



**BOARD OF SANITARY COMMISSIONERS
REGULAR MEETING
10:00 a.m. April 4, 2017
Third Floor City Hall**

AGENDA

**CITY OF
TERRE HAUTE
BOARD OF
SANITARY COMMISSIONERS**

City Hall
17 Harding Avenue, Room 200
Terre Haute, IN 47807

Phone: 812.232.5458
Fax: 812.234.3973

www.terrehaute.IN.gov

1. Call to Order
2. Roll Call
3. Public Comments
4. Approve Minutes
5. Approve Claims
6. Request for Appeal - 2352 North 26th Street
7. Final Retainage Release and Final Acceptance for the High Rate Treatment Facility Project
8. Final Retainage Release and Final Acceptance for the Idaho Street Floatables Control Structure Project
9. Sludge Hauling Standard Agreement
10. Adjournment

**Minutes of a Regular Meeting of the
Board of Sanitary Commissioners
Terre Haute, IN
March 21, 2017**

A Regular Meeting of the Board of Sanitary Commissioners was held in the Mayor's Conference Room on the third floor, City Hall, 17 Harding Avenue, Terre Haute, Indiana, on the 21st day of March 2017, at 10:00 a.m. Those present were Chuck Ennis, Tim Adams, and Jim Winning for the Board of Sanitary Commissioners. Jared Modesitt was also present. Brad Bush and Larry Auler were not present.

The meeting was called to order by Vice President Tim Adams. There were no public comments.

APPROVE MINUTES

The minutes from the March 7, 2017 meeting were presented to the Board.

On motion of Chuck Ennis, seconded by Jim Winning, and unanimously approved, it was resolved that the minutes from the March 7, 2017 meeting be approved.

APPROVE CLAIMS

The list of claims was presented to the Board for Sanitary District General and Waste Water Treatment Plant and discussed.

On motion of Jim Winning, seconded by Chuck Ennis, and unanimously approved that claims be approved as presented.

OTHER

-HWC Contract Chuck presented the Board with a contract for HWC for phosphorous removal. Terry Modesitt had reviewed this contract and suggested changes. HWC made the requested changes and Mr. Modesitt approved the revision.

It was moved by Charles Ennis, and unanimously approved that the contract with HWC be approved.

ADJOURNMENT

The next regular meeting of the Sanitary Board will be held on April 4, 2017 at 10:00 a.m. in the Mayor's Conference Room, 3rd Floor, City Hall, 17 Harding Avenue, Terre Haute, Indiana.

APPROVED on the _____ day of _____, 2017.

Brad Bush, President

Tim Adams, Vice President

Jim Winning, Secretary

Larry Auler, Member

Chuck Ennis, Member

Wastewater Utility Claims

April 4,2017

Personnel Services

414.010 Laundry & Uniforms

Aramark	Laundry & Uniforms	\$603.61
Aramark	Laundry & Uniforms	\$2,719.15

414.020 Protective Clothing

Boot City	Safety Boots- Doug F.	\$124.99
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Supplies

421.010 Office Supplies

Print It Plus	Time Cards	\$44.73
Staples	Sharpies, Pencil Cup, Pushpins, Etc.	\$71.27

Operating Supplies

422.005 Operational Supplies

Batteries Plus Bulbs	Batteries	\$399.00
Boot City	Jeans- John P.	\$150.00
Complete Outdoor Equipment Company	Trimmer Line	\$71.90
E-Z Clean Corporation	Toilet Bowl Cleaner	\$58.30
Fastenal	Sandpaper	\$6.33
Jones & Sons	Fibers, Hot Water	\$75.50
Jones & Sons	Fibers, Hot Water	\$64.50
Kirby Risk	Lightbulbs	\$66.90
Lawson Products	Brake Klean, Marking Pens, Etc.	\$247.10
Menards	Utility Mats, Silicone, Etc.	\$252.10
N.E.W. Interstate Concrete, Inc.	Hot Water	\$6.25
Quality Automotive Dist. Corp.	Surface Cleaner	\$28.09
Quality Automotive Dist. Corp.	Shop Polish Rags, Touch Up Paint	\$36.91
Staples	Shipping Containers	\$79.28
Wabash Valley Goodwill Industries, Inc.	Wiping Rags	\$51.67

422.010 Gas

Automated Fuels	Gas	\$2,248.68
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422.020 Diesel

Automated Fuels	Diesel Fuel	\$2,762.32
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Rep./Maint. Supplies

