

**RUSHVILLE CITY UTILITIES**  
**601 W 3<sup>RD</sup> St.**  
**Rushville, IN 46173**

Minutes of the Utility Board Meeting, October 16, 2013  
The Utility Board met at Rushville City Utilities Office @ 5:00 P.M.

Greg Coffin was running late so Michael Singleton called the meeting to order.

Roll Call was taken.

Board Members Present:

Greg Coffin  
Michael Singleton  
Tim Sheehan  
Phil Starkey  
Brian Bess

Others present:

Les Day                      Facility Manager  
Gina Jenkins              Office Manager

Brian Bess motioned to approve the board minutes from the September 18<sup>th</sup> meeting. Phil Starkey seconded the motion. The motion carried.

Les Day reviewed the financial report for the month of September. The Water Operating report did not show N.P.D.E.S. violations for the month. There were 27.99 million gallons of water pumped, with 26.89 million gallons of water treated. Water plant personnel responded to 8 service calls for billings and customer requests. There were 12 customer requests to check for leaks. There were 20 line locates. There were 4 complaints due to rusty water. There were 42 connects and 47 disconnects for the month, with the total customers being 2,780.

The Operating Report for Wastewater showed no N.P.D.E.S. violations for the month. There were 17.84 million gallons of wastewater treated, for the month. It was reported that there was a total of .97 inches of precipitation, for the month.

There were 6 sewer complaints checked. There were 2,000 feet of sewer mains cleaned from sewer complaints. 18,100 gallons of septic sludge was accepted for the month of September. There was no dye tests ran.

Les Day went over the Operating report with the Board members. He told everyone that the unaccounted loss of water that was reported was due to the leak on Spencer Street and also the hydrants were being flushed during the last few days of September.

Then Les said that the Pre-bid for the CSO Treatment Plant will be on Monday October 28, 2013 at the Wastewater plant.

During the Office Manager's report, Gina Jenkins told everyone that the State Board of Accounts audit has been completed, and that there were no issues found by the auditors.

Also, she told everyone that the new water and sewer rates software will be sent out in the mail to her on Monday, October 21<sup>st</sup> and that she and the other office personnel will be manually checking the new rates to make sure that they are correct before the billing is processed for November.

Then Gina mentioned to the Board members that the new credit card terminal is working out well and that there have been no complaints about the \$3.00 service fee so far.

Michael Singleton told Les that since the Wastewater plant is fully manned with 4 employees now, he would like to have Les make a schedule for routine jetting of the sewers. Everyone agreed that a schedule is needed as a preventive maintenance measure.

Greg Coffin said that Mayor Pavey would like to have a note put on the bottom of the bills for November to let the citizens know that there will be new trash containers supplied to the residents at the expense of the City.

Les told everyone that John Skomp with Crowe Horwath told him that City Utilities cannot get a SRF loan for the 16<sup>th</sup> Street project. John said that City Utilities would have to go through a local bank for the loan. Les said that he has not received the information on what will be owed for water and wastewater portions of the project yet.

Ann Copley, Clerk-Treasurer, had spoken to Les about a new server being installed at City Hall to accommodate all of the departments' computers through the new fiber optic lines. The cost of the new server will be \$12,000.00. Ann told Les that City Utilities' portion of the cost would be \$4,000.00. Gina told everyone that Keystone software had refunded City Utilities the \$4,000.00 that would have covered their portion of the new Key-Fund software since they are going to be directly connected to the City of Rushville's software. The money refunded could pay for City Utilities' portion of the new server. Michael Singleton motioned to approve the money being spent for the new server. Brian Bess seconded the motion. The motion carried.

Phil Starkey checked the claims for the month. Phil motioned to approve the claims. Tim Sheehan seconded the motion. The motion carried.

Butch Singleton motioned to adjourn. Phil Starkey seconded the motion. The motion carried.

The next regularly scheduled meeting will be November 19, 2013 at 4:30 p.m. at the Council Chambers.

There being no further business, the meeting was adjourned.