



## Manager's Agenda

### **Board Meeting**

March 15, 2010

#### **DOCUMENTS ATTACHED**

- Agenda
- Meeting Minutes
  - *February 16, 2010* .....(Board Agenda)
- Claims & Transfers
  - *February 2010* .....(Board Agenda)
- Monthly Financial Planning Charts
  - *(Delayed since November 2009 due to software conversion & easement preparation)*
- Documents; Project Schedules
  - *Project Schedules by Division A-G*

#### **DEPARTMENTAL INFORMATION**

- Sewer Department
  - **Wastewater Treatment Plant (WWTP)**
    - **Ammonia Violations in February:** On February 7, 2010 the raw influent sewage was redirected to SBR No.2 (after being diverted to storage lagoons on January 2, 2010 to avoid damage to treatment equipment due to freezing conditions). We are experiencing ammonia violations due to cold winter temperatures and are maintaining higher MLSS levels and minimizing aeration times to encourage better ammonia removal. We'll be reseeded with WAS from North Vernon as soon as temperatures increase enough to be beneficial.
    - **Spring Recovery:** We are pumping the raw sewage in the lagoons back through SBR No.2 for treatment.
  - **Sewer Improvement Project Update;**
    - **EASEMENTS;** We've acquired approximately 90 new easements for the project and commonwealth has worked on design changes to eliminate the need for some of the easement. Collectively, we've cleared nearly all of the easement and design obstacles necessary for complete construction of pipelines for Stations 1, 2, 3, and 4. We've made an extra effort to contact the



larger property owners via telephone messages, but are still awaiting some of their responses.

- **Utility Line Locates;** *Three full-time field staff will stay busy locating sewer and water service lines throughout the duration of these projects, being sure to stay ahead of the construction crews.*
  - **Sewer Improvement Project Schedule;** *contractors are preparing material submittals for engineering review and approval, acquiring materials for the project and coordinating staff and equipment for mobilization to job sites. Every division is officially underway; however, Lykins Contracting, Inc. is the one stockpiling pipe and valve pits along the trash site road. Completion dates for each division are provided below:*
    - *Division A (WWTP)..... Completion: January 2011*
    - *Division B (Stations)..... Completion: January 2011*
    - *Division C (Station 1,2,&3 pipelines)..... Completion March 2011*
    - *Division D (Station 4 & 6 pipelines) ..... Completion March 2011*
    - *Division E (Station 5 & 8 pipelines)..... Completion March 2011*
    - *Division F (Maintenance Building)..... Completion May 2010*
    - *Division G (Vale Pit Alarms)..... Completion March 2011*
  - **Sewer Improvement Project Website; [www.JNRUProjects.org](http://www.JNRUProjects.org)**
    - “Website Outline” Information including construction schedules and work locations, utility easement issues, frequently asked questions, etc... will be on the website in narrative and graphical formats for quick and easy access to project information.
    - **The project website is still under construction...**
- Water Department
    - **Water Loss**
      - Waiting on Planning Charts????
    - **Pressure Reducing Valves**
      - Suppliers delivered all piping and valve components, but we’re still coordinating the order and delivery of two vaults. The project is delayed for two reasons, 1) project work, and 2) winter weather. I hope to get these valves installed this Spring.



- **Radio-Read Meters**
  - The State required our Sewer cash-operating account balance to maintain no more than \$120,000, therefore our Capital Improvement plans will require considerable changing. We'll address most of those plans later this year. However, in the meantime, we'll still be purchasing two boxes (*12 meters*) of radio-read meters each month with water funds.
  
- Common Water/Sewer Department Information:
  - **Availability Fees Billing (April)**
    - Uncollectable and renewed collection policy (*for discussion*)
  
  - **Special Rate Policy; Minimum Usage Fees Charged When Service is Disconnected**  
(*Also for discussion*)
    - Sewer Only Policy
      - Debt Only: \$27.06
      - Debt and O&M: \$49.18
    - Water (*Should there be a Special Rate Policy for Water?*)
      - Debt Only: \$??.??
      - Debt and O&M: \$28.72 w/ tax
  
  - **District Boundaries; JNRU should revisit the idea of *de-annexing* areas of the District that it does not currently provided sewer service. Remember, in the eyes of the State, JNRU is responsible for solving sewage problems within its boundaries. EPA and IDEM will be enforcing environmental compliance in the foreseeable future (possibly within the year) in areas with failing sewage treatment systems; of which there are significant areas within the District. Remember, enforcement actions are very costly and controversial.**
  
  - **Closing the Gates**
    - Signs; I believe we should put up signs at both ends of the drive indicating the points mentioned below:
      - Private Drive / Dead End
      - No Thru Traffic
      - 10 mph Speed limit
      - Stop
    - I would suggest we *post signs* prior to closing the gate; I can have signs installed within a few weeks.
    - I would also recommend that we *notify the local emergency services* prior to closing the gates.