

Tippecanoe & Chapman Regional Sewer District Board Meeting Minutes

North Webster Community Center – P.O. Box 572 North Webster, IN 46555-0572

The Tippecanoe Chapman Regional Sewer District Board met in regular session on Monday, January 11, 2021 6:30 pm at the North Webster Community Center and via Zoom

MEETING ATTENDANCE: Meeting was called to order at 6:30 pm by Jon Tyler with the pledge of allegiance.

ROLL CALL:

TCRSD Board: Jon Tyler, Ed Ormsby, Bob Weaver, Jeff Thornburgh, Chuck Simpson, Kim Hathaway, Brian Davison
Carson, LLP: Atty. Andrew Boxberger
Baker Tilly: Jeff Rowe
JPR: Ken Jones, Steve Henschen, P.E., Dan Byam, P.E., Victoria Trujillo

APPROVAL OF MINUTES (December 14, 2020)

Chuck Simpson motions for approval of meeting minutes. Motion seconded by Jeff Thornburgh. Motion approved unanimously.

INTRODUCTION

Brief introduction of the new appointed TCLRSD Attorney (Andrew Boxberger)

APPROVAL OF INVOICES/CLAIMS

- 1.) Baker Tilly – professional services rendered in the amount of \$1,345.00 (11/23/2020-12/30/2020)

Motion made by Chuck Simpson for the approval of submitted claims from Baker Tilly. Motion seconded by Ed Ormsby. Motion approved unanimously.

JPR PROJECT UPDATE

Steve Henschen provided the status of JPR's on-going tasks.

PER

Once the PER is complete, JPR will send out a Sky Site link via email for the Board to review.

DESIGN

The first draft for general pipe alignment is complete for the design portion of the project. Crews are evaluating grinder station locations to determine what the cost impacts might be.

JPR is preparing the design for the base map layout.

PROPERTY OWNER DATABASE

This database is complete for both Tippecanoe Lake and Chapman Lake areas.

SURVEY WORK

This work is on-going.

ENVIRONMENTAL & HISTORICAL ARCHAEOLOGICAL REVIEW

The initial work has been completed for the environmental review and a report is being prepared. The historical archaeological review is well underway. Review meetings are being conducted.

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Both of these reports will be assembled as part of the PER that will be finalized and submitted.

WEBSITE

Meeting dates have been posted for January, February and March. Meeting dates will be posted for the remainder of the year.

Ken made a closing update remark that JPR is very aware of the project schedule and is right on track. The Board has been diligent in meeting JPR's requests. As of now, the project is on schedule. The PER is a critical part of this project and will leave it up to the Board to discuss the date of the Public Hearing. Ken and Jeff Rowe had a discussion on the preliminary rate report and asked the Board for the approval to begin this work.

Jeff Rowe provided his input on funding and the preliminary rate report to provide to the funding agencies (SRF and State Revolving Fund). This task has been approved by the Board in the initial formal scope of work.

REVIEW PER EXECUTIVE SUMMARY

JPR sent out the Executive Summary.

Steve Henschen provided this Executive Summary handout to the Board and meeting attendees for review.

Customer connection summary.

Discussion on grinder pump, pressure and vacuum sewer option.

Steve Henschen provided graphics to the Board and meeting attendees of sewer and treatment options.

With the pressure sewer option, there are four main lift stations, two (2) on Tippecanoe (one on the North side and one on the South side near Oswego). The main lift station is on the North end of Chapman and there is small lift station on the South end of Chapman with a force main that will take the flow in a different direction.

The difference between a vacuum and pressure sewer system is a pressure sewer is higher operating cost and a lower capital cost. With a vacuum sewer you will have a lower operating cost and a higher capital cost.

Present worth analysis looked at capital cost associated with 20-year operation and maintenance costs. This analysis shows the lower cost alternative.

JPR looked at two treatment provider options (Lakeland & Warsaw).

The four options include:

- Pressure to Warsaw
- Pressure to new treatment plant
- Vacuum to Warsaw
- Vacuum to new treatment plant

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JPR analyzed the cost for both Warsaw and new treatment plant and there is a cost difference between the two options (pressure and vacuum).