423.015 Maint./Rep

Auto Zone, Inc.	Water Pump	\$85.09
Bane-Welker Equipment, LLC	Tire for the Kubota	\$174.92
Best Equipment Co. Inc.	Grease Wheels, Lock Washers	\$1,444.00
Fuson Buick & Cadillac, Inc.	Pump	\$616.56
Fuson Buick & Cadillac, Inc.	Hose	\$182.11
Ice Cube, Inc.	Blower Motor, Capacitor	\$398.00
Illiana Truck Parts	Hood Straps	\$50.00
Industrial Supply Company	Wye Strainers, PVC Caps, Etc.	\$235.68
Jack Doheny	Control Valve	\$47.50
Jones & Sons	Concrete, Flowable Fill, Etc.	\$1,360.25
Jones & Sons	Concrete, Flowable Fill, Etc.	\$1,089.77
Keystone Automotive Industries, Inc.	Tail Light Lens, Bumper Part	\$107.87
Lawson Products	Washers, Linch Pins, Fittings, Etc.	\$376.79
MacAllister Machinery Co. Inc.	Couplings, Seals, Etc.	\$243.52
McCord Tire & Auto Service	Alignment on a Parks Dept. Vehicle	\$62.54
Menards	Lumber	\$15.76
Midwest Industrial Equipment & Repair	Belts	\$318.44
N.E.W. Interstate Concrete, Inc.	Concrete	\$275.00
O'Reilly Auto Parts, Inc.	Gasket, Window Film	\$14.69
Quality Automotive Dist. Corp.	Rotor, Gasket, Etc.	\$639.70
Quality Automotive Dist. Corp.	Connector, Hoses, Etc.	\$992.07
Quality Automotive Dist. Corp.	Switch, Fuel Pump, Etc.	\$531.38
Quality Automotive Dist. Corp.	Sensors, Valve, Oil Filters, Etc.	\$480.05
Southwest Auto Company	Tailgate Handle	\$25.00
Teledyne Instruments, Inc.	Pump Tubing	\$340.00
Town & Country Ford	Door Stops, Wire Assembly, Etc.	\$155.47
Town & Country Ford	Name Plate	\$20.90
TruckPro, LLC	Lights	\$24.57
United Refrigeration Inc.	Filters	\$122.16
Valley Electric Supply Corp.	Fuses	\$7.00
Vigo Dodge, Inc.	Filter, AC Handle	\$89.50
Visa	Bane-Welker Equipment / Clutch Washer, Etc.	\$464.75

Other Supplies

422.160 Lab Supplies

N.C. Labs	BOD Standard, Glass Fiber Filters, Etc.	\$364.00
USABluebook, Inc.	Buffer Solution	\$115.90

Professional Services

432.010 Services Contractual

American Water Capital Corp.	Municipality Shut Offs	\$4,875.00
Controlworx LLC.	Engineering Services	\$29,638.64
Heritage-Crystal Clean, LLC	Used Oil Pick-Up Fee	\$65.00
Terminix	Pest Control	\$93.00
Visa	Microsoft Office / IN BMV - Trailer Title	\$25.69

432.071 Lab Testing

Pace Analytical	Lab Testing	\$554.00
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347.090 User Fees

Jake Weber	Sewer Bill Refund	\$1,394.57
Terrance A. Sullivan	Sewer Bill Refund	\$201.39
Union Hospital, Inc.	Sewer Bill Refund	\$158.83

Comm./Transportation

433.010 Telephone

Frontier, Inc.	Telephone Utility	\$557.97
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433.020 Postage		
UPS	Postage	\$11.63

433.040 Freight		
Best Equipment Co. Inc.	Freight	\$12.35
Ice Cube, Inc.	Freight	\$11.50
Industrial Supply Company	Freight	\$9.91
Jack Doheny	Freight	\$12.30
Lawson Products	Freight	\$86.93
Midwest Industrial Equipment & Repair	Freight	\$26.76
Myers Tire Supply	Freight	\$8.13
N.C. Labs	Freight	\$29.57
Teledyne Instruments, Inc.	Freight	\$22.00
TruckPro, LLC	Freight	\$13.36
USABluebook, Inc.	Freight	\$17.18

