

**SANITARY BOARD**  
**August 17, 2023**  
**10:00 A.M.**

**THE MEETING OF THE SANITARY BOARD FOR THE CITY OF CHARLESTOWN  
WAS HELD ON THURSDAY, AUGUST 17, 2023 AT 10:00 A.M. AT CITY HALL WITH  
MAYOR TREVA HODGES PRESIDING.**

Board members present were Nathan Grimes and Ryan Hodskins. Also present was Clerk Treasurer Donna Coomer.

**Pledge of Allegiance**

**Agenda**

Treva Hodges entertained a motion to approve the agenda. Motion made by Ryan Hodskins, second by Nathan Grimes. Passed 3-0.

**Standing Business**

Mayor Treva Hodges entertained a motion to approve the minutes from August 3, the payroll voucher from July 30 to August 12 and the claims. Motion made by Nathan Grimes, second by Ryan Hodskins. Passed 3-0.

**Public Comment-none**

**Charge-Offs**

Clerk Treasurer Donna Coomer presented the charge-offs in the amount of \$679.65.

Treva Hodges entertained a motion to approve the charge offs. Motion made by Ryan Hodskins, second by Nathan Grimes. Passed 3-0.

**Notice of Award**

On July 10, the Common Council approved the notice of intent to award the contract for the wastewater treatment plant to Pace Contracting in the amount of \$39,878,000.

Treva Hodges entertained a motion to award the construction contract for the water reclamation facility project to Pace Contracting LLC, subject to Indiana State Revolving Fund approval and closing on funding with the Indiana Finance Authority. Motion made by Nathan Grimes, second by Ryan Hodskins. Passed 3-0.

## **Bond Update-Matt Duncan, Frost Brown Todd**

Attorney Matt Duncan provided an update on the bond closing. They have drafted the closing documents which should be provided next week. The Council approved the Intent to Award and Notice of Award was approved today. The notice of adoption for the bond ordinance was placed in the paper, beginning the 20-day objecting period which expires on August 30. Upcoming dates to note:

September 5-Deadline for Baker Tilly to submit due diligence documents and Frost Brown Todd to submit drafts of the closing documents to the SRF

September 8-signature pages will be circulated

September 19-pre-closing meeting with the SRF at 1p.m.

September 29-bond closing

October 5-Sewer Board will issue the notice to proceed to Pace Contracting

The groundbreaking will be held in October.

## **Operator Update**

Operator Tim Crawford provided an update on plant operations. The facility has remained in compliance. The biosolids removal was elevated as a result of the cleaning of the Spring Street retention basin.

Mr. Crawford mentioned that Pace Contracting would like to begin moving their equipment to the construction site. They have provided their certificates of insurance.

Treva Hodges entertained a motion to allow Pace Contracting to store their equipment on site. Motion made by Nathan Grimes, second by Ryan Hodskins. Passed 3-0.

## **Engineering Update**

Lori Wyatt with JTL presented an engineering update. She provided a draft of the amendment to the design contract to cover the construction inspection services. This is to clarify the scope of the services during construction. There is not a fee listed on the draft. Jim Hagerty added that the fee was omitted because they are still putting together numbers to allow the Board to make cost comparisons with other projects and engineering firms.

The Board discussed the costs outlined in the original agreement. The Mayor clarified that while they bid on the entire project, the inspection services cost was left as “to be negotiated at a later time.” JTL will provide the cost within the next week so the Board and attorney can review before the next meeting.

Ms. Wyatt also updated the Board on the new secure portal to allow applicants to submit sanitary sewer construction permits and supporting documents for review from the City’s website. This provides greater efficiency and prevents any applications from being overlooked.

Construction is underway for the IAW discharge. All the force mains have been located accurately. One will need to be relocated. IAW will cover that cost.

**Adjournment**

Treva Hodges entertained a motion to adjourn. Motion made by Ryan Hodskins, second by Nathan Grimes. Passed 3-0.

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TREVA HODGES, MAYOR

\_\_\_\_\_  
DATE

ATTEST:

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DONNA COOMER, CLERK TREASURER

\_\_\_\_\_  
DATE