



Manager's Agenda

Board Meeting

April 19, 2010

DOCUMENTS ATTACHED

- Agenda
- Meeting Minutes
 - *March 15, 2010* (Board Agenda)
- Claims & Transfers
 - *March 2010* (Board Agenda)
- Monthly Financial Planning Charts
 - *(Delayed since November 2009 due to software conversion & easement preparation)*
- Project Article; Utility Manager
 - *Construction Zone Ahead*
- Project Article; Lykins Construction
 - *Letter to the residents of Country Squire Lakes*

DEPARTMENTAL INFORMATION

- Sewer Department
 - **Wastewater Treatment Plant (WWTP)**
 - Ammonia Violations in March: We did experience ammonia violations in March as we recover from the cold winter temperatures. However, April is proving to be a violation-free month at the WWTP. On the other hand we did experience some overflows in the collection system; a constant reminder of why we're rebuilding the sewer collection system.
 - **NPDES Permit Renewal**
 - *JNRU's NPDES permit expires on February 28, 2011. Therefore, a permit application must be submitted to IDEM prior to August 28, 2010 (approximately) in order to continue the legal operation of a wastewater discharge. I'll be coordinating the application process with Don Larson from Commonwealth Engineers.*
 - **Sewer Improvement Project Update;**
 - **Easement Acquisitions**; ongoing



- **Utility line locates / Project schedule;** Locating water & sewer lines is requiring an exceptional increase in field staff working hours that will definitely exceed the annual budget for overtime. That being said, we'll need to adjust the 2010 budget for the additional overtime funding and quite possibly the buy-back of vacation time at the end of the year. I expect that our field staff will be fortunate to take one week of well planned vacation time each. The project schedule itself is very demanding of our staff and will continue to be very demanding into the middle of 2011.

- **Sewer Improvement Project Schedule;** *all constructions divisions are mobilizing and working as outlined below:*
 - **Division A (WWTP)..... Completion: January 2011**
 - *Graves Plumbing is draining and excavating SBR No.1 in preparation for concrete crews setting forms for the new process tanks.*
 - **Division B (Stations)..... Completion: January 2011**
 - *Mitchell & Stark will begin work on Station No. 3 this week. They are planning to complete one station each month; there are seven stations in all.*
 - **Division C (Station 1,2,&3 pipelines)..... Completion March 2011**
 - *Lykins Contracting has installed approximately 180 valve pits and 2,000 feet of vacuum main pipe in division "C". They will continue laying vacuum mains until complete in this division. They will install gravity lines to complete the construction work in this division, which will take a few more months.*
 - **Division D (Station 4 & 6 pipelines) Completion March 2011**
 - *Lykins Contracting will begin installing vacuum pits in Division "D" this week and continue well into may.*
 - **Division E (Station 5 & 8 pipelines)..... Completion March 2011**
 - *Lykins Contracting has not begun construction in Division "E". However, I anticipate they will begin installing vacuum pits near the beginning of June.*
 - **Division F (Maintenance Building).....Completion May 2010**
 - *Bradshaw Building Specialists have constructed a base for the new building, prepared the new drainage profile, and nearly completed the fence around the new maintenance building site.*
 - **Division G (Vale Pit Alarms) Completion March 2011**
 - *Lykins Contracting will install alarms after complete vacuum station and collection systems are constructed and operable.*



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- **Sewer Improvement Project Website; www.JNRUProjects.org**
 - *The project website is still under construction...*
- Water Department
 - **Water Loss**
 - 12% loss for 2009
 - Waiting on Planning Charts for 2010.
 - **Pressure Reducing Valves**
 - The sewer project is consuming all of our working hours right now, so the valves will not be installed until we have the time to install them with the care and attention the task requires. I'll update this topic when I can better predict an installation schedule.
 - **Radio-Read Meters**
 - We now have twenty-four (24) radio-read meters in stock and will begin installing them this week. We'll continue to install radio-read meters each month at the rate of twelve per month.
- 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: \$12.65
 - 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**



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there are significant areas within the District. Remember, enforcement actions are very costly and controversial.

- **Closing the Gates**
 - Signs are installed and the CSL administration is fully informed; they are planning to purchase and install their own padlock on the gate in the near future.