

Public Works Committee Meeting Minutes
July 7, 2009

Members Present: Grant Adams, Ron Crider, Public Works Commissioner, Tom Strayer, Mark Witsman, Town Engineer, Tonya Galbraith, Town Manager, Cathy Gardner, Clerk- Treasurer and Melissa Davidson, minutes

1. Approval of June 2, 2009 meeting minutes

Tonya Galbraith made a motion to approve the June 2, 2009 meeting minutes as written. 2nd by Mark Witsman. Passes: 5/0

2. Salt bin- Ron Crider

Mr. Crider received and approved a proposal from F. E. Harding to pour a 44x56 asphalt pad for the salt bin in the amount of \$4800. Three quotes were received for the actual structure which is 42x17x48. Tek Supply had the lowest quote at \$11,522.54. Interlocking 2x6 blocks will raise the structure up another three to four feet for clearance.

Ron Crider made a motion to recommend to Town Council to purchase Tek Supply 42x17x48 salt structure for \$11,522.54. 2nd by Grant Adams. Passes: 5/0

3. Mt. Comfort Road/ CR 600W alignment update- Tonya Galbraith/Ron Crider

Ms. Galbraith discussed the concept plan shown would cross through the corner of the McCord Square development and that it is just a “concept” to start the scoping of the project so a plan would be in place once the widening starts. Tom Willey came with concerns that the concept plan is what will be accepted. The Commission agreed that this was just a concept at this point and proper placement is necessary to help spur development. Mr. Willey will schedule a meeting with Tom Stevens the County Commissioner, Ron Crider, Tonya Galbraith and Phillip Roth of the MPO.

4. Procedure for violations- Ron Crider

Ms. Galbraith informed the Commission that Barry Wood had asked for Mr. Crider to develop a procedure for corrective actions that would be taken when there are NPDES violations. Mr. Crider follows the instructions given by IDEM which he has outlined to inform the Commission and the Town Council. There were 7 violations in the years leading up to the plant expansion due to heavy rain fall and over flow of water. The expansion of the plant will address these violations that occurred.

5. Response to NPDES permit- Ron Crider/ Mark Witsman

Ron Crider received a letter from an Environmental Group about the violations in the past. EPA keeps the data on the violations and as a permit is pulled to be renewed environmental groups will issue a letter about the concerns and the

Town's response to these. Mark Witsman explained that the plant received the violations due to high flow and that the plant expansion corrected these violations. Ron Crider stated that the Aero Mod system is supposed to take care of phosphates as a new biological process and that new testing equipment will be needed to make sure that the plant does not receive a violation for high phosphorus levels. A letter will be sent to IDEM to address the concerns of the Environmental Agency and be held with the permit.

6. Project Updates- Mark Witsman

Mark Witsman informed the Commission that Pin Oak/ Waterview Court and 700W had been milled. Resurfacing should start on Wednesday with weather permitting by F.E. Harding. Ninety percent of the project is complete after the resurfacing with only striping and some patch work in Highland Springs.

Mark Witsman informed the Commission that Gale Tschour Company has reached substantial completion of the expansion. Some minor punch list items remained and some manufacturer issues with equipment still needed worked out. \$91, 761.00 has been held in retainage and Mr. Witsman is very pleased with Gale Tschour. The last pay application was ready to be issued with finalization of seeding, punch list and equipment issues.

Stansbury Lift Station and Force Main is half completed but there have been issues with construction and utility locations. Fleetwood Contracting would like no more retainage to be held since 50% of the project is completed. Mr. Witsman does not want to stop retainage at this point since there have been issues and there has been difficulty in resolving them.

Tonya Galbraith made a motion to deny Fleetwood Contracting request to discontinue retainage at this point and reconsider at a later date. 2nd by Grant Adams. Passes: 5/0

7. Pay application for WWTP expansion; pay application for Stansbury Lift Station and Force Main- Mark Witsman

Pay application #3 was received from Fleetwood for the Stansbury Lift Station and Force Main in the amount of \$153, 376.14. Mr. Witsman has reviewed and is in agreement to pay.

Ron Crider made a motion to recommend to Town Council to pay Fleetwood Contracting pay application #3 in the amount of \$153,376.14. 2nd by Grant Adams. Passes: 5/0

Gale Tschour payment application #9 in the amount of \$73, 301.09 has been reviewed and Mr. Witsman is recommending payment.

Ron Crider made a motion to recommend to Town council to pay Gale Tschour payment application #10 in the amount of \$73,301.09. 2nd by Tonya Galbraith. Passes: 5/0

8. Invoice for Villages at Brookside Lift Station- Ron Crider

Two invoices were received from BBC Pump in the amounts of \$18,980.00 and \$36,598.00 for work on the villages at Brookside Lift Station of Middle Fork Lift Station. BBC Pump has completed all the work that it can at this moment. Another contractor has to connect to the Force Main and manholes before BBC Pump can test the equipment. Mr. Witsman would suggest holding 10% retainage until all the work is 100% complete since the company is very reputable. The Commission would like to discuss the amount of retainage to be held in the future.

Grant Adams made a motion to recommend to Town Council to pay BBC Pump for Villages at Brookside Lift Station in the amount of \$50,020.20 holding 10% retainage in the amount of \$5578. 2nd by Tonya Galbraith. Passes: 5/0

9. Old Business

Cathy Gardner and the Commission discussed the SRF bond payment requirements and how that would affect the sewer rate.

Tonya Galbraith recommends Town Council to reduce sewer rate to \$49.00 and to pay off the SRF bond. 2nd by Grant Adams. Passes: 5/0

Mrs. Gardner discussed charging the sewer department rent and utilities. The suggested cost would be \$1000 monthly and equals 2.66 square foot. This would bring money back into the General Fund and would lessen borrowing from the Sewer Fund. The Commission is in favor of this.

10. New Business: Tour of WWTP

11. Next meeting – Aug. 4, 2009 at 4:30 p.m.

12. Adjourn

Mark Witsman made a motion to adjourn. 2nd by Grant Adams.