



## Clay Township Regional Waste District

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### **Board of Trustees Meeting Agenda** **Monday, February 10, 2014 @ 7:00 p.m.** **Clay Township Government Center** **10701 N. College Avenue, Indianapolis, IN 46280**

- 1. Roll Call**
- 2. Approval of Meeting Memorandum**
  - a. Board Meeting January 13, 2014
  - b. Executive Session January 13, 2014
- 3. Public Comment**
- 4. Attorney's Report**
  - a. Project Updates
  - b. Report of Pending Litigation
- 5. Utility Director's Report**
  - a. Director's Report
- 6. Committee Reports**
  - a. Budget & Finance Committee
  - b. Personnel & Benefits Committee
    - i. Vision Reimbursement Insurance
  - c. Capital & Construction Committee
    - i. I&I Program 5 year Re-inspection Requirement
    - ii. Strand Engineering Design Agreement
    - iii. LS 17 Final Change Order
    - iv. Michigan Road Sanitary Sewer Extension Final Change Order
    - v. Service Request for Union Township Parcels
- 7. Old Business**
- 8. New Business**
  - a. Claims Docket
- 9. Adjourn**



## BOARD OF TRUSTEES MEETING

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Monday, January 13, 2014 @ 7:00 P.M.  
Memorandum

### **ROLL CALL**

Present: Joe Clark, Marilyn Anderson, Treasurer Jane Merrill, Vice President Sam Mishelow, President Ron Hagan, Eric Hand, Secretary Michael McDonald, Barb Lamb, Carl Mills. Also in attendance: Legal Counsel Anne Poindexter, Utility Director Drew Williams, Director of Administration & Customer Service Candy Feltner, Customer Service Manager Terri Kreyling.

The audience sheet is attached.

### **ELECTION OF OFFICERS**

A motion was made by Ms. Anderson to retain the existing officers for 2014 and was seconded by Mr. Mishelow. The motion was approved unanimously.

### **APPROVAL OF MEMORANDUM**

A motion was made by Ms. Anderson to approve the December 9, 2013 Board Meeting Memorandum and was seconded by Mr. Hand. The motion was approved unanimously.

### **PUBLIC COMMENTS**

John Duffy, Utility Director for Carmel Utilities addressed the Board to clarify Carmel Utility's objections to the rate of flow being pumped to Carmel Utilities from LS #1 during peak rain events. Mr. Duffy reviewed the treatment contract limits between Carmel and the District. Mr. Duffy stated that Carmel Utilities was not aware that the upgrades at LS #1 with the installation of the above ground backup pump would be used also to increase wet weather pumping capacity. Mr. Duffy indicated that the flows on April 19, 2013 were at a rate of 7.5 mgd with spikes of 8 mgd for 20 hours. This exceeded the daily and weekly capacity limits. Going forward Carmel cannot sustain these high rates and therefore requests that the District address these matters. Mr. Duffy believes the District has never paid for that much capacity and Carmel has its own plant to manage. Mr. Duffy stated that he did receive an email from Mr. Williams that indicated LS #1 has been reprogrammed and was taken out of the sequence and will only be used as a backup. Mr. Duffy stated that he did not want to appear to be difficult, but he wanted to make sure Carmel was protecting their interest. Mr. Hagen noted that the master plan to address this issue is being developed and is a top priority of the 2014 goals and objectives.

### **ATTORNEY'S REPORT**

Mrs. Poindexter provided an update regarding the collection of sewer liens in the State of Indiana. Franklin County has been named in a lawsuit relating to collection of sewer liens via tax sale. This case may set a precedent on how counties collect certified sewer liens. This could have a potentially adverse effect on the District's ability to collect sewer liens in the future. Mrs. Poindexter will keep the board apprised of proceedings in this matter.

## **UTILITY DIRECTOR'S REPORT**

Mr. Williams updated the board on the weather related power outages experienced at several of our lift stations. LS #2 was down for the longest amount of time, partially due to an additional mechanical failure of the pump. The other stations were kept up and running.

Brad Boyd joined the staff as a Field Operations Specialist in January. Brad brings 8 years of electrical experience to the District. Terri Kreyling, who celebrates 5 years with the District, was introduced as the Customer Service Manager, replacing Candy Feltner who will retire next month. The District will host a retirement party to celebrate Candy's 23 years of service on February 14, 2014.

The District is fully staffed and ready to start the New Year.

The Board would like to pass along it's appreciation to the staff members who were outdoors working to maintain operations during the recent severe cold weather.

