

TOWN OF ADVANCE

MEETING MINUTES (Memoranda)

LOCATION: ADVANCE TOWN HALL

April 8, 2019

7:00 PM

112 N. Main – P. O. Box 67 Advance, IN 46102 Phone: (765) 676-6611 – Fax (765) 676-6696

Email: advanceCT@townofadvance.com

Council Members: Matt Johnson, Melody Fry, Dale Thompson, and Jim Caldwell

Clerk Treasurer – Shari Johnson

Marshal: Brad Thomas

Attendees: Council Members, Melody Fry, Dale Thompson, and Jim Caldwell

Marshal: Brad Thomas

Clerk-Treasurer: Shari Johnson

Others in attendance: Dan Bewley, Gary Ladd, Linda Ranney, Keith Cromwell, Joe Watts, Lisa Henry, Nancy Hopper, Jeff Hopper, Shannon McLeod and Troy Elles

Councilwoman Fry called to order the Council Meeting at 7:00 p.m.

Pledge of Allegiance

Rules of Order

Councilwoman Fry opened the Public Hearing for the Waste Water Treatment Plant.

Shannon McLeod, Grant Administrator with Priority Project Resources, and stated she and Gary Ladd, Town engineer are working together on behalf of the community a WWTP/Collection and improvement project obtaining a grant. The public hearing would cover the scope of work and costs and to receive resident input.

Gary Ladd, town engineer, spoke about the scope of work of the WWTP project and presented a short history of the plant, with the plant being installed in 1992. The plant consists on tank and gravity sewer collection system with a main plant and two lift stations.

Since the inception of the plant the Town has been experiencing excessive inflow and infiltration during wet weather.

Mr. Ladd shared information with the initial plant work done in 1992. In 2014, a preliminary engineering report was done, but the Council at that time halted the project.

Several plant components such as walkways, ladders and stairs had become lopsided due to settlement and was constructed on fill material; therefore, causing cosmetic and safety issues.

The oxidation ditch should be inspected and to his knowledge have never been inspected. There are several steel plant components that are corroded and need to be sandblasted and recoated. The sludge holding tank area needs to be replaced. In 2014, Astbury Water Technologies installed a blower, air piping and diffusers to the sludge tank.

The existing sludge drying bed is useless with limited size there is a need for sludge dewatering. There is only one oxidation ditch and secondary clarifier, this is concerning as there is no alternative system if something were to happen to bypass the system. The existing secondary clarifier is not large enough to handle peak overflow rate 155/gallons per minute which is the capacity of the main and school lift stations combined. Mr. Ladd described other flow issues.

The chlorine contact tank is an insufficient size to provide minimum 15 minute contact time beyond a flow of 87 gallons per minute which is significantly less than the combined main lift station and school lift station which is beyond capacity.

The daily minimum of 5 mg/liter chlorine residual is not maintained in the chlorine contact tank or the monthly .02/mg per liter.

Mr. Ladd listed a plethora of other issues such as chemical maintenance, housing unit deterioration (need of new building), effluent flow meter, skirting, control panel, generator, oxidation ditch lighting, new masonry block building, replace electrical panels conduit and wiring, inspect rotor in oxidation ditch and control valves.

The lift stations should be pumping more than they are possible air bound and air release valves would need to be installed.

Interconnection needs to be done to help increase capacity, when there is excessive rain the collection system backs up and sounds the alarm.

Councilman Caldwell questioned

Several sewer laterals were televised in 2011 and some were repaired but no documentation exists for this work and work needs to be done to write this into the grant.

Mr. Ladd presented the cost estimate, \$1,184,700 combined with non-construction costs totaling \$1,484,000.

Mr. Ladd's report also presented reserve funds for upkeep of plant.

The project is seeking an SRF Grant of \$700,000 and an OCRA loan of \$784,000. Mr. Ladd is in hopes of obtaining additional grant funding to keep user rates down.

