

Leadership Council Minutes
Special Telephone Conference Call Meeting
4/12/16

Members Present by Phone: Paula Kopko, Jeff Fill, Daryl Siedelmann, George Galyean, Sandy Dean, Daniel Johnston, Marge Patton, Sarah Taylor, Bill Stiffler, Melissa Truelove, Jeff Buck, and Mike Womack.

1. Mike Womack opened the meeting with a description of the plumbing problems which have prompted this special telephone conference meeting. A summary of the problem was described in Mike's email to the Leadership Council on 4/8/2016.
2. Bill Stiffler, Marge Patton, and Melissa Truelove described the problem from their perspective and explained their perception of the benefits of the proposed solutions from Griesemer Plumbing and ChemSearch FE.
3. The following questions were among those posed by various Council members:
 - Q. Did the camera inspection of the drain lines reveal any cracks or holes in the pipes?
A. None were observed.

 - Q. Did the plumbers find the source of the foul smell in the children's area hallway?
A. They believe it was caused by lack of water in the drain trap of an unused sink in the nearby storage closet. To prevent recurrence, run water in the sink occasionally.

 - Q. Does repeated jet cleaning of the drain lines pose a risk of breaking the old drain pipes?
A. Yes, Griesemer will use the lowest pressure possible to clean the pipes so as to minimize the risk of damaging the pipes. One reason they are proposing the biological cleaning system is so that we do not have to do repeated jet cleanings.

 - Q. Are the bacterial agents used in the ChemSearch equipment safe to have near food preparation areas?
A. ChemSearch FE claims that it is safe and that the proposed material is routinely used in kitchens around the country.

 - Q. Should we consider placing the new grease traps on the outside of the building to avoid foul smells from the traps?
A. The traps are designed to be sealed so that odors cannot escape. The existing traps are inside the kitchens and have never caused foul odors. Griesemer recommends that the traps be inside the kitchens.

Q. What if the proposed actions do not fully solve the problems? Will the alarm on the sewage lift station stay active so that we will continue to be alerted to problems if they reoccur?

A. Yes.

Q. Can we start using the biological system and evaluate it in 6 months to see if it is working?

A. Yes. Griesemer has recommended a camera inspection after 6 months.

Q. How much does another camera inspection cost?

A. We don't have an exact quote, but we believe it will be between \$600 and \$800.

At the end of the discussion and questions, Mike Womack proposed the following resolution:

- Item 1. The Leadership Council approves the expenditure of \$6,500 for the scope of work delineated by Griesemer Plumbing & Mechanical Services in their 3/24/2016 proposal.
- Item 2. The Leadership Council authorizes the Staff to initiate an agreement with ChemSearch FE for the scope of services delineated in their 3/23/2016 proposal at a cost \$450 per month.
- Item 3. The Leadership Council directs the Staff to present a report describing the effectiveness of Items 1 and 2 within approximately 6 months, but no later than the regularly scheduled November Leadership Council meeting.
- Item 4. The Leadership Council agrees to review the continued use of the ChemSearch FE services after hearing the Staff report from Item 3 and after considering other options.

Bill Stiffler made a motion that the Leadership Council approve the resolution. Marge Patton seconded the motion. The Leadership Council voted unanimously to approve the resolution.

Attachments:

1. The 4/8/2016 email from Mike Womack to the Leadership Council.
2. The 3/24/2016 proposal from Griesemer Plumbing and Mechanical Service.
3. The 3/23/2016 proposal from ChemSearch FE.

From: Mike Womack

Sent: Friday, April 8, 2016 10:25 PM

To: George Galyean; Daryl Siedelmann; Jeffrey A Fill; Marge Patton; Sarah Taylor; Vic Hasler; Bill Stiffler; Daniel Johnston; Sandy Dean; Paula Kopko; Melissa T; Jeff Buck

Subject: Notice of a Special Leadership Council Meeting by Phone Conference on April 12

Date and Time: 7:00 p.m. to 7:30 p.m. on [Tuesday](#) evening next week (April 12th)

Purpose of the special meeting: To discuss the plumbing drain pipe problem and vote on a proposal to spend \$6,500 up front and \$450/month to solve the problem.

Conference call phone number: [317-300-7896](tel:317-300-7896)

Participant code: 447478

Sorry for the short notice, but I believe it is prudent to move quickly on this issue to minimize the risk of additional unproductive expenditures as well as potential facility usage disruptions.

Background:

Many of you (or maybe all) are aware that we have been experiencing frequent and costly plumbing drainage problems for some time now. The symptoms include water backing up into kitchen drains and sometimes in toilets, foul odors, kitchen sinks that won't drain or drain slowly, and even moratoriums on water usage so as to avoid backups and overflows. Last year we spend over \$5,000 cleaning out the sewage lift station and replacing pumps. This year we have already spent another \$5,300 and haven't yet solved the problem.

Recent Developments:

For the last 6 weeks Melissa and the custodial staff have been working with our plumbing company, Griesemer Plumbing and Mechanical Service, to diagnose the root cause. (Griesemer is the successor company to Kelly Plumbing). Using cameras to examine the drain lines, they have determined that all the lines coming from the church to the sewer lift station are badly clogged with grease and food debris. There are several factors contributing to this problem.

1. The routing of the lines is long and winding with legal, but not necessarily optimal slope. The reasons behind this issue go back many years. Suffice it to say that this physical layout problem could have only been avoided by spending significantly more money on the Family Life Center construction back in 2008 and 2009.
2. There are grease traps in both the church kitchen and the daycare kitchen but they are not on the sinks where the garbage disposals are.
3. We probably have been putting more food (and the wrong food) scraps down the garbage disposals than is recommended by the professionals.

