moved and filled out a change of address. She states that she has no idea who turned on the water at that address. Tracy never informed the water department that she had moved. She stated that it was the water office's responsibility to inform all customers they must contact our office when they move. She does not think it is an issue to call our office she feels dealing with the landlord was good enough. Curt informed her that the account is in her name and that she is still liable for whatever happens to that account. Carl Sisk asked Tracy if she wanted her deposit back. She stated that she thought that she would not be getting her deposit back. Carl Sisk informed Tracy that it is not the responsibility of the water office to tell every single person when to inform our office for shut off. The water board collectively stated that she owes the \$500.00 and support all the policies and ordinances. Tracy Drew was upset and walked out of the meeting. Nicholas Tutkus asked to speak about this situation. Carl and Mark both addressed that it was still her responsibility.

Amy informed the board that the February bill list is considerably high due to the amount the water department owing their share of the worker's compensation, property, vehicle, and liability insurance. Curt also asked if the Zurich equipment was on the bill list. The water department was asked if they would pay half of the cost for this equipment with the City in the amount of \$790.24.

Motion 3: Bollmann moved and Geiselman seconded to approve **payment of the monthly bills for the February 2019** as submitted by the Secretary. A roll call vote was taken, and all present voted yea. The Board Chair declared the motion carried.

Garry Wiggs Report - Garry discussed the power outage that we experienced and he was asked to get pricing on generators. Garry stated that this generator is a 70KW, three phase, 240 volt. The reason why a 70KW we have a maximum of 170 amps. This has over 210 continuous amps. The price is from Winn Electric also including the automatic switch is \$23,779.00. This is propane and for the pump house. Pulley Electric also gave a price for installation is \$9,692.00 that includes all the wiring and this will be installed in the old pump house. John Geiselman stated we need to go out for bids on the generator and installation.

Core-n-Main – Garry presented the billing we have received for the new electronic meters. The total amount of payment is \$634,658.60 for Government Capital to begin paperwork for payment to be issued.

Motion 4: Bollmann moved and seconded to **begin the paperwork process for Government Capital to pay Core-n-Main in the amount of \$634,658.60** submitted by the Secretary. A roll call vote was taken, and all present voted yea. The Board Chair declared the motion carried.

Jerry Hampton Report- Jerry informed the board that the company has put in seven books in the ground. Jerry is pleased with the work. Jerry stated that we have twenty-two 2” meters. Fourteen of these meters have no shut offs and we will have to dig up the main to re-install. Jerry suggests that we purchase the correct setters for these 2” meters and put the setters in the pit. The setter and the pit will run approximately \$1,350.00 each. The final item is a building for the telemetry equipment at the water tower. We froze up twice the other day. It took over two hours with each episode to thaw out. When this is frozen tells the pumps that the water tower is full and will not allow water to be pumped to the tower. Jerry received a price of \$3,800.00 to build the building.

Motion 5: Bollmann moved and Geiselman seconded to **build a telemetry building not to exceed \$4,000.00** submitted by the Secretary. A roll call vote was taken, and all present voted yea. The Board Chair declared the motion carried.

Motion 6: Bollmann moved and Geiselman seconded to **purchase 14 2” meters not to exceed \$19,000.00** submitted by the Secretary. A roll call vote was taken, and all present voted yea. The Board Chair declared the motion carried.

Jeremy Long Sewer Report-

Rotor - The rotor is at the shop. Mac Weld was unable to fix the shaft and Richard Davis was able to fix. Jeremy is hoping by April 1st that it will be up and running with weather permitting.

Arbor Drive Lift Station – Will pull the motor once the weather permits.

Grease Ordinance Enforcement – Letters were sent out to all businesses along with a copy of the ordinance. Jeremy’s email and phone number was included in the letter so the businesses could send their copy of the invoice for cleaning out the grease traps.

Parkson Headworks Screen - This is the screen at the beginning of the plant that gets the large particulates out. The bearings have gone out and Garry and the Mayor decided it was best to go with the company to make this repair because it comes with a one-year warranty. As of today, it is finished.

Sludge Truck – Still looking. They did make a trip to Missouri and truck was not for us.

Plant Status – When Jeremy began working for us the influent meter was not been working correctly. As of today, the meter influent meter has been repaired. There has been occasions were the influent has met design capacity and no plant failures.

Generator – Jeremy needs to figure what really is needed due to no VFDs. Rodney stated that a VFD’s will last eight to ten years. Curt addressed the situation of no power and generators supply at the pump house and supplying water to town. How long can we sustain the sewer plant without any power? Jeremy stated that situation would dictate. If it’s summer time and the lagoon is down, we could go several days.

The board discussed 622 E. Illinois request for a leak credit. Amy informed the board that that the Mayor did speak with Mr. Boyd and informed him that at this time he would not fine him the \$500.00 ordinance violation fine for getting in and turning the meter on and off. The Mayor stated he could still request a one-time water leak from the board but informed Mr. Boyd that it was the final decision from the board.