Utility Services

436.010 Electric Utility		
Duke Energy	Electric Utility	\$150.54
Duke Energy	Electric Utility	\$59,591.16

436.020 Gas Utility		
Vectren	Gas Utility	\$50.22
Vectren	Gas Utility	\$8,702.86
Vectren	Gas Utility	\$186.24

436.030 Water Utility		
IN American Water	Water Utility	\$173.23
IN American Water	Water Utility	\$173.23
IN American Water	Water Utility	\$220.19
IN American Water	Water Utility	\$117.74
IN American Water	Water Utility	\$175.67
IN American Water	Water Utility	\$909.90
IN American Water	Water Utility	\$36.93

Rep./Maint

437.030 Vehicle Rep./Maint.		
Kustom Concepts & Collision, Inc.	Repaired a Bumper & Hood	\$950.28

438.010 Rental of Equipment		
MacAllister Rental	Rented a Trash Pump	\$811.00
One Source Equipment Rentals	Rented a Scissor Lift	\$396.75

Machinery & Equipment

444.010 Equipment Purchase		
Christopher A. Poe	Power Tool Bit Set, Etc.	\$260.92
Complete Outdoor Equipment Company	Leaf Blower	\$215.00
E-Z Clean Corporation	Micro Scrub Pad Holder, Mops	\$28.22
Grizzly, Inc.	Saw Kit, Hammer Drills, Etc.	\$1,951.98
Industrial Supply Company	Vise Utility Bench & Hammer Sledge Kit	\$144.28
Jones & Sons	Concrete Risers, Concrete Barrel, Etc.	\$573.60
Kirby Risk	Canvas Buckets	\$479.50
Lawson Products	Cut-Off Wheels, Flap Disc, Etc.	\$394.20
Matco	Tools	\$288.75
Menards	Toolbox, Saw Blades, Ladders, Etc.	\$1,343.41
Menke's Trailer Sales	New Trailer	\$2,229.00
Myers Tire Supply, Co	Tire Changer Chucks, Bead Lift, Etc.	\$237.67
O'Reilly Auto Parts, Inc.	Film Application Tool	\$4.99
Quality Automotive Dist.Corp.	Funnel	\$22.23

Grand Total = \$140,284.94

3/23/2017 Check Run \$65,299.93

3/30/2017 Check Run \$11,807.46

4/04/2017 Check Run \$63,177.55

Sanitary District Claims April 4, 2017

WWUTILITY / 0620-0061- Services Contractual

WWUTILITY / 0620-0061- Publication of Legals

WWUTILITY / 0620-0061- Drainage Improvements

WWUTILITY / 0620-0061- Drainage Ways

WWTP PH II/ADDITIONS & IMPROVEMENTS

SRF INTEREST FUND

CSO/LTCP P23

Bolen, Jennifer

From: trubble@ma.rr.com
Sent: Thursday, March 23, 2017 10:29 PM
To: Speidel, Brad
Cc: Bolen, Jennifer; Sewage Billing
Subject: Re: Official Ruling- Appeal Process RE: Sewer Leak Mr. Rukes Acct 3100165794

To whom it may concern,

My name is Mickey Rukes and I reside at 2352 North 26th Street, Terre Haute, IN 47804. On approximately December 9, 2016, an Indiana American Water employee knocked on my door and alerted me that the current water meter reading indicated something out of the ordinary and noticed my water usage was considerably higher than normal. It was promptly determined I had incurred a broken service line resulting in a water leak during the past/current billing period, somewhere between the water meter and where the water line connects to my home in the basement. I subsequently contacted B & S Plumbing & Heating, Inc, resulting in them boring a new water line from the water meter to my basement where the water line ties into my home on December 22, 2016, in order to prevent any continuing/recurring high bills. This unexpected service cost me \$1,390. Once I informed Indiana American Water that the broken service line between the water meter to my basement had been repaired, they subsequently provided me with a customer leak adjustment. Unfortunately, I am still in the process of having Indiana American Water conduct another review of my January 18, 2017 water bill (billing date), and requesting an additional customer leak adjustment since I believe the reading for that billing period of 12/10/16 - 1/11/17 with a total water usage utilized during that billing period is inaccurate.

I also contacted the Sewage Department shortly after discovering I had a water leak. I was informed to cancel my automatic payments until the water leak issue was resolved and then inform the Sewage Department once the repairs were completed so they could also provide their leakage adjustment. I have since been in contact with Brad Speidel, Sewage Billing Specialist. Mr. Speidel provided me with the email below explaining the 148 CCF of water usage between 11/9/16 - 12/9/16 was reduce to 3 CCF of usage and subsequently credited by the sewage department. However, Mr. Speidel stated he is unable to provide any credit (relief) for the 32 CCF reportedly used between 12/9/16 - 1/11/17 since the leak spanned two billing periods.