Recommendations:

Attached are quotes from Griesemer and from ChemSearch FE. The two proposals together provide what we believe will be a long term solution to our problem. Griesemer is recommending that we thoroughly clean the drain lines by power jetting then install equipment in each kitchen that will periodically release biological bacteria into the drains to keep them clean. Also, install grease traps on the garbage disposals in each kitchen. The total cost from Griesemer (as detailed in their attached quote) is \$6,500 - \$1,200 of which has already been incurred for the inspections and diagnosis already done. The cost from ChemSearch FE is \$450/month (approx. \$3,400 for the remainder of the year). This

pays for the lease of the equipment, the installation of the equipment, the biological bugs used in the equipment, and monthly consultation/inspections from their representative. There is no upfront cost or long term contract.

How do we pay for this:

We have already incurred an unusual amount of building maintenance costs this year and are in the process of spending more. Two expenses coming up right away are \$3,150 for concrete repair of curbs and handicap ramps on the perimeter of the building and \$4,700 for a replacement door at Door 3 (west side of the building). So we are running out of general budget funds. There are undesignated funds available in the church savings account of about \$46,000. These funds came from the Daycare in February (based on better than planned budget performance in 2015). This is probably our best option for funding, although there is a growing list of potential usages for that \$46,000.

Let me know if you will not be available to participate on this call. I think we can keep this call to 30 minutes or less. Depending on each of your comfort levels at the end of the call, we will either vote on the proposal or decide to consider it further and vote at the [April 25th](#) LC meeting.

Mike



555 Industrial Drive
Franklin, IN 46131
(317)738-2707

Mount Auburn United Methodist Church 3-24-16
3100 Stones Crossing Rd. W.
Greenwood, In 46143
317-535-8555

E/One system and problems

We came out and met with Carrie & Melissa about the problems with the E-One lift station. We located the clean outs and then ran the sewer camera in the lines to track them and mark them. We now know how they go and will make a diagram of the sewer lines for the church. When we ran the camera in the sewer lines there was grease built up in the lines. I contacted Covalen the Rep for E/One lift station system. I was sent the copies of repairs and what they have did to the system from the time it was installed 6 years ago. With all the grease that has been in the system from the 2 sinks that have the garbage disposals on them, with no grease traps the sewer lines need to be jetted. Then the 2 kitchens need to have a system installed on them that will dump water mixed with bacteria, the large system will go in the old kitchen, the smaller system will go in the newer kitchen. The systems are Eco Flow, it will introduce bacteria to the sewer lines and get rid of any other build up that the jetter can't get out of the lines. This will happen over 3-4 months, and keep the grease from building up in lines and in lift station. There also needs to be 2 small grease traps installed on the 2 sinks, one on each kitchen sink where the garbage disposals are installed.

Camera sewer lines and mark, getting with and calls to Covalen, meetings, checking amp draw on the 2 pumps on E/One system after talking with Covalen. \$1,200.00

Jetting sewer lines, camera as we go, make sure lines are clean, add water lines for Chemsearch for 2 systems. \$3,000.00

Install 2 Grease Traps and plumbing to go from new traps back to floor sinks. \$2,300.00

**Total
\$6,500.00**

**Thank You
Mike Sams
317-714-0935**

Acceptance of Proposal: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____ Date _____ Signature _____ Date _____

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from below specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

You, the buyer, may cancel this transaction at any time prior to midnight of the third business day after the date of this transaction. Cancellation must be done in writing.



Mount Auburn CUSTOMER	3/23/16 DATE
Melissa Truelove CONTACT	Jim Dunscomb SERVICE REPRESENTATIVE
3100 W. Stones Crossing Rd. ADDRESS	F001 SERVICE REPRESENTATIVE NUMBER
Greenwood, IN 46143 CITY, STATE, ZIP	Melissat@mtauburnmc.org EMAIL



- FREE-FLOW™ SYSTEM INCLUDES:**
- ✓ EcoBionics® FREE-FLOW™ bacteria
 - ✓ System diagnostics
 - ✓ Equipment service and cleaning
 - ✓ Best Management Practices kit for kitchens

Product Code	Description	Quantity
473845	BIO-Amp™ - Biological Delivery System for Drain Maintenance	1 each
375738	DrainCobra™ - Biological Delivery System for Drain Maintenance	1 each

TERMS AND CONDITIONS

- For the above service, equipment, and product, CHEMSEARCH FE will invoice customer a \$0 activation fee to be paid in the first month. The cost is \$300 per BIO-Amp per [] thereafter plus any handling charges that may apply. CHEMSEARCH FE'S terms are Net 10 days. Billing to start 4 /20 /16 .
- The cost is \$150 per DrainCobra per [] thereafter plus any handling charges that may apply. CHEMSEARCH FE'S terms are Net 10 days. Billing to start 4 /20 /16 .
- Total annualized price: \$5,400
- This program will be automatically extended month-to-month, but may be canceled by either party with a 30 day written notice.
- CHEMSEARCH FE remains responsible for service and any routine repair of the BIO-Amp/DrainCobra.

Jim Dunscomb
CHEMSEARCH FE REPRESENTATIVE (COMMUNICATION TO CHEMSEARCH FE SHALL BE MADE TO)

Melissa Truelove
CUSTOMER (COMMUNICATION TO CUSTOMER SHALL BE MADE TO)

Agreed on this [] day of [], 20 [] .

CHEMSEARCH FE REPRESENTATIVE SIGNATURE

CUSTOMER AUTHORIZED SIGNATURE

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