

MEETING MINUTES

February 19, 2001

Invocation was given by Rev. Alan Wright.

Present on Roll Call: Mayor George Woodcock, Commissioners Jim Pfeister, Jack Emmons, John Fearheiley and Dick Shoaff.

Also Present: Administrative Assistant Merle Weems, City Attorney Tom Price, Chief of Police Jim Seaton, Economic Development Manager Bill Maples, Street Superintendent David Easter, Fire Chief Steve Partee, City Inspector Don Price, Water Superintendent Mark Weirich and Mike Neikirk represented City Engineer Dave Dallas, Waste Water Treatment Manager Rob Windes.

Absent: Ken Wood, Bruce Bottom and Louise Taylor.

MAYOR COMMENTS

Mayor Woodcock called upon City Administrator Merle Weems to discuss the sidewalk project on Oak Street. Mr. Weems stated that a motion would be needed to approve the Engineering Agreement for the Bike Path on Oak Street from Ninth Street to College Drive. Therefore, a motion was made and approved.

Mayor Woodcock stated a motion would be needed to approve the final payment of \$8,570.17 to Kieffer Brothers for the completion of the street and sidewalks on Thirteenth Street to Oak Street.

Mayor Woodcock appointed Commissioner Jack Emmons to the Advisory Board of the Southeastern Illinois Area on Aging.

Mayor Woodcock asked the Civic Organizations, sororities and clubs of Mt. Carmel to make donations of trees to be planted by City personnel throughout the City Park.

Mayor Woodcock addressed Subdivision Application 01-SD(13)-1 from Kieffer Lumber Company. The applicant, Al Kieffer, wishes to subdivide the total land area of seven (7) acres into two lots. A motion was made and approved.

Mayor Woodcock addressed Subdivision Application 01-SD(A)-1. This application is required for preliminary approval to re-subdivide the currently platted area and subdivide the remaining tract into separate lots for residential development. A motion was made and approved.

Mayor Woodcock called upon Commissioner Pfeister to elaborate upon Ordinance Number 752. Commissioner Pfeister explained that this Ordinance would help to control the City Trash Collection site. A motion was made and approved.

Mayor Woodcock called upon Commissioner Emmons for the financial report at this time.

COMMISSIONER REPORTS

COMMISSIONER JACK EMMONS - FINANCE AND SENIOR CITIZENS

Commissioner Emmons gave the following report.

Commissioner Emmons gave a written report on the General Fund:

Cash Investment balance as of 02/05/01	\$	100,418.00
Receipts:		33,264.00
Expenses:		65,797.00
Cash Investment Balance:		67,884.00
Garbage Fund Account beginning Balance:	\$	7,953.00
Receipts:		12,411.00
Expenses:		17,456.00
Balance:		2,909.00
Water Fund Account beginning Balance:	\$	28,719.00
Receipts:		39,539.00
Expenses:		35,554.00
Balance:		32,704.00
Unpaid:		16,062.00
Sewer Fund Account:	\$	31,705.00
Receipts:		22,851.00
Expenses:		28,483.00
Balance:		26,072.00
Unpaid:		12,644.00
Golf Course Fund:	\$	(132,583.00)
Receipts:		0.00
Expenses:		4,761.00
Balance:		(137,344.00)

COMMISSIONER PFEISTER - STREETS, CEMETERIES AND PARKS

Commissioner Pfeister gave the following report. (See attached copy)

COMMISSIONER SHOAFF - FIRE, HEALTH & SAFETY, GARBAGE, CITY HALL AND CIVIL DEFENSE

Commissioner Shoaff stated there has been five fire runs since the last City Council meeting with none being of a serious nature. Commissioner Shoaff stated that the Mt. Carmel Fire Department completed the refresher CPR course. This course will possibly be offered to all City employees. All interest in the CPR courses by any Civic Organizations or groups in Mt. Carmel should be directed to the Ambulance Service or Commissioner Shoaff to set up a schedule.