Based upon Mr. Speidel's ruling, I want this email to be considered as my written documentation to request a review of Mr. Speidel's decision and formally appeal to the Sanitary Commission that the 32 CCF reportedly used between 12/9/16 - 1/11/17 be reduced to the 3 CCF usage which is in the range of my normal usage (between 1 - 4 CCF on any given month) as well as any late fees, penalties, finance charges incurred during this leakage period. I am 76 years old and on a fixed income and this additional charge for 32 units and associated fees will cause undue hardship for me. I quickly addressed the problem of getting my water line repaired as soon as possible once I was made aware of the leak. Additionally, I do not believe the 32 CCF is accurate since I turned the water off at the water meter and only turned it back on 4 or 5 times for no more than 10 minutes each time, in order to fill up (3) five gallon buckets of water and then immediately turned the water back off at the meter. Also, any water that was leaked during the water line break never even made it to the sewage lines and certainly went right into the ground and it does not seem fair that I would have to pay for any additional sewage charges during this leak period.

I hope the documentation in this email as well as copies of my water bills, sewage bills and charges for repairing my water line (which I can provided upon request) will serve as to why the Sanitary Commission should review and hear my request.

I look forward to hearing back from you as soon as possible as well as explain my situation in person.

Please feel free to contact me at 812-234-0072 if you have any questions.

Respectfully,

Mickey Rukes
2352 North 26th Street
Terre Haute, IN 47804

----- "Speidel wrote:

> Mr. Rukes,

>

> I want to confirm our conversation this afternoon about the application of your leak adjustments as well as your right to appeal to the Sanitary Commission.

>

> Your 11/9/16 to 12/9/16 water reading was for 148 CCF (100 Cubic Foot) of water usage and was billed on your Jan. 24, 2017 City of Terre Haute Sewer Bill.

>

> I have reviewed the leak adjustments and have found that they are accurately calculated and applied to your account. Your 148 CCF bill was reduced to three (3) CCF of usage. Your Feb. 21, 2017 bill details the leak adjustments and is located in the PREVIOUS BALANCE section of the bill.

>

>

> * IAW adjusted 73 CCF from your bill or \$626.34 (73x\$8.58= \$626.34)

>

> * City adjusted 72 CCF from your bill or \$617.76 (72x\$8.58-\$617.76)

>

> The CURRENT WASTEWATER CHARGES section of your Feb. 21, 2017 however, shows the water usage from 12/9/16 to Jan. 11, 2017 shows the consumption of 32 CCF of water.

>

> Unfortunately, your leak spanned two (2) separate billing periods. City Code Section 9-112 details how leak adjustments are requested, calculated and posted to customer accounts.

>

> Section 9-112 Item 7 "only the highest single month of usage charge during the excess water usage shall be considered for adjustment"

>

> This is my Official Ruling. You can appeal this ruling to the Board of Sanitary Commissioners.

>

> APPEAL PROCESS: The Board of Sanitary Commissioners has provided a method and procedure for filing an appeal of this ruling. Here are the important parts and timeframes.

>

> 1. The account holder may request a review of the decision of the Sewage Billing Specialist and needs to be submitted in writing and within 30 days of my ruling (2/24/17)

>

> 2. Written documentation must clearly state the facts surrounding the disputed charges,

>

> 3. Documentation shall clearly state why the board should review the request,

>

> 4. And provide any and all documentation the account holder has to support their request.

>

> Once this is submitted the Board will review the information and decide if they will review the appeal. The account holder petitioning for review of the disputed charges may attend any board meeting after the Board has decided to review their appeal.

>
> SO, I have attached to this email all the information the Sewage Billing Office has on your leak so that should cover all the detail about the leaks, that you had them fixed etc.

>
> I would recommend that you simply respond to everyone I have copied on THIS EMAIL and focus your attention on item number 2 and item number 3.

>
> IMPROTANT Information:

>
> * Jennifer Bolen.
Jennifer.bolen@terrehaute.in.gov<mailto:Jennifer.bolen@terrehaute.in.gov> or 812-244-4903, she will make sure to collect all the paperwork and get your initial appeal on the boards agenda.

>
> * Board of Sanitary Commissioners meet on the 1st and 3rd Tuesday of the month. They meet in the 3rd floor conference room at City Hall. They meet at 10:00 a.m.