Ms. McLeod asked if there were any issues in town with sewage. Mr. Hopper stated the church backs up every time there is a heavy rain and residents have had issues as well. Tanks are pumped on a rotation basis. If there is infiltration, there is scum that is in the tank when it is pumped.

Discussion ensued.

Ms. McLeod asked for any feedback or questions. She reiterated funding requirements and timeline. The preliminary report is due by May 3, 2019. Timing of the environmental report, and cycles may end up being in November and not June. Our sewer rates are not astronomical but also the town does not want to be raising rates that are not affordable. A rate consultant will evaluate these figures in June. The hope is to receive as much grant money as possible.

Councilman Caldwell made a motion to close the public hearing. Councilman Thompson seconded. All in favor, motion passed.

Councilman Caldwell made a motion to open the Council meeting. Councilman Thompson seconded. All in favor, motion passed.

Councilman Caldwell made a motion to make President Johnson signatory as authorized by the Signatory Authorization Resolution for SRF. Councilman Thompson seconded. All in favor, motion passed.

Councilman Thompson made a motion to accept the meeting minutes from the March 19, 2019 Council meeting. Councilman Caldwell seconded. All in favor, motion passed.

Police – Marshal Thomas:

No Police report presented, Marshal on vacation.

Clerk-Treasurer – Shari Johnson:

No comments were presented on Fund or appropriation reports.

Councilman Thompson made a motion to approve the CT adjustments for the month of March in the amount of -\$319.52. Councilman Caldwell abstained due to the AVFD adjustment. Councilwoman Fry seconded. Motion passed.

Internal Controls are a work in progress.

CT met with Amy Nooning, Legal Counsel, and Katie Conyer, Clerk-Treasurer of Jamestown to work on ADA Compliance Reporting. A requirement of this is to have an asset plan on how the Town plans to work to be compliant with ADA. This needs to be on the radar to be completed.

Copier and IT are being reviewed to present.

CT will be on vacation from May 6, 2019 through May 10, 2019.

CT accompanied county employees on PASER rating the roads. Many were the same rating as last year. Wall Street has deteriorated with the excess traffic on the road due to the detouring of the SR 75 Project traffic.

Discussion of potholes on East and West Wall Street were discussed and Mr. Hopper stated he would get these filled once the rain stopped long enough for him to do so. CT asked Council if they wanted to proceed with the filling of these holes and Councilman Caldwell said yes. There was one other street in town with holes and Mr. Hopper stated he would look at the streets and fill them.

CT questioned Council in regards to Emergency phone forwarding and how it was working. Councilman Thompson stated he received many calls on Wednesday as to paying their bill because the office was closed. The Council stated to use the emergency phone on Wednesdays when the office was closed.

The Town logo was discussed. Councilwoman Fry stated she liked the logo with the Water Tower and solar panels. CT stated President Johnson liked the phrase "Grow with Us". Councilman Caldwell and President Johnson also stated they liked the logo with the Water Tower and solar panels.

UMAC – Troy Elless read the report:

For the month of March 2019 872,000 gallons of water were pumped and 775,865 were billed leaving a difference of 96,135 for an 11% water loss.

Hydrant flushing will take place on April 22, 2019.

Whenever the rain stops, they will work on putting the skirting in at the sewer plant. Mr. Elless also stated a second quote was being obtained for work on the generator. Councilman Caldwell questioned Mr. Elless as who he liked to work with and he stated both companies are good to work with.

IMPA/ISC – Councilwoman Fry read report:

In the month of March, one service request was completed, 112 Ash St., tree trimming to clean up lines. No poles were replaced in March. Two emergency response tickets for flickering lights in March were done at 404 S. Main and 106 E. Wall. Tree trimming for the Town was completed in February. Pines trees were trimmed at the intersection of Nicely and 300.

System inventory and mapping will be completed in April.