COMMISSIONER FEARHEILEY - WATER AND SEWER

Commissioner Fearheiley gave the following report. (See attached copy)

ADDITIONAL REPORTS

City Administrator Merle Weems stated that a 125,000 kw generator was purchased when the water system was switched over to the water wells. This system would provide water service for the residents of Mt. Carmel during power outages. Also, a meeting was held with the Merchant's Association concerning the birds dwelling in the trees, as well as the size of some of these trees, along Market Street. A decision to trim the trees for the time being and possibly filling in the concrete openings in and replacing with planters in the future.

Water Superintendent Mark Weirich gave the following report on emergency water supply. (See attached copy)

Waste Water Superintendent Rob Windes gave the following report. (See attached copy)

Economic Development Manager Bill Maples stated that the application for the Senior Citizens bus is due on April 16, 2001. Also, Mr. Maples will be attending a grant seminar for CDAP on February 21, 2001. The third draw-down request for the water tower project was being made and would bring the total federal funds received to date to \$730,000.00.

BUSINESS MOTIONS

A motion was made by Commissioner Pfeister and seconded by Commissioner Fearheiley to approve the engineering agreement for the Bike Path on Oak Street from Ninth Street to College Drive.

All present vote Aye. Motion carried.

A motion was made by Commissioner Emmons and seconded by Commissioner Shoaff to approve the final payment of \$8,570.17 to Kieffer Brothers for completion of the street and sidewalks on Thirteenth Street to Oak Street.

All present vote Aye. Motion carried.

A motion was made by Commissioner Pfeister and seconded by Commissioner Shoaff to approve Ordinance Number 752.

All present vote Aye. Motion carried.

A motion was made by Commissioner Pfeister and seconded by Commissioner Fearheiley to approve the Subdivision Application 01-SD-1 from Prairie Village.

All present vote Aye. Motion approved.

A motion was made by Commissioner Shoaff and seconded by Commissioner Emmons to approve Subdivision Application 01-SD-(13)-1 from Kieffer Lumber Company.

All present vote Aye. Motion carried.

A motion was made by Commissioner Fearheiley and seconded by Commissioner Emmons to pay all bills bearing the proper signatures.

All present vote Aye. Motion carried.

A motion was made by Commissioner Pfeister and seconded by Commissioner Emmons to approve the minutes from the last City Council meeting dated February 5, 2001.

All present vote Aye. Motion carried.

Meeting was adjourned.


Mayor

ATTEST:


City Clerk

CITY OF MT. CARMEL
COUNCIL MEETING AGENDA
Monday, February 19, 2001

1. Invocation - Rev. ~~Alan~~ Wright of the Keensburg Christian Church.
2. Roll Call. *Jim Summers*
3. Mayor's Report.
4. Commissioner Reports:

Jack Emmons.....Finances & Senior Citizens
James Pfeister.....Streets, Cemetery & Parks
Dick Shoaff.....Fire, Health Safety, City Hall
Garbage & Civil Defense
John Fearheiley.....Water & Sewer

Other Reports: Tom Price Jim Seaton
 Don Price David Easter
 Steve Partee Mark Weirich
 Dave Dallas Bill Maples
 Louise Taylor Merle Weems
 Rob Windes Ken Wood
5. Visitors to Address Council.
6. 01-SD-1 - Subdivision application from Prairie Village.
7. Appoint Commissioner Emmons to the Advisory Board for the Southeastern Illinois Area on Aging.
8. Ordinance No. 752 - Disposal of Trash.
9. 01-SD-(13)-1 - Subdivision Application from Kieffer Lumber Company.
10. Motion to pay all bills bearing the proper signatures.
11. Motion to accept the Minutes from the last Meeting of the City Council.
12. Adjourned.

Mt. Carmel Wastewater Treatment Facility Update

February 19, 2001

This report covers the last two weeks of operation.