Pressure sewer with a new treatment plant – \$43M
Vacuum sewer with a new treatment plant – \$53M

Pressure sewer to Warsaw – \$38M
Vacuum sewer to Warsaw – \$47M

O&M Cost

Pressure with a new treatment plant – \$800k
Vacuum with a new treatment plant – \$650k

Pressure to Warsaw – \$950k
Vacuum to Warsaw – \$780k

Present Worth Analysis (lowest net present worth cost for the scenario)

Pressure sewer system to Warsaw – \$48.2M
Pressure sewer to a new treatment plant – \$48.3M

Vacuum Sewer to Warsaw –\$51M
Vacuum sewer to a new treatment plant –\$53.7M

Capital cost is at \$38.8M and the budget in the initial study (2017/2018) was around \$37.5M.

Ken indicated JPR is obligated to satisfy the funding resource requirements to select the most cost-effective project based on both capital and operating costs.

DISCUSS OVERALL PROJECT SCHEDULE

Preliminary Engineering Report (PER).
The PER will be distributed to the Board within the next day or so.

DISCUSS TIMING FOR PER PUBLIC HEARING

The Public Hearing will need to happen by March and it is the second to last step needed to satisfy the requirements for the approval of the Preliminary Engineering Report (PER). The costs, what the recommended system is, and details about the overall project schedule will need to be determined. The Public Hearing is held to receive public comment on the design.

Steve suggested that the Public Hearing take place before or separate from the next Board meeting.

There is a separate notice requirement for the Public Hearing that will need to issued (10-day published notice).

A record of the public hearing will need to be submitted along with the rate report.

The submittal to SRF is due in March, therefore, the Board discussed setting the date for the public hearing.

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The Board agreed to hold the Public Hearing on Monday, February 8th, 2021 and the Board will need to coordinate with Kelly Horn for reservation of the gym.

Written comments need to be accepted for at least five days after the hearing.

ENGINEERING SUBCOMMITTEE DISCUSSION

The two issues needing to be addressed by the Board included the grinder pump location/installation and the electrical service.

Jon Tyler indicates the Board's recommendation of the pressure system with connection to Warsaw.

Jon Tyler asked if it is the responsibility of the District to take on the cost to provide electricity to those individual grinder pumps or should it be the responsibility of the homeowners to provide that service from their home?

The District will be responsible for installing the electrical system and the District will be billed directly from the power company for electrical usage for grinder stations

Most of the pressure sewer system will be directional drilled, therefore, the only place they will have excavations is at the lateral connections pressure sewer line connection points and grinder stations.

The sub-committee looked at four considerations: cost, functionality, aesthetics, and customer disruption. The pressure sewer system seemed to be the most favorable in all four of these categories.

There are pros on the vacuum system that would include no electricity.

JPR worked with Air Vac to make it as cost effective as possible.

JPR assumed in their project concept that there would be a very short run of lateral from the main onto the private property that would be served by that grinder pump. They estimated about 30' per lateral. There will also be more shared grinder pumps than single grinder pumps as a cost saving measure. Grinder pumps are made to handle multiple connections.

Another issue the sub-committee discussed was the removal of the centralized electric system since the project consists of multiple homes on a single grinder and they would run into an issue with the switches because each one would need its own electrical panel. This would be a significant expense to the District.

The committee recommends that grinder stations be located as close to the main line/right-of-way line as possible, but in no case more than 100 feet onto the property. There may still be cases where a property owner may have to pump from their system/house to the District's grinder pump.

Discussion on adding mobile home park West of Chapman Lake

Ken indicated that the owner of the mobile home park reached out to him and is looking to solve their wastewater treatment issues.

The number of mobile units is 182 total. This is around 7.5% of total customers.

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JPR, Baker Tilly and Attorney Boxberger can provide guidance for the schedule of residential equivalents; however, this is a decision the Board will need to make.

Ken would like to have this discussion with the City of Warsaw to make sure the City agrees.

The Sub-Committee would like to continue to refine and give some leeway on how far they will go with the grinders.

The Board will provide the public with their preliminary recommendations in February.

PUBLIC INPUT

Question: With the different proposals that were considered with the cost and operating expense, was there any consideration with timing for each of the different treatment options (vacuum vs pressure vs a new treatment system). Is there any difference in the timing of the projects?

Answer: The project schedule has been contemplated but one of the issues was the construction not needing to wait until early 2024. Any of these four options that were presented are fit for that concept, except for permitting of a new treatment plant. This option may have permitting delays.

ADJOURNMENT: Motion to Adjourn made by Ed Ormsby at 7:46pm.