>
> Sincerely,

>
> Brad Speidel
> Sewage Billing Specialist

>
> 812-244-2316

>
> From: Speidel,Brad
> Sent: Monday, January 30, 2017 12:35 PM
> To: 'trubble@ma.rr.com'
> Cc: Sewage Billing
> Subject: Sewer Leak Mr. Rukes Acct 3100165794

>
> Mr. Rukes,

>
> I want to follow up with you about our conversation today regarding your leak.

>
> We want to make sure that all credits and adjustments are posted to your account. As discussed we need to have the American Water adjustment posted to your account and then the City of Terre Haute will post our additional leak adjustment and credit the delinquent fees etc.

>
> Finally, as we spoke it would be a good idea to pay your "normal amount" on your bill for your sewer fees and solid waste fee (trash fee).

>
> Thank you for your patience as we work through this process.

>
> Sincerely,

>
> Brad Speidel
> Sewage Billing Specialist

>
> _____

>
> CONFIDENTIALITY NOTICE: This e-mail message, including all attachments, is for the sole use of the intended recipient(s) and may contain confidential and privileged information. If you are not the intended recipient, you may NOT use, disclose, copy or disseminate this

information. Please contact the sender by reply e-mail immediately and destroy all copies of the original message including all attachments. Your cooperation is greatly appreciated.

> The City of Terre Haute 17 Harding Avenue Terre Haute, IN 47807

> -----

> ----- This email has been scanned for email related
> threats and delivered safely by Mimecast.

> For more information please visit <http://www.mimecast.com>

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March 28, 2017

**CITY OF
TERRE HAUTE
DEPARTMENT
OF ENGINEERING**

City Hall
17 Harding Avenue, Room 200
Terre Haute, IN 47807

Phone: 812.244.4903
Fax: 812.234.3973

www.terrehaute.IN.gov

DUKE A. BENNETT
Mayor

CHARLES W. ENNIS, P.E., S.E.
City Engineer
engineering@terrehaute.in.gov

To: Board of Sanitary Commissioners
Brad Bush, President
Tim Adams, Vice President
Jim Winning, Secretary
Chuck Ennis, Member
Larry Auler, Member

From: Bradley D. Utz
Director of Inspection
Department of Engineering

Re: Final Retainage Release and Final Acceptance for the Idaho St Floatables
Control Structure Project

Gentlemen,

As of March 27, 2017 all of the punch list items have been completed on this project and all documentation and lien waiver requirements have been met. Thieneman Construction has requested that the Board of Sanitary Commissioners accept the project and release the remaining funds from the retainage escrow account. All of the items have been verified as complete by the project inspector and this office recommends approval of Thieneman Construction's request.

Sincerely,



Bradley D. Utz
Director of Inspection
Department of Engineering

Cc: File

March 28, 2017

**CITY OF
TERRE HAUTE
DEPARTMENT
OF ENGINEERING**

City Hall
17 Harding Avenue, Room 200
Terre Haute, IN 47807

Phone: 812.244.4903
Fax: 812.234.3973

www.terrehaute.IN.gov

DUKE A. BENNETT
Mayor

CHARLES W. ENNIS, P.E., S.E.
City Engineer
engineering@terrehaute.in.gov

To: Board of Sanitary Commissioners
Brad Bush, President
Tim Adams, Vice President
Jim Winning, Secretary
Chuck Ennis, Member
Larry Auler, Member

From: Bradley D. Utz
Director of Inspection
Department of Engineering

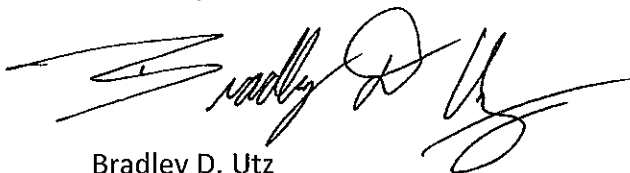
Re: Final Retainage Release and Final Acceptance for the High Rate
Treatment Facility Project

Gentlemen,

As of March 20, 2017 all of the punch list items have been completed on this project and all documentation and lien waiver requirements have been met.

Thieneman Construction has requested that the Board of Sanitary Commissioners accept the project and release the remaining funds from the retainage escrow account. All of the items have been verified as complete by the project inspector and this office recommends approval of Thieneman Construction's request.

Sincerely,



Bradley D. Utz
Director of Inspection
Department of Engineering

Cc: File