

**Delaware County Regional Wastewater District  
Board of Trustees**

**December 7, 2022**

**Members present, roll call:** Mr. W. Walters, Mr. R. Maynard, Mrs. J. Boyce, Mr. R. Hensley, Mr. P. Olson, Mrs. B. Ragland, and Mr. M. Jacobs.

**Ex-Officio Member:** Not present

**Staff present:** Director Richards, Mrs. P. Ring, and Attorney Struble

**Others present:** None

**President Walters called the meeting to order at 3:00 p.m.**

**Mrs. Boyce motioned to approve the November 2, 2022 meeting minutes. Mr. Olson seconded. Motion passed 7-0.**

**Mr. Olson motioned to approve the claims from October 31<sup>st</sup>, 2022 through November 30<sup>th</sup>, 2022 totaling \$209,083.99. Mr. Maynard seconded. Motion passed 7-0.**

President Walters stated Salary Ordinance 2023-01 was introduced at the November 2<sup>nd</sup> meeting and is ready for a vote. **Mr. Jacobs motioned to approve Salary Ordinance 2023-01. Mr. Maynard seconded. Motion passed 7-0.**

Attorney Struble presented Hook-in Ordinance 2023-02 to the Board for approval. **Mr. Olson motioned to introduce Hook-In Ordinance 2023-02. Mrs. Boyce seconded. Motion passed 7-0.**

Director Richards read the disbursement requests for the Westbrook project. **Mr. Olson motioned to approve the following: Atlas pay app, \$3,059.00; Atlas retainage, \$23,639.00; Commonwealth, \$436.00; Commonwealth/Atlas change order A8, \$3,220.00; Kleinpeter, \$5,000.00; for a total of \$35,354.00. Mr. Jacobs seconded. Motion passed 7-0.**

Director Richards reported the amount due for delinquent accounts is \$1,184.26 this month and last month the total was \$3,687.36. There has been new piping installed at 500 W and the valve pit has been redone which was approved with a previous change order. What is left to rehab the concrete inside the wet well of the 500 W lift station. We have seen a substantial drop in inflow and infiltration at lift station 600 W since the Westbrook project has been completed.

Attorney Struble forwarded the proposed Muncie Sanitary District contract to Mr. Bellucci of Commonwealth Eng., and Mrs. Wilson of CROWE, for their comments. Once we have their input we will draft a response to them. TK Constructors has decided to remove the structure that would need to be hooked in to our sewer line. Attorney Struble was served notice on an old judgment placed by a different attorney for a property we do not service. She will file a release of judgment.

Ashli met with Director Richards to go over future District projects; she will be disbursing several articles regarding those. They have already put out information on the website and Facebook for the public meeting at Daleville Town Hall. Google and Facebook are doing well; they are keeping various day to day info up to date and have added new videos to YouTube. They are also sending out a monthly e-mail with pertinent information. Ashli needs access to the old domain which requires two factor authentication; still trying to get in touch with the former domain provider. Attorney Struble will send an e-mail to our former provider requiring them to get in touch with us.

Mr. Bellucci stated everything in Commonwealth's report has been touched on already. Regarding the sewer extension from the Town of Gaston to Wes-Del School, Commonwealth will have the planning report ready after the first of the year; same with the Oakville report. The signed Capacity Certification form we needed from MSD regarding the Royerton Relief sewer project was just received. We can advertise and start the 30-day bidding process.

Hearing no further comments, President Walters adjourned the meeting.

Respectfully submitted,

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Mr. W. Walters, President

# Commonwealth Engineers, Inc.

## Progress / Status Report

**TO:** DCRWD **Report Period:** 12-08-22 thru 01-04-23

**FROM:** CEI

**DATE:** 01-04-23

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### PRIOR REPORT ACTIVITIES:

- Updated quotations requested for CR 500 LS.
- Assembled Change Order No. 9 for CR 500 LS work.
- Wes-Del Sanitary Sewer Extension
  - CEI conducted site visit of the existing package WWTP.
  - MRO and population analyses completed.
  - Vendors contacted for costs and cut sheets on various equipment.
  - Drafts of Section 1-6 in development.
- Oakville Sanitary Sewer Extension
  - MRO and population analyses completed.
  - Drafts of Sections 1-3 in development.
  - Sections 4-6 to be developed pending design considerations.

### WORK ANTICIPATED:

- Complete remaining CR 500 LS work included in Change Order No. 9
- Potential Available Contingency - **\$11,805.58**

### ACTION ITEMS / ITEMS FOR DISCUSSION:

- Atlas Excavating Pay Application 21 - **\$49,971.89 (Final PPA)**
- Atlas Excavating Release of Current Full Retainage
- Change Order No. 9 - **\$43,239.31 (Previously Approved)**
- CEI Invoices
  - S18102 Delaware County RWD – Westbrook and Royerton
    - CEI Invoice 54528 - **\$311.33**
    - CEI Invoice 54314 - **\$6,867.52**
  - S20119 Delaware Co RWD – 2020 On-Call Engineering Services
    - CEI Invoice 54525 - **\$16,084.64 (Overlook Dr.)**
  - S22135 Delaware County RWD – Sanitary Sewer Extensions
    - CEI Invoice 54526 - **\$13,600.00**
    - CEI Invoice 54527 - **\$9,600.00**