

CARTERVILLE WATER AND SEWER BOARD
November 5, 2015

Minutes of the **regular meeting** of the Carterville Water and Sewer Board meeting held Thursday, November 5, 2015 at 6:00 p.m. in the Water and Sewer Department Conference Room.

Present at the meeting were: Mark Bollmann, John Geiselman and Matt Crain, Water and Sewer Board Commissioners; Curt Oetjen, Council Representative; Mayor Brad Robinson; Rodney Potts and John Crawford, Crawford and Associates; Garry Wiggs, Public Works Director; Marc Buatte, WWTP II Operator; Amy Simpson, Billing Clerk; Janice McConnaughy, Human Resources Specialist; and Mickey Edwards, Secretary.

Delinquent accounts were discussed (**210 accounts delinquent in the amount of \$28,922.29**).

The **Rend Lake** bill for **October 2015** was not available for the meeting. We sold 11,851,910 gallons for October. Our loss for September 2015 was 1,994,584 gallons.

Motion 1: Crain moved and Bollmann seconded to **approve the minutes** of the October 8, 2015 Regular Meeting as submitted by the Secretary. All voted yea and the Secretary declared the motion carried.

Motion 2: Geiselman moved and Crain seconded to approve the **Treasurer's Report** for the month of **October 2015**. A roll call vote was taken, and all present voted yea. The Secretary declared the motion carried.

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

The new delinquent accounts policy was reviewed and discussed along with arrangements for Jason Fisher and Angie Hess. The Board agreed that they would take responsibility for making arrangements in hardship cases and the office staff would have some latitude regarding payment arrangements made before the due date.

Motion 5: Crain moved and Geiselman seconded to implement a **new delinquent accounts policy** effective January 1, 2015 (copy attached) and advertise this change in the Courier. A roll call vote was taken, and all present voted yea. The Secretary declared the motion carried.

Motion 6: Crain moved and Bollmann seconded to allow **Jason Fisher (#09-1500 at 315 Blossom) a payment schedule** as follows:

1. November 20, 2015 Penalties of \$116.39 + \$50.00 toward Bill
2. No Penalties after this payment until payment in full.
3. \$150.00 per month – December 2015 and January 2016
4. Balance due by February 20, 2016
5. After February 20, 2016 regular delinquent policy will take affect

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

Motion 7: Bollmann moved and Geiselman seconded to **notify Angie Hess (#01-3031 at 408 Mark)** that her bill must be paid in full by February 20, 2016. A roll call vote was taken, and all present voted yea. The Secretary declared the motion carried.

Garry Wiggs Report:

*Garry is still soliciting prices for **electronic metering systems**. The lighting project for the sewer plant is almost complete and will be submitted for approval to the Board.*

Michael Resczenski was unable to attend so Garry reported that we had four water leaks and two service leaks and a valve repair on West Grand Avenue. Also, Garry asked the Board about the purchase of some new tools that will cost approximately \$600.00. The Board agreed to allow this purchase.

Marc Buatte Report:

1. *Asked the Board about the purchase of Lab Equipment for WWTP. The equipment needed is a bench top meter with a ph probe and bd probe. The cost is approximately \$2,500.00.*

Motion 8: Geiselman moved and Bollmann seconded to **purchase a bench top meter** with probes for the sewer plant from HACH at a cost not to exceed \$2,500.00. A roll call vote was taken, and all present voted yea. The Secretary declared the motion carried.

2. *Marc Buatte asked that the Board proceed with the purchase of a camera for the sewer system at a cost of \$14,000.00.*

Motion 9: Crain moved and Geiselman seconded to purchase an **Envirosight camera** for the sewer plant from Key Equipment at a cost of approximately \$14,000.00. (The Mayor will run this through the Committee in December and ask that the City reimburse half of the cost). A roll call vote was taken, and all present voted yea. The Secretary declared the motion carried.

3. *Marc Buatte asked that he be allowed to install insulation and a curtain in the Water Department barn so that we can keep equipment in it during the winter.*

Motion 10: Bollmann moved and Crain seconded to **approve the installation of insulation** in the equipment barn (*pending final approval of cost*). A roll call vote was taken, and all present voted yea. The Secretary declared the motion carried.