Hopper – Keith Cromwell read the report:

In the month of March 2019 line locates were completed. Salt was spread at intersections. Stone was put down at entry to Park and leveled. Utility disconnects and reconnects were completed. Water was reconnected at a residence. Upcoming work: Fill pot holes, septic pumping and repair meter crock at residence.

Upcoming jobs of filling in holes and septic crock at Henry's. Councilwoman Fry stated that the gravel lot the Town owns is not in good condition and requested a cost of gravel for the lot be obtained. What to do with the grindings from the SR project were discussed.

Councilwoman Fry stated that the gravel lot owned by the Town is in bad shape and could that be addressed. Mr. Hopper questioned if grindings from SR 75 could be used. Discussion ensued and was determined grindings won't be available until after school gets out. Mr. Hopper stated he would get an estimate.

Park – Dan Bewley read the report:

Mr. Bewley stated the park cleanup was done on April 6, 2019. Water standing prevented some cleanup.

The RC track is awaiting someone to haul the dirt (free dirt). The park restrooms and concession stand have been painted with community service hours. WAM is working on an obstacle course (permanent) and summer programs in the park.

A refrigerator and microwave were donated to the park by the State Bank of Lizton. Bi-laws were discussed. Joe Watts, Park Board, is creating a Facebook page.

CT advised that IMPA is creating a sign for the Park and include the new park logo on the sign.

Councilman Caldwell stated that the area/property by the Park Board entrance was surveyed. No parking is to be done at the entrance. If there is an issue with parked cars by the property owner adjacent to the park, police need to be contacted.

The road leading into the park had gravel put down and already vandalized. The day after the park had their clean up day, trash was dumped all over the park. Security cameras need to be placed at the park.

Discussion ensued.

Two security lights are out at the park and the covers to the electrical outlets were also vandalized. CT Johnson advised a work order would need to be put in for the security lights.

Councilman Caldwell made a motion to approve Hopper Excavating to rent a roller to use at Park when grindings from road are placed. Councilman Thompson seconded. All in favor, motion passed.

The Calumet Claim was tabled for discussion.

Councilman Caldwell requested CT to go through past years appropriations for corrections of how funds were appropriated to improve the Water and Sewer funds. CT Johnson stated she was going to training with SBOA and would present that question to them and SBOA to get direction on how to handle if this process can be done.

CT Johnson discussed going to the State House to speak against HB1347. She stated the bill passed legislation and language being taken out regarding title searches. The bill is workable with the Town.

Fire:

No Fire Department was presented as the person who does the report is on vacation; will be given at May's meeting.

Claims:

Councilman Thompson made a motion to approve the claims for April 8, 2019 claims in the amount of \$82,789.84. Councilman Caldwell seconded. All in favor, motion passed.

Old Business:

ITRON agreement is still pending and iCloud are still pending.

Employee Handbook recommendations were tabled.

Discussion on Century Link was tabled.

New Business:

Councilman Caldwell made a motion for President Johnson to sign off on all SRF paperwork. Councilman Thompson seconded. All in favor, motion passed.

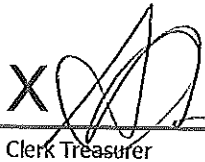
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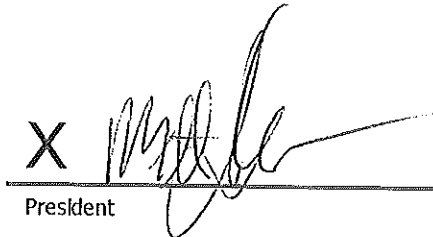
No disputes were presented.

Request to Speak:

No requests were presented.

Councilman Thompson made a motion to adjourn the meeting. Councilman Caldwell seconded. All in favor, motion passed. Meeting adjourned at 19:58.

X 
Clerk Treasurer

X 
President

The next Council meeting is scheduled for June 18, 2019 at 7:00 p.m.