Facility Performance

The Wastewater Treatment Facility performance has been good. TSS (Total Suspended Solids) and BOD (Biological Oxygen Demand) removal efficiencies are within acceptable ranges. Treatment has been good other than during and soon after the recent rains where inflow and infiltration upset the facility. Due to precautions we took, solids loss was kept to a minimum although the rain caused our system to be somewhat upset.

We have been pressing sludge the last couple of weeks. The press continues to perform well.

Several reports/renewals have been submitted to the various agencies over the last few weeks. These include:

503 Annual Sludge Report – This report is required by the US EPA and informs them the quantity and analyses of the sludge that we generate and land apply during the previous year.

Sludge Management Report – This report is similar to the 503 Annual Report however this report is submitted to the Illinois EPA each January and July.

Sludge Management Permit Renewal – This renewal application has been processed and sent to the Illinois EPA for the renewal of our permit to land apply sludge to farm land.

Discharge Monitoring Report – This report has been submitted to the Illinois EPA and is our normal monitoring report that is required each month.

Effluent Sampling – We have sent in samples of our effluent to Teklab. These samples are required by our permit at 18 months prior to the renewal of the permit. The tests are for metals in the effluent as well as oil and phenols.

Copies of each of these reports will be included in the monthly report.

Facility/ Lift Station Maintenance

Regular Maintenance duties were performed over the last two weeks. Including grounds maintenance (shoveling snow, picking up trash), lift station inspections, greasing of motors and bearings, painting, grit removal, etc. In addition the following repair work was completed:

- We have installed a line from our belt press sludge pump to the circulation pumps. This will give us the flexibility to transfer sludge to just about anywhere in the plant.

- A greaser motor and gear drive has been purchased and is being installed in the #1 Screw pump position.
- An alarm system for high level flow has been installed. This alarm will notify us of inflow and infiltration problem and also alert us of power outages at the facility.
- We continue to paint inside the facility on days when weather is bad.

Personnel/Safety

Dwight Hill of the Illinois EPA recently visited our facility and offered us some training and instructional materials. This arrived last week in the form of several operating manuals and video. As part of our ongoing training we viewed a video on the microbiology of activated sludge. Rob Windes, Norman Johnson, Mary Duckett, and Mark Weirich attended this training.

Rob Windes
Wastewater Plant Superintendent

Mayor and City Council
City of Mt. Carmel

RE: Emergency Preparedness of the Mt. Carmel Water Department.

Dear Mayor and City Councilmen,

The recent power outage that occurred had affected a great portion of Wabash County, which left many businesses and homes at a stand still. These events highlight the need to have an effective emergency preparedness plan in place. With this in mind, I would like to give you a status report on the preparedness of our department in the event of an emergency.

Currently, the Mt. Carmel Water Treatment Facility has the ability to produce and distribute, a rated capacity of 3.0 million gallons per day, from the treatment facility in the event of a power outage. The average daily consumption of Mt. Carmel stands at 1.0 million gallons per day. Therefore, we can more than adequately supply Mt. Carmel with fresh water in the event of an emergency.

Currently, we have an emergency generator in place at the water treatment facility, and a second portable generator for use at the well field and the Wastewater Treatment Facility. As was the case during this recent power outage, the portable generator was deployed and activated for use at the Wastewater Treatment Facility. In the event of an extended power outage, we can easily place this same generator at the well field to keep our wells operational. We also have a diesel powered pump on standby at the water plant, which can operate if no electrical power exists at all. We routinely operate this equipment to ensure their readiness in the event of an emergency. In the event that we cannot provide electricity to the wells, we also have the ability to pump water to the plant from the Wabash River. The lines from the river to the water plant were left in tact as part of the upgrade to the water plant. We have a portable gas powered pump on standby to deploy to the river if need be.

All Water Department personnel are trained in the operation of our emergency equipment and procedures. Our Water Maintenance department carries a large inventory of repair clamps and equipment for use in emergencies. They have up to date maps of the entire water distribution network and can isolate areas for repairs if necessary. We have access to equipment and manpower from neighboring utilities and we offer the same as well.