4. *Marc circulated pictures of the UV system construction for the Board to review.*

Motion 11: Bollmann moved and Crain seconded to approve the following leak and pool credits:

Leak Credits:

05-0991	Jennifer Nesmith, 302 Lakeshore	\$165.94
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Pool Credits:

05-5040	Kendra Washburn-Yocum, 506 Abby Drive	\$ 70.00
15-0820	Todd Darnstaedt, 920 W. Grand	\$ 1.40
15-0860	Kenneth Stoner, 928 W. Grand	\$ 53.20

Total----- \$124.60

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

Rodney Potts and John Crawford, Crawford & Associates

UV Disinfection System – Contractor is working on this project and are planning to make a pour of the walls tomorrow. They should be done with this project before Christmas. The contract is supposed to be finished by November 20, 2015 so Rodney stated that we may want recommend that they install our bar screen in lieu of liquidated damages on the UV contract. *The Board agreed to allow Rodney to negotiate with Haier Plumbing to remove the current bar screen and install the new bar screen in lieu of liquidated damages.*

Bar Screen – Delivered Thursday of last week and are ready to move forward with installation. We need to make sure there is water available for the compactor and we are planning to do this work on our own.

Motion 12: Crain moved and Bollmann seconded to pay the following bills for the bar screen purchased from Parkson:

<u>Bar Screen</u>	<u>\$68,845.50</u>	<u>Compactor</u>	<u>\$53,464.50</u>
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We will keep the retainage until the project is complete

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

The **Inflow/Infiltration Plan** - Rodney Potts stated that we have not received information from I.E.P.A. but his office has pulled the information on this and are prepared to answer questions when they contact us.

Valley Drive Lift Station – Flow systems will be here next week to replace the pump and install the alarm system. Jeff Wiggs will be here to install the service at this location. The lift station is operational and should be complete next week. *Rodney indicated that we still have not received the grant funds from the State of Illinois (\$90,000.00) for this project.*

The **Interceptor Sewer** is complete and we will be doing a final inspection this month. There are a few easement problems from John Pisoni and Bruce Fine. The Mayor indicated that he would like Garry Wiggs involved in discussions with John Pisoni because he has some really bad brush problems on this property that need to be cleared up.

The **Bishop/Kovach** water and sewer construction has been completed. They still have not completed any paperwork for water and sewer billing. **The office will need to contact them.**

The **water extension for the Refuge** is being completed by Dean Bush Construction. They will begin this work within the next two weeks. SIH Cancer Center is asking for a change in the easement to protect some of their foliage.

The **Sludge Holding Structure** is still with IEPA for permit.

The specifications and drawings are prepared for the **waterline on the west side of our building**. Rodney will be submitting this to I.E.P.A. for a construction permit. The Mayor suggested that this be coordinated with Jennifer Gerlock as she needs a 2" tap.

The **inspection of the water tanks** was discussed. We are trying to locate the report from Darren Clarke at Utility Services. They did not do a written report because it was a free inspection. Apparently there is no written report so we will have to pay for the report for Utility Services. We need this information so that we can bid these repairs. Rodney asked if we want to contact another tank company to give us an inspection so that we can bid. Pittsburgh Tank and Tower was mentioned as a company and Rodney thinks we can get an inspection and written report for approximately \$500.00.

The possible use of **Williamson County grant writers** for infrastructure grant applications was discussed. Rodney presented information regarding sources of funding both Federal and State. Most of the funds available are based on low to moderate income and Carterville does not qualify unless we can find a target area within the community. The two largest grants we have received in recent years are from S.I.M.P.O. and I.D.O.T. We may want to apply for D.C.E.O. grant funds after we discuss our sewer infrastructure with I.E.P.A.

The Mayor introduced a request from **Carl Ortale** who owns 20+ acres on Old Route 13 between Main Street and Wolf Creek Road. Ortale has a master plan for **housing veterans in Tiny Houses**. These type of homes would not meet our zoning codes and the buildings would not meet building codes for a single family dwelling. This is in Carterville's FPA. This would add sewer of 1.5 persons per household. Because of current ongoing development we could not recommend that this be accessible to our sewer system. Mr. Ortale has cancer and would like to start this project before he dies by constructing approximately 12 of these units and attach this to a grinder pump and pump sewerage into our sewer system. This was presented to committees this week and the consensus was that they do not want to provide services without annexation.

Motion 13: Geiselman moved and Crain seconded to **disallow the use of the Carterville sewer system without annexation**. A roll call vote was taken, and all present voted yea. The Secretary declared the motion carried.

Motion 14: Crain moved and Bollmann seconded to **adjourn**. All voted yea and the Board dismissed at 8:03 p.m.