

DRAFT

SHOREWOOD FOREST UTILITIES, INC.

**425 Utility Dr
Valparaiso, IN 46385
219-531-0706**

ANNUAL MEETING

President, Terry Atherton
Vice President, Randy Becker
Treasurer, Jerry Hanas
Secretary, Greg Colton

August 21, 2014

NOTE: All minutes are summarized to give the community the essential information of what has happened at meetings and what votes were taken. Board discussions and public comments are not presented verbatim.

Pursuant to the call of the Board of Directors of Shorewood Forest Utilities, Inc., Board President Terry Atherton called to order the Annual Meeting of Shorewood Forest Utilities, Inc. on August 21, 2014 meeting at 7:06 p.m. in the Shorewood Forest Clubhouse. Directors Terry Atherton, Randy Becker and Greg Colton were present. Also in attendance were Assistant Treasurer Donna Atherton, and three members of the Utility.

Treasurer Jerry Hanas was absent.

Approval of Prior Minutes:

The July 18, 2014 Minutes for the Annual Meeting of the Utility were accepted without change.

Election of Officers:

Secretary Greg Colton announced that at an Executive Meeting held immediately after the July 18 Annual Meeting, Terry Atherton and Randy Becker were elected by the Board to serve new three-year terms. The Board voted to retain the same slate of officers as last year: President Terry Atherton, Vice President Randy Becker, Treasurer Jerry Hanas, and Secretary Greg Colton. There is one vacancy on the Board.

Shop Report:

A copy of the July-August Shop Report prepared by Forest Ash, Plant Manager, was distributed to all Members that were present, and is as follows:

Shop Report

July 18th through August 19th, 2014

Main Plant

1. Permit capacity is 450,000 GPD. We had an average flow of 183,000 GPD and our high flow was 341,000 GPD. We treated a total of 5.672 million gallons of wastewater last month, or 41% of our permitted capacity. The following percentage rates are an indication of how efficiently the plant is operating: 97.4%

removal of BODS; 99% of Suspended Solids; 99.5% of Ammonia; and 93.8% of Phosphorus (80% minimum). We have gone 53 months with out a violation.

2. On July 28th, we walked to the outfall for our monthly inspection the outfall was clean.
3. On July 18th, we shut off flow to the East Filter to retrieve a plastic bottle that was partially shutting off flow to the filter.

Lift Stations

1. Lift station pump run times from July 1 – 31 , 2014

Station	Cycles	Run Time (hrs)	Station	Cycles	Run Time (hrs)
Sagamore	437	19.8	Nature Preserve	1605	135.1
Pixley	507	31.6	Devon	1950	72.6
Edgewood	605	55.7	Main	5922	159.3
Surrey Hill	594	36.3	Wessex	737	58.4
Wexford	543	24.9	Scarborough	454	17.3
Amhurst	1587	122.7	Shorewood Ct.	757	187.1
Roxbury	643	61.6			

2. On July 23rd, we had power failures at the main plant, shop, Main lift station, Wessex, Scarborough, Shorewood Ct, and Pixley around 6 AM. We pulled the generator until the power came on at 7 AM.
3. On August 10th, we were called by Edgewood for a high float alarm. Upon arriving we discovered the floats were setting on top of a floating mass that was preventing them from operating. We moved the floats off of the mass and the pumps kicked on.
4. On August 11th, we were called for power failures at Wexford, Amhurst, and Roxbury lift stations. Philip pulled the generator until the power was restored.
5. On August 12th, we had a power outage at 6:05 for Wexford, Amhurst, and Roxbury lift stations. Philip pulled the generator until the power came on around 7:20.
6. On August 13th, we checked the SCADA, Edgewood was running constantly. We went to Edgewood and discovered the shut off float was stuck on a stair step.
7. On August 14th, we had Midwest Excavating come in and remove rags from Edgewood lift station.

Sewer Lines & Manholes

1. We have been busy locating for NIPSCO's underground electric replacement project.
2. On July 21st, we were called to Chaucer ct. for a sewer back up. We opened the manholes and did not see and obstructions. We informed the home owner they would need to contact a plumber.
3. On August 4th, we were called to Pickwick for a sewer back up. We talked with the plumber and showed him the sewer location.
4. On August 16th, we were called to Regency ct. for an ejector pump failure. The plumber wanted the location of a shut off valve and back flow valve.

Other

1. On July 23rd, we responded to two emergency locates from the boring crew hitting under ground utilities.
2. We have had our fire extinguishers serviced by Hoosier Fire.
3. On July 29th, we responded to an emergency locate on Wessex rd. A phone line had been cut.
4. On July 31st, we responded to an emergency locate on Westchester ln. The boring crew hit a phone line.
5. On August 4th, we were called to Westchester ln. for an emergency locate. The boring crew cut a gas service line.

6. On August 5th, we had an emergency locate for Frontier. An underground cable had been cut.
7. On August 6th, we responded to an emergency gas leak on Roxbury rd. When we got there we noticed it was not a gas line, but a telephone line.

Submitted By
Forest W. Ash

Plant Manager Forest Ash was not present at the meeting, having been called away to address a problem at a lift station.

Treasurer's Report:

No financial statements were presented.

Phase 1B Project Status:

Disbursements totaling \$74,293 were requested and itemized in a report provided by the Utility's engineering adviser, McMahon Associates, Inc. The breakdown was \$46,550 for the contractor Gaskill & Walton, \$22,343 for McMahon Associates for consulting fees, and \$5,400 for Bose, McKinney & Evans for issuance costs. Greg Colton moved to approve the disbursements. The motion was seconded and approved.

President Atherton adjourned the meeting at 7:08 p.m.

Respectfully submitted,

Gregory Colton, Secretary