In summary, we stand prepared to respond to any emergency at anytime. Our people are highly trained and our equipment is in top shape. We have experienced many power outages and similar emergencies in times past, and our response was excellent. Our personnel will take every precaution to ensure that the water supply to our community will not be threatened. In the event of an emergency, you can rest assured that we will be manning our posts and doing what is necessary to keep your water flowing.

Mark A. Weirich
Superintendent
Mt. Carmel Water Department



THE CITY OF
**Mount
Carmel**

George W. Woodcock, Mayor

Phone (618) 262-4822 • Fax (618) 262-4208
219 Market Street • Mt. Carmel, Illinois 62863

Monday, February 19, 2001

Commissioner John Fearheiley
Water and Wastewater Division
City of Mt. Carmel

RE: City Council Report

Summary of Operating Activities

The following summarizes the operating activities for the month of **January** 2001.

System Delivery

- A. Total Well Water Pumped (MG): **29.643**
- B. Total Well Water Pumped (MG), year-to-date: **29.643**
- C. Total Finished Water Delivered (MG): **28.618**
- D. Total Finished Water Pumped (MG), year-to-date: **28.618**
- E. Maximum Daily Well Water Pumped (MG): **1.129**
- F. Maximum Daily Finished Water Pumped (MG): **1.434**
- G. Minimum Daily Well Water Pumped (MG): **.673**
- H. Minimum Daily Finished Water Pumped (MG): **.790**
- I. Average Daily Well Water Pumped (MG): **.934**
- J. Average Daily Finished Water Pumped (MG): **.923**

Unaccounted For Water

- A. Total Gallons Billed for January 2001 (MG): **19.779**
- B. Total Gallons Delivered for January 2001 (MG): **28.618**
- C. Total Gallons of Unaccounted for Water (MG): **8.839**

Maintenance personnel responded to 5 reported leaks for the month of January. These leaks varied in duration from overnight to several days before repairs could be made. This contributed to the high amount of unaccounted for water.

Unaccounted for water can be attributed to leakage and improper metering of services. As meters age, they will have a tendency to slow down and allow more water to pass through them than what is registered. To properly address this problem, we should re-evaluate our meter change out program as well as initiate a leak detection program for our distribution system. Our meters should be spot checked and tested for accuracy on a monthly basis.

Any meters found to be “slow” should be repaired or replaced immediately. We can acquire listening devices for the detection of leaks in our distribution system. As leaks are pinpointed, they should be repaired as soon as possible. Leak detection should be performed annually over the entire system if possible.

Source of Supply

- A. Well number 1 ran for a total of 385 hours.
- B. Well 1 average hours ran: 12.4 hours.
- C. Well number 2 ran for a total of 353 hours.
- D. Well 2 average hours ran: 11.4 hours.
- E. Well number 3 ran for a total of 398 hours.
- F. Well 3 average hours ran: 12.8 hours.
- G. Average hours ran for all three wells: 378 hours.
- H. Average hours per day run for all three wells: 12.2 hours.
- I. Average daily production of all three wells: 425 gpm/well.

Well Water Quality

- A. Average Well Water pH for January: 7.0
- B. Average Well Water Alkalinity for January: 232 mg/l.
- C. Average Well Water Hardness for January: 286 mg/l.
- D. Average Well Water Iron Concentration for January: 0.11 mg/l.
- E. Average Well Water Manganese Concentration for January: 0.2 mg/l.

Finished Water Quality

- A. Average Finished Water Alkalinity for January: 236 mg/l.
- B. Average Finished Water Hardness for January: 304 mg/l.
- C. Average Finished Water Iron Concentration for January: 0.01 mg/l.
- D. Average Finished Water Manganese Concentration for January: 0.0 mg/l.
- E. Average Finished Water Fluoride Concentration for January: 1.05 mg/l.