## **BUDGET & FINANCE COMMITTEE**

A motion was made by Ms. Merrill to approve the recommendation to send a certified letter to 1319 Donnybrook Drive advising of a surcharge if the I & I inspection is not completed before the February board meeting of \$100.00 for the first month, \$200.00 for the second month and \$300.00 for the third month. The motion was seconded by Mr. Hand and approved unanimously.

A motion was made by Ms. Merrill to ratify the Sims Electric Settlement Agreement signed by Mr. Williams and was seconded by Mr. Hand. The motion was approved unanimously.

## **PERSONNEL & BENEFITS COMMITTEE**

Mr. McDonald summarized the survey results and 360° feedback for Drew Williams. A motion was made by Mr. McDonald to approve a 3.5% merit increase for Mr. Williams and was seconded by Ms. Anderson. The motion was approved unanimously.

## **CAPITAL & CONSTRUCTION COMMITTEE**

Mr. Mishelow reported that there were no action items.

## **OLD BUSINESS**

There was no Old Business to report.

## **NEW BUSINESS**

Mr. Williams proposed the following three major objectives for 2014:

Address capacity flow from Basin 1 through the development of offline storage and flow reductions. The flow reduction includes two areas: redirecting more flow from LS #2 to the MRWWTP and also targeting Basin one for televising to find and remove I&I. The new camera truck is in the 2014 capital budget.

Develop the District's emergency response plan. This was an objective last year, but was not completed. Mr. Williams will focus on this objective this year.

Complete the design and bidding to increase the Springmill corridor capacity. This will be in partnership with proposed developments in this corridor.

Mr. Hand asked if there were other utilities that the District could partner with to share resources in the case of emergencies. Mr. Williams indicated that the District is a member of the INWarn program which facilitates the sharing of resources.

A motion was made by Mr. Mishelow to approve the claims docket totaling \$693,736.96 and was seconded by Mr. McDonald. The motion was approved unanimously.

**ADJOURN**

A motion was made by Ms. Anderson to adjourn the meeting and was seconded by Mr. McDonald. The motion was approved unanimously.

The next Board of Trustees Meeting is scheduled for Monday, February 10, 2014 at 7:00 p.m.

Respectfully submitted,



Andrew Williams  
Utility Director

Approved:

as Presented  
 as Amended

  
\_\_\_\_\_  
Michael McDonald, Secretary  
\_\_\_\_\_  
Ronald Hagan, President





## EXECUTIVE SESSION

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Monday, January 13, 2014 @ 6:00 P.M.

### Memorandum

Present: President Ron Hagan, Vice President Sam Mishelow, Marilyn Anderson, Treasurer Jane Merrill, Secretary Michael McDonald, Eric Hand, and Legal Counsel Anne Poindexter.

The board members present conducted the Utility Director's job performance evaluation per IC5-14-1.5-6.1(b)(9).

It is certified that no matters other than the above performance evaluation were discussed in the Executive Session.

  
\_\_\_\_\_  
President Ronald Hagan

  
\_\_\_\_\_  
Secretary Michael McDonald

# THE CTRWD CONNECTION

Volume 7, Issue 2 February 1 2014  
MONTHLY NEWSLETTER

## EMPLOYEE SPOTLIGHT— CANDY FELTNER

This month's employee spotlight is shining brightly on Candy Feltner, as we celebrate her 23 years of service to the District. Candy's departure this month sparks mixed sentiments as fellow employees look forward with her to her exciting future of travel and family time; she will at the same time be greatly missed.

It's no surprise that she has travel plans lined up to visit her grandchildren in Alaska shortly after she retires. The Alaska trip will also include attending the Iditarod Great Sled Race. Candy and Steve hope to make the most of their RV, exploring new parts of the country and revisiting some favorite locations from past road trips. There will most likely be many weekend trips to Cincinnati over the next two years, where her son-in-law Matt was awarded a retina fellowship at the University of Cincinnati. Happily, this brings her daughter Jessica, and grandchildren Grayson and Emma much closer to home.

During breaks from her travels, Candy will most likely be found enjoying their beautiful home in Noblesville, with their dogs Oscar and Emmy. Her hobbies include sewing, gardening, painting, yoga, and spending time with many friends that she and Steve have enjoyed over the years. There will always remain a gleam in her eye for their son David whose remarkable personality inspires anyone who had the pleasure of knowing him or knowing of him through his mom's wonderful stories. Candy and Steve will undoubtedly continue to remain active in the fundraisers that continue on in David's memory such as the PUSH America event with his fraternity, Riley Dance Marathon Excellence Committee Member awards at Purdue University and Hamilton County Habitat for Humanity scholarship awarded annually.

