

**SANITARY BOARD**  
**July 7, 2022**  
**10:00 A.M.**

**THE MEETING OF THE SANITARY BOARD FOR THE CITY OF CHARLESTOWN  
WAS HELD ON THURSDAY, JULY 7, 2022 AT 10:00 A.M. AT CITY HALL WITH  
MAYOR TREVA HODGES PRESIDING.**

Board members present were Ryan Hodskins (via Zoom) and Nathan Grimes. Also present were Clerk Treasurer Donna Coomer and Attorney Beau Zoeller.

**Pledge of Allegiance**

**Agenda**

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

**Standing Business**

Treva Hodges entertained a motion to approve the minutes from June 16, the payroll voucher from June 12 to July 2, and the claims. Motion made by Ryan Hodskins, second by Nathan Grimes. Passed 3-0.

**Public Comment-none**

**Operator Report**

Operator Tim Crawford gave an update on operations. He will provide a monthly operations report at the second meeting of each month when the values are finalized, but noted we were in compliance in June. The vector truck and televising trailer are operational and will be in use more frequently. Mr. Crawford wanted to commend his staff on their efforts to maintain compliance.

The 100 hp pump motor at the Highway 62 lift station needs rewinding. The quote was for \$8,971.55.

Treva Hodges entertained a motion to approve the Highway 62 pump repair. Motion made by Nathan Grimes, second by Ryan Hodskins. Passed 3-0.

**Engineering Report**

Michael Harris with JTL provided an update. The design of the plant continues. He will arrange a meeting with Mr. Crawford to discuss the process and design parameters. The report (anti-degradation study) is ready for IDEM regarding the new outfall location which should result in a big cost savings.

The Highway 62 lift station will be relocating across the street and they will be coordinating with Heritage Engineering who is working on the Depot Street project on the permits from INDOT. On Tuesday we were informed that IAW will be relocating a water line for the Depot Street project which could affect the driveway to the pump station. The Spring Street project has been delayed by the flow monitoring results. He sent an email to push for the information. There will be upcoming discussions about how the Shadow Lake project could impact the Spring Street lift station, but plans are moving forward assuming the location will remain the same. IAW wants to discharge from the treatment plant into the pump station across from that property. The Agreed order was official last week. JTL will meet with the City on July 13 to discuss the reports that are due. A developer submitted a capacity request, but it was sent to the wrong address. That has been corrected and forwarded to the correct persons.

### **Severance Agreement**

The Board was presented with a severance agreement for the former operator.

Treva Hodges entertained a motion to approve the severance agreement and allow her to execute the documents. Motion made by Nathan Grimes, second by Ryan Hodskins. Passed 3-0.

### **On-Call Pay**

Operator Time Crawford presented a memorandum regarding on-call pay. He would like the board to consider offering each employee 8 hours of straight time per seven-day on-call period since they are required to be accessible within a one-hour period if they are on-call. This restricts their ability to travel or attend any functions that impair their ability to respond. This would be in addition to the 2 hours of overtime that are received for each call-out.

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

### **Answering Service**

Operator Time Crawford requested that we utilize Metro Answering Service for an after-hours answering service. The cost is \$99.50 per month for the first 100 calls. This would streamline the process and ensure that each customer was able to speak with a live person.

Treva Hodges entertained a motion to approve engaging Metro Answering Service. Motion made by Nathan Grimes, second by Ryan Hodskins. Passed 3-0.

### **Adjournment**

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

Treva Hodges  
TREVA HODGES, MAYOR

07/21/2022  
DATE

ATTEST:

Donna S. Coomer  
DONNA COOMER, CLERK TREASURER

7/21/22  
DATE