Distribution Water Quality

- A. Average Total Chlorine Concentration for January: 1.01 mg/l.
- B. Average Free Chlorine Concentration for January: 0.72 mg/l.

Chemical Costs for January 2001

- A. Total pounds of chlorine fed: 1170 lbs.
- B. Total cost for chlorine fed: \$225.23 (@0.1925/lb)
- C. Total pounds of fluoride fed: 912 lbs.
- D. Total cost for fluoride fed: \$127.68 (@0.140/lb)
- E. Total Chemical Cost for January: \$364.63

Employee Activities for the Month of January

- A. Safety Training in the Workplace
- B. Chlorine Safety Training
- C. Emergency Equipment Operation
- D. Housekeeping
- E. Daily Water Quality Analysis
- F. Preventative Maintenance on equipment.
- G. Wastewater personnel training at Water Treatment Facility.
- H. Water Dept. Superintendent training at Waste Water Treatment Facility. (7.15 hours.)
- I. Routine monitoring and sampling.

Reported Equipment Problems

- A. 75 horsepower high service pump activated alarm due to improper shut down. Contacted E.E.M.S.C.O. of Evansville for diagnostic check of pump and motor. No problems were found. Contacted KCB Electric of Mt. Carmel to check starter controls for the pump. No problems were found. Pump was placed back into service and has operated without failure since.
- B. #1 fluoride pump was taken off line to replace pump diaphragm.
- C. Diesel generator transfer tank overflow was leaking. The level float switch had fouled and caused the tank to overfill. The overflow was captured and returned to main storage tank.
- D. Starter switches for the blower motor on the aerator and the compressors on wells 2 & 3 were replaced by E.F.I. These switches failed to start these units when called and had to be started manually in order to operate.

Water/Sewer Maintenance Activity Report

- A. Report of a leak at 514 Chestnut Street. Don Banks responded for shut off.
- B. Report of a leak at the Tee Pee Trailer Court. Don Banks responded for shut off.
- C. Report of a leak at 215 East 7th St. Greg Young responded for shut off.
- D. Report of a leak in the 600 block of Division Street. Maintenance personnel responded to make repairs and noted that the source of the leak was due to someone pumping out their basement.
- E. Report of a leak at 209 Miskell Road. Maintenance personnel responded and repairs were made the following day.
- F. Report of a leak in the 1100 block of Plum Street. Maintenance personnel responded and repairs were made the following day.
- G. Sewer trouble reported at 412 Poplar Street. Don Banks responded to survey situation. The jet truck was brought in the following day for repairs.

Report prepared by: Mark A. Weirich
Supt., Mt. Carmel Water Dept.

Report #152 February 19, 2001
City of Mt. Carmel, IL
Jim Pfeister, Commissioner
Streets, Parks, Cemeteries, & Levees

Our street department personnel are continuing to do as many of the regular activities as the weather permits.

The brush crew is running a little behind schedule because they are helping the tree crew clean up. The yard waste collection site on Golden Aces Way is open on its regular winter schedule. When the attendant is on duty, residents can bring any yard waste bagged or loose free of charge.

The big job for this last week was cutting twenty dead trees on city property throughout the city. This made a big dent on our list of trees to be cut, but if the weather will cooperate, our tree crew will be cutting more in the next two weeks.

Here are some other department activities these last two weeks: changing the main broom on our street sweeper, continuing our reconditioning of the park mowers, filling sand bags and installing Flood Gate "A" in the levee, cleaning storm sewer intakes, cleaning up downed limbs after a storm, running the street sweeper, patching pot holes, putting up barricades at the railroad crossing on Oak Street when the arms wouldn't go up, repairing down spouts at Senior Citizens, cleaning up gravel in the City Parking Lot, performing regular maintenance work on our equipment, cleaning up the yard waste collection site, insulating the Compost Collection Building, and lastly, hauling a large electric generator to Evansville to determine if it was cost effective to repair it.