Meanwhile, Candy leaves her position as Director of Administration and Customer Service at CTRWD in excellent standing. She was hired into the District as an Assistant Clerk Treasurer on December 1, 1990 to handle billing functions in house. At that time, the CTRWD consisted of approximately 1,500 customers and has grown to over 13,000. Candy's expertise grew along with the customer base. In May 1997, the Clay Township Government Center offices were dedicated and the District's administrative functions were

moved back to 10701 N. College Ave. Suite A from their temporary location at 108th and College. As the customer base increased so did the need for more efficient administrative systems, policies and procedures. In 2004 the District implemented an automated billing system, which under Candy's oversight was replaced in 2009 by the current CUSI system. Along with the efficiencies and improvements under Candy's leadership, the District will enjoy the benefit of having known her and worked alongside her.

Nobody deserves a fun filled and relaxing retirement more than you, Candy. The entire staff wishes you the very best!



Candy and her husband of 32 years—Steve

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## CUSTOMER SERVICE / BILLING —TERRI KREYLING

The disbursement from the Boone County Treasurer for the October 2013 tax sale has not been received. When called on February 3 they said it would be mailed February 18.

	Liens filed	Liens	Paid in Full	Starting Balance	Ending Balance
2010	243/\$54,004.89	277	\$51,763.91	\$54,364.71	\$56,605.69
2011	237/\$37,969.26	377	\$64,318.07	\$56,605.69	\$30,256.88
2012	336/ \$42,595.26	264	\$41,161.62	\$30,256.88	\$31,690.52
2013	443/\$45,773.41	472	\$53,707.41	\$31,690.52	\$23,483.24

In December there were 12,610 sewer service payments posted totaling \$44,5748.11. Of these payments, 45 were cash, 4,724 were checks, 4,873 were ACH and 2,968 were paid by auto debit. Payments made by online bill pay and auto debit totaled 62.2%. There are now 1,356 customers receiving e-billed statements.

For the month of January, 29 permits were issued and 31 new locations were added to billing.

The entire Customer Service staff wishes Candy Feltner all the best in her retirement. She will be greatly missed as she leaves with a wealth of knowledge.

Edie Miller is working to add Human Resource documents into Beyond Payroll. This will allow employees to view their certifications, performance reviews and other personnel information online. Shelly Keefe is continuing her training for the Utility Billing Specialist position.

### Attention Toilet Enthusiasts!

*Los Angeles area gets America's first restroom-themed restaurant*

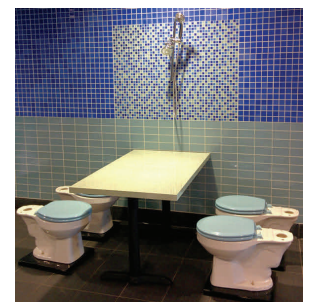
*WEF Highlights  
January 2, 2014*

Not many restaurant openings capture the attention of Water Environment Federation (WEF; Alexandria, Va.) staff. But then again, not many restaurants sport the ambience and décor of a water closet.

The place is the Magic Restroom Café (City of Industry, Calif.), the first restaurant in America to celebrate toilets, bathrooms, and their associated trappings.

News outlets worldwide have reported on the restaurant since its soft opening in early October. Curious diners have flocked there to dine on braised pork over rice, stinky Tofu, and other Taiwanese dishes served in miniature toilet bowls, all in an atmosphere only a true toilet connoisseur could love

The café lobby and dining areas feature not only custom-made urinals and standard Western toilets, but also squat toilets more commonly found in Taiwan and China. And some tables include shower heads on an adjacent wall.



Magic Restroom Café in City of Industry, Calif. features toilet seats and other bathroom accessories as decor. Photo courtesy of Daniel Chyan, Magic Restroom Café.



**PLANT REPORT—SCOT WATKINS**

The extreme weather conditions in January kept crews busy removing snow and keeping the equipment running. GOC has reached substation completion on the plant expansion; all Vertical Loop Reactors, clarifiers, actuators and associated valves are up and running. These improvements resolved our issue with high ammonia levels which has been a challenge since the tanks were taken offline.

The plant office and shop lighting is now controlled by occupancy sensors to reduce power usage; lights will now come on as a room or shop area is entered and will shut off after a period of no motion. Sewer televising software is being evaluated. Pipeline Observation System Management (POSM) software was the first with others to follow in the next few weeks. Lockout/Tag Out training was conducted at the end of the month.

