

**CITY OF BELLEVILLE - MASTER SEWER COMMITTEE**  
**Meeting Minutes – May 2, 2016 – 6:00 p.m.**  
**101 S. Illinois Street - Second Floor Conference Room**  
**Alderman Edward Dintelman – Chairman**

**Attendance**

**Committee Aldermen Present** – Mr. Joseph Hazel, Ward 1, Mr. Mike Buettner, Ward 2, Mr. Scott Tyler, Ward 3, Mr. Johnnie Anthony, Ward 4, Mr. Ed Dintelman, Ward 5, Mr. Robert White, Ward 6, Mr. Elmore, Ward 7, and Mr. Roger Wigginton, Ward 8.

**Department Heads & Staff Present** –E Royce Carlisle, Director, Randy Smith Sr., Assistant Director, Jay Godt, Pre-Treatment Coordinator, Mayor Mark Eckert, Dean Hardt, City Treasurer, Annissa McCaskill, Economic Development and Planning Manager, Tim Gregowicz, City Engineer.

**Engineering Consultants:** Randy Burk, Thouvenot, Wade & Moerchen.

**Guests** – Mr. Michael Hagberg, Mr. Keith Sawyer, Parkway West Development, Ward 2 Alderman Jane Pusa

Chairman Dintelman brought the meeting to order at 6:00 p.m. and explained evacuation procedures in the event of inclement weather and fire.

Public Participation: Mr. Hagberg expressed concern regarding the necessity for the city to finance a sound barrier fence at Lindenwood University as proposed in the Lindenwood Property Transfer Agreement.

**Approval of the Minutes:**

- Alderman Wigginton made a motion, seconded by Alderman Anthony to approve the minutes of the April 4, 2016 Master Sewer Committee meeting. Chairman Dintelman called for a voice vote. All members voted aye. Motion carried.

**Committee Chairman - Comments, Old Business, New Business or Information:**

Chairman Dintelman reminded the committee members to go through the proper order of being recognized by the chairman to direct questions to keep the meeting flowing and make sure all items on the agenda will be addressed within the time allotted for the meeting.

**Engineer's Report:**

- Mr. Burk reported Phase 4 LTCP design for the pump station to be situated by Lindenwood University project is near completion.

**Director Report:**

- Mr. Carlisle explained to the committee the need for the Lindenwood Property Transfer Agreement. Lindenwood University owns property at 23rd Street where the pump station would be located. Lindenwood University agreed to give the property to the city for this project, but requested a sound barrier wall to be built so that the noise from the generator at the pump station would not disturb students in the nearby dorms. Discussion was held. Alderman Hazel made a motion to recommend for approval at the City Council Meeting May 2, 2016 seconded by Alderman Wigginton. A Roll Call vote was taken. Alderman Anthony, aye, Alderman Buettner, nay, Alderman Dintelman, Alderman Elmore, aye, Alderman Hazel, aye, Alderman Tyler, aye, Alderman Wigginton, aye, Alderman White, aye and Mayor Eckert, aye. Motion Carried.
- Mr. Carlisle presented information regarding three easement agreements to be approved. Two of the easements are for the 11th Street Sewer Extension being obtained at no cost. The third easement is for Phase 4 LTCP and is also no charge. Alderman White made a motion seconded by Alderman Buettner to recommend the three easement agreements to be approved at the City Council Meeting, May 2, 2016. All members voted aye. Motion Carried.

- Mr. Carlisle presented a letter of Opinion of Probable Construction Costs and bid results for the 11th Street Sewer Extension. The bid tabulations were reviewed and discussed. Mr. Carlisle stated that the low bid came from Hank's Excavating at the cost of \$496,865.00. The city's consulting engineers recommended that it be accepted. Alderman Wigginton made a motion seconded by Alderman Anthony to recommend for approval at City Council Meeting May 2, 2016.
- Mr. Carlisle informed the committee of future development planned in the North West quadrant of Carlyle Avenue and Greenmount Rd. within the city. Mr. Carlisle stated that St. Clair Township sewers are available in this area, but would like the committee to consider extending sewer services to this area to serve all vacant areas to the West. The city would treat all sewer from this new development and collect fees for tap in and treatment services. Mayor Eckert informed the committee that he plans to speak with the owners of a church in this region, which is on septic currently, to give easement permission. Discussion was held. Alderman Elmore made a motion seconded by Alderman Buettner to approve Mr. Carlisle to proceed in planning and bring design plans and estimates to the Master Sewer Committee for further review. All members voted aye. Motion carried.
- Mr. Carlisle and Mr. Burk of T.W.M. shared information with the committee regarding 11th Street Sewer Extension Phase 2. Mr. Carlisle explained the Opinion of Probable Cost estimate. Discussion was held. A motion was made by Alderman Elmore seconded by Alderman Buettner to table the proposal until the next Master Sewer Committee Meeting to be held June 6, 2016.

### Treasurer's Report

- Mr. Hardt shared information with the committee regarding the collection of sewer fees. Mr. Hardt commended his sewer collection team that the outstanding sewer balances are the lowest they've ever been.
- Mr. Hardt informed the committee regarding the previously discussed issue on the responsibility of the unpaid sewer balance in the case of rental property. Mr. Hardt cited a city ordinance that states that sewer bills are to go to the property owner. It is then up to the property owner to either pay the sewer bill or forward on to the tenant. The property owner may also give permission to bill the tenant directly. Mr. Hardt reported on tools being used to be sure property owners can monitor the payments made for sewer by tenants. Mr. Hardt discussed sewer collection practices for delinquent accounts.

### Committee Members, Old Business, New Business, Discussion, Questions: Adjournment:

Hearing no further New Business, Old Business or Questions from the floor, Alderman Wigginton moved to adjourn the meeting, seconded by Alderman Tyler. All members voted aye. The motion carried. Chairman Dintelman adjourned the meeting at 6:42 p.m. The next Master Sewer Committee meeting will be held June 6, 2016 at 6:00 p.m.

  
Alderman Edward Dintelman  
Committee Chairman

  
E. Royce Carlisle  
Director, Wastewater Division

Subscribed and sworn before me this 7th day of June 2016.

  
Notary Public

