

Members Present: Del Fredde, Greg Hansen, Nathan Tueller, Jeff Hollingsworth

Members Excused: Josh Braegger, Rod Mund

Others Present: Gaylene Nebeker – Board Secretary

1. Welcome and Call to Order

Chairman Fredde welcomed everyone to the meeting.

2. Approval of Minutes

MOTION: A motion was made by Board member Hansen to approve the October 16, 2018 minutes as written. The motion was seconded by Board member Tueller. The motion carried with a unanimous vote.

3. Agenda Items

A. Declare Conflict of Interest, If any

B. Approval of the Agenda

MOTION: A motion was made by Board member Tueller to approve the November 20, 2018 agenda. The motion was seconded by Chairman Fredde. The motion carried with a unanimous vote.

C. Public Comments (if any)

D. Plant Manager Items – Jeff Hollingsworth

Jeff Hollingsworth reported on monthly maintenance issues. He stated the step screen failed and he contacted Huber who would be sending out new wear bars and screw but would need the gear box to machine custom screws to match the gear box.

He had a voice mail from a Mr. Hall about water discharge he did not return the call but contacted Del Fredde and Mayor.

Bubbler level sensor failed in the wet well. October DMR report sent to EPA. Paul Krauft sent a Technical Data and Memorandum. The grit system was down for 4 days with problem found in vacuum system. There were issues with Southwest D.O probe coming off the wall and was reinstalled with new 3/8 inch lag bolts. Board member dinner at Maddox on December 12th at 6:00 p.m.

Policy and Procedures were discussed with Chairman Fredde stating Willard City Council approved the Policy and Procedures and Perry City Mayor and Attorney were reviewing and would be making a few changes. Board member Tueller stated they will make 4 small changes (see handout with redlined changes) and will be adopted during their December meeting and should be amended during a Willard City Council meeting and then signed by both Mayor's.

E. BOD loading from 3 outfall lines – Perry, Willard and Flying J

Jeff Hollingsworth stated in a conversation with Paul Krauft the plant could have problems down the road with high loading. If high loading continues it could overload the plant and suggested they find a way to get it under control. He stated at this time the plant is up to 300 and could go higher during the holidays. Jeff is doing everything to keep the numbers low. In the future if everything is running and the plant continues with spiking numbers the plant could receive violations. Board member Tueller asked for clarification of overloading. Jeff stated the plant is designed for 200 BOD and TSS and allowed 200 parts per million on both BOD and TSS (Total Suspended Solids). Jeff explained the plant can only produce so much oxygen up to a certain point and then cannot produce any more. Jeff said the plant can run at a million gallons a day and they are currently running approx. 600,000 a day. Board member Hansen stated as more connections are made and more flow goes through the plant is where there will be major issues. Board member Tueller said the plant is only running on half the gears and asked what will happen when the other half is running. Jeff stated they would run slower and will have more gears and chains in operation. All sewer plants are made to run 200 parts per million. He could start both sides up but is only running each side every other month to save on cost. If the sewer plant continues with high BOD and TSS loads suggested that each city may be required to implement a pre-treatment program that would eliminate their solids before it gets to the plant.

Board member Hansen asked if the Influent Composite Sampler was the one suggested in the letter. Jeff stated this item is on a wish list and said he would start looking for used ones. This device will be installed inside the plant and have its own battery power and will also be portable and can be programmed to take samples every 15 minutes. A new one cost \$4800 but could possibly get a used one for around \$1500. Discussion was held on how it is used to take samples.

Chairman Fredde asked if we needed to look at Policy and Procedures from other cities on how they take samples. Jeff stated each city does an Industrial Survey each year and suggested each city fill out the survey and have the maintenance personnel also go out and take samples. Chairman Fredde asked if Willard and Perry should set limits for what happens when readings go high. Board member Hansen stated in a letter from Leland Meyers the plant was give 3 options: do nothing, implement the Regional Wastewater Treatment Program or fine offenders. Chairman Fredde suggested making a recommendation to establish a policy that will allow each city the backing to go after anyone who causes high loading at the plant.

F. Discussion on letter and or information from Paul Krauft

This item was discussed above.

G. December Sewer Board Meeting

MOTION: A motion was made by Chairman Fredde to cancel the December Sewer Board meeting. The motion was seconded by Board member Hansen. The motion carried.

H. Board Member Items

Chairman Fredde talked about an agreement that needs to be signed for the Insurance Company for both cities. He also talked with Blue Ox Development who had questions about the how the sewer plant was going to handle future schools as the cities build out. He told them they would be treated like any other customer as long as there is capacity available. He also asked as a future developer where the money would be coming from for the expansion of the sewer facility. He was told as a developer he would need to contribute funds. Blue Ox also talked about being in the county and using the facility for when they develop.

Board member Tueller has talked with County Commissioners who say the load the county is carrying for South Willard is becoming very intense and there will be some hard decisions by the county on what they want to see done. He felt no immediate action needed to be taken at this time but there may come a time when annexation or incorporation will be discussed.

Chairman Fredde talked about a wish list he asked Jeff Hollingsworth to put together for budget discussion at the January meeting.

Board member Hansen suggested a budget item to discussion paying the board secretary an hourly rate for keeping the records so it is not the responsibility of one city to always pay for her time.

Board member Tueller discussed a question from Blue Ox about plant expansion and he stated when there is money left over in the budget it goes into an expansion fund and said there is money in that fund but not enough to fund the expansion of the plant.

I. Payment Approval - have been signed

4. Action Taken

5. Items for the Next Agenda (if any)

Agenda items to discuss budget, setting up payment services for Board Secretary.

Board member Tueller will have budget information for January 15th meeting.

6. Adjournment of the regular meeting

A motion was made by Board member Hansen to adjourn the November 20, 2018 Sewer Board meeting. The motion was seconded by Board member Tueller. The motion carried with a unanimous vote. The meeting adjourned at 6:20 p.m.

Minutes were read individually and approved on **January 15, 2019**