Motion 7: Bollmann moved and Sisk seconded to approve the following **leak credits with Brad Boyd removed:**

Leak Credits

| | | | |
|---------|--|----------|-----------------|
| 09-0301 | Heather Lange; 403 Missouri | \$ 73.04 | |
| 09-2791 | Carl Cattivera; 231 McNeill | \$128.30 | |
| 17-1320 | Ray Tholen; 711 Rusty Lane | \$ 71.59 | |
| 06-0640 | Everett Allen; 4632 Old Rt 13 (garage) | \$ 39.42 | |
| 01-1052 | Brad Boyd; 622 E. Illinois | \$ 52.12 | \$364.47 |

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

Engineering Report-

North West Water Replacement Project - Low bid on this project was Dean Bush Construction in the amount of \$631,109.80. This is over the project estimate so we looked at options to downsize and still meet DECCA grant requirements. One option to bring down the cost was to remove the loop line (James to Anderson) and the oil and chip part of the project. This will reduce the contract to \$569,905.00. Local Share will be \$213,000.00. The components of the \$213,000.00: Bid price at \$69,905.00; Phase 1 Engineering at \$25,000.00; Phase 2 Engineering at \$41,000.00; Construction Engineering at \$45,592.00, Administration at \$34,455.00; Legal Administration at \$500.00 and Miscellaneous at \$547.00. Before the amount was \$140,000.00 but we set back \$200,000.00. The breakdown for the original \$140,000 is as follows: Construction at \$7,580.00; Phase 1 Engineering at \$25,000.00; Phase 2 Engineering at \$35,910; Construction Engineering at \$40,606 and Administration at \$30,455.00. Rodney said we would award Dean Bush the bid at the full amount and then do a change order to bring the total down to \$569,905.00. The board discussed a start date for Dean Bus to begin our project because of a potential scheduling conflict with a large project for the City of Carbondale. Per the board, Rodney will inform Dean Bush the project needs to begin in April or May.

Motion 8: Bollmann moved and Sisk seconded to approve to **give notice of award to Dean Bush in the amount of \$631,109.80 to proceed** as submitted by the Secretary. A roll call vote was taken, and all present voted yea. The Board Chair declared the motion carried.

Motion 9: Geiselman moved and Bollmann seconded to approve **add \$13,000.00 to the committed monies report to the North West Water Project** as submitted by the Secretary. A roll call vote was taken, and all present voted yea. The Board Chair declared the motion carried.

USDA – Mike McKey is back to work since the federal workers were off. Mike is working on the paperwork from his presentation from a couple of months ago.

Mowing - Alderman Oetjen discussed about going out for bids this year for the mowing of the sewer plant, water tower, and ground storage. Curt recommends to bid this as one bid and then as a second bid to cover all twenty-two lift stations. Curt recommends that the bids be turned in before the next water board meeting. This contract will be the same as last time with a one-year contract with a one-year extension without a price change. Rodney will supply a map of all the lift stations for the bidders. Curt did inform the board that the previous mower asked about the lift stations.

Motion 10: Geiselman moved and Bollmann seconded to **go out for mowing bid and bid opening before March 7th, 2019 meeting** as submitted by the Secretary. A roll call vote was taken, and all present voted yea. The Board Chair declared the motion carried.

506 Abby Drive - Amy informed the board that this resident was on the shut off list for non-payment. When they went to shut her off, she came out of the house thinking they were rechecking her meter for high usage. Zach informed her that he was there to shut off her water for non-payment. She said do not turn it off I will go right down and pay the bill. She did come and pay the bill and we also charged her a \$25.00 reconnect fee. She became very angry she had to pay that since Zach did not turn it off. I informed her that once the list leaves our office everyone regardless if it was shut off or not is charged the \$25.00. She stated that it was unfair and I invited her to the meeting to discuss with the board. The board wants all water shut off regardless if they say they will come down to pay.

Motion 11: Sisk moved and Bollmann seconded to **stand with current policy of the reconnect fee** as submitted by the Secretary. A roll call vote was taken, and all present voted yea. The Board Chair declared the motion carried.

112 Locust – The board ruled the \$500.00 ordinance violation fine stands.

Motion 12: Bollmann moved and Geiselman seconded to approve **to keep with policy and ordinance for 112 Locust owing the \$500.00 fine** as submitted by the Secretary. A roll call vote was taken, and all present voted yea. The Secretary declared the motion carried.

402 Missouri - This account was actually discussed last month but the board was unable to make a decision because the information came in the day of the meeting and was not a line item on the agenda. This was denied for any payment.

Motion 13: Geiselman moved and Bollmann seconded to approve **to deny reimbursement to 402 Missouri** as submitted by the Secretary. A roll call vote was taken, and all present voted yea. The Secretary declared the motion carried.

Truck - Repairs on the truck at Vogler Ford. Insurance sent a check in the amount of \$8,249.00.

Motion 14: Bollmann moved and Sisk seconded to approve **to pay the Vogler Ford Bill** as submitted by the Secretary. A roll call vote was taken, and all present voted yea. The Secretary declared the motion carried.

Curt informed the board that the Mayor said to go out for bids on the generator as well.

Motion 15: Geiselman moved and Bollmann seconded to approve **to go out for bids for a purchase and installation of a generator for the water ground storage** as submitted by the Secretary. A roll call vote was taken, and all present voted yea. The Secretary declared the motion carried.

Motion 16: Bollmann moved and Sisk seconded to **adjourn**. All voted yea and the meeting was dismissed at 8:00 p.m.