

Mary Lou McFadden brought the meeting to order at 9:00 a.m.

Public Works Department Heads present:

Tom Dolph / Streets Superintendent, Greg Parrish / Water Superintendent

Public Works Committee members present:

Mary Lou McFadden (chair), Don Reinke, Rick Remijas, John Wall attended in person.  
Scott Popp attended via Zoom; Laurel Kuczynski and Ernie Summers were not present.

Others present: Chief Swistek, Town Administrator;

Robert LeMay / Town Council President and resident Zafar Rizvi attended via zoom.

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Approval of February 27, 2023 Meeting Minutes

D. Reinke made motion to approve; S. Popp 2nd / a roll call vote was taken; all in favor

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Water Department Field Report (Greg Parrish)

- Meters have been read and water samples were tested, with no problems.
- The 2022 water audit was validated and sent to IFA (Indiana Finance Authority). Greg reported that the audit shows that LB Water system is tight; all water is accounted for with minimal water loss. John Wall asked for specifics. LB Water loss is at 3%; IDEM's concern begins at 11% and greater.
- Construction of the retaining wall below the LB water tower will start very soon; materials arrived this morning. Jakab Falatovics Construction will be doing the work. Chief Swistek asked if he will need to do road closures; Greg does not think so, but will let him know if need be.
- IDEM released their new guidelines for upcoming lead and copper inventory. They will be providing a template for data entry; all data must be submitted by October 16, 2024. IDEM wants to know what kinds of service lines are coming into homes. Although maintenance of this portion of customer water service is not the Water Department's responsibility, IDEM wants data regarding presence of galvanized pipes vs copper or plastic pipes. Upgrades to copper or plastic pipes installed during the Lake Shore Drive project will be reflected on the IDEM inventory.
- Update on the 2023 Lake Shore Drive upgrades project: all items on the material list are expected to arrive by end of April or early May. Chief Swistek asked that Town Council be informed when Water is ready to contact Haas Engineering regarding bidding. Greg anticipates that the project will start no sooner than winter of this year but will more likely begin in the spring or summer of 2024.

Streets Department Field Report (Tom Dolph)

The 2022-2 CCMG (Community Crossing Matching Grant) project was awarded to Milestone Contractors.  
This is a small paving and crack sealing project for 2023.

Streets (continued)

Regarding 2023-2 CCMG project for late fall: Tom said discussion of options is a work in progress.

Regarding Stop 17 drainage: no update since last month.

Regarding alley repairs / paving project: no update since last month.

Water Department Old Business (Mary Lou McFadden)

-- Water is still waiting to hear back from Chris Willoughby regarding new ordinance for charges on vacant lots.

Mary Lou will follow up with him asap.

-- In January 2022, Lynne contacted Mike Laesch VP Client Relations at Civic Systems regarding setting up real-time interface for accounts receivable credit card payments that would be recorded in cash receipting on same day. This is specifically what customers have regularly requested. At that time, Mike said their existing method was not user-friendly enough and he expected to be able to offer an improved service by spring. It took a bit longer; their portal is now ready.

Mary Lou made a motion for Water to follow through with setting up this payment option for Town/Water customers.

Don Reinke 2<sup>nd</sup> / a roll call vote taken / all in favor.

Public Works New Business (Chief Swistek)

Chief Swistek discussed need for reviewing 5-year capital infrastructure plan for Town. Tom Dolph and Greg Parrish will be meeting with him to review any drainage and paving issues that need to be addressed .

Water Department New Business (Mary Lou McFadden)

-- Billing/payment adjustments 02.25.23 – 03.26.23: Lynne worked with Civic to make a payment adjustment from 2022 and related reversal of late charges. There were no other adjustments and no requests to reverse late charges.

-- The LB Country Club recently had a leak in their service line which resulted in \$830 water usage; they have asked if Water could reduce the charge. Greg Parrish said when our customers request this, it has been long-standing policy to suggest that customers file an insurance claim to cover this kind of loss, because as a purchase water system, we cannot.

Rick Remijas made a motion to keep present policy; Don Reinke 2<sup>nd</sup> / a roll call vote was taken / all in favor.

Anything from the floor - no comments from the floor.

Adjournment

A motion to adjourn was made by Scott Popp; Mary Lou McFadden 2<sup>nd</sup>. All in favor. The meeting was adjourned at 9:17.

Next Meeting April 24, 2023 (please note: this meeting date was subsequently rescheduled to 5/22/23.)

Respectfully submitted by Lynne Conlon