**Safety Update -**

There were no reportable injuries from 12/03/13 to 01/15/14. And there have been no lost time accidents in the past 1,429 days.

There were two confined space entries performed and no Lock Out / Tag Out forms submitted for the 12/03/13 to 01/15/14 time period.

There were three tailgates since 12/03/13. The topics included Night Work Reduced Visibility, Shift Work and Facing Up to Stress.

In addition to the regular weekly tailgates, Safety Resources will be conducting safety training in February:

February 24 - Personal Protection Equipment/ Hearing Conservation / Ergonomics & Back Safety

**FINANCIALS—RON HANSEN**

The financial performance for December was significantly below budget. Sales continued to run above budget with December Sales 10% over budget and 7% over for 2013. Operating Expenses however, were \$100,000 above the highest previous month and \$136,000 over budget. This was due to three maintenance and repair projects totaling \$144,000. These projects included cleaning two VLR tanks at the plant for \$37,000, repairing manholes for \$49,000 and raising manholes for \$58,000. As a result, net Income for December was a loss of \$73,000 compared to the expected \$15,000 gain. Despite December performance, Net Income for 2013 was \$782,000 and 89% over the budget.

Cash balances increased by \$70,000 in December. The year-end cash balance was \$10,100,000 or \$3,200,000 less than the prior year. Significant capital spending for 2013 included \$3.0 million for the Plant Expansion project and \$1.9 million for the LS #17 Relocation.

The Budget & Finance Committee meeting for January was cancelled due to a limited agenda. Tax forms were mailed to vendors by January 31 as required. Copies will be sent to the IRS by the end of February. The State Board of Accounts annual report is due by the end of this month.

**CALENDAR OF EVENTS**

February 12	Staff Meeting	10:00 a.m.
February 28	B & F Meeting	7:30 a.m.
February 24	P & B Meeting	7:30 a.m.
March 3	C & C Meeting	4:30 p.m.
March 10	Board Meeting	7:00 p.m.

**BIRTHDAYS**



**Bob Roudebush February 16**  
**Terri Kreyling February 18**

## CONSTRUCTION & ENGINEERING —WES MERKLE

The Wastewater Treatment Plant Expansion project has finally reached substantial completion. All four VLRs and both anaerobic zones are in operation. Over the past month progress continued to be slow due to extreme weather conditions. Crews are working on punch list items throughout the plant as weather cooperates. Items such as backfilling and concrete flatwork cannot be completed until the ground thaws. Final grading and seeding will be completed in early spring.

Work is underway for the 106<sup>th</sup>-Illinois Sewer Relocation project. Construction crews are currently building an underground splitter structure connecting the new gravity sewer and both wet wells at LS #2. Progress lately has been slow due to extreme weather conditions. Once the splitter structure is complete, hopefully in the next few weeks, crews will begin relocating gravity sewer and force main to the east. Carmel finally completed easement and right of way acquisition needed for relocated gravity sewer and force main.

The US 31 Sanitary Sewer Relocation project remains about 50 percent complete. Progress by INDOT's contractors has nearly stopped and likely won't continue until spring when weather improves.

Control panel replacements are complete at one of three lift stations, and progress at a second lift station has been slowed by weather.

Construction work for the Biosolids Treatment Improvements project at the Wastewater Treatment Plant is expected to begin in spring.

LS #1 underground storage option studies are ongoing. Our engineering consultant is also studying the feasibility of eliminating LS #6 while also adding storage south of LS #1. We are contacting several property owners to gauge interest in the project and possible easements. Staff has continued modeling efforts in Basin 1. We are focusing on flow metering at strategic locations and using that information to calibrate the model. These efforts are expected to help us evaluate underground storage options and continue to target areas for I&I inspection.

Staff continues to develop our knowledge base for locating our underground infrastructure with new GPS surveying equipment. We have already begun permanently locating force mains with GPS, and have had great results when relocating the same force mains several weeks later. Our goal is to have all force mains located with GPS by this summer and begin locating all gravity sewers.

The District is working with developers and our consulting engineer to draft plans and specifications for a new regional lift station that will eventually service areas north of 116<sup>th</sup> Street and east of Hoover Road. These efforts are being expedited to avoid delaying the developers. LS #4, #5, #19 and #21 will eventually be eliminated as flow from these basins is redirected to the new regional lift station. The regional lift station would provide substantial long term savings for the District.

446 locates were painted and flagged, 39 I&I locations were certified with one failed inspection due to sump pump connection and 16 lateral inspections were completed.



Four VLRs and anaerobic zones operational



Electrical equipment inside the new VLR Control Building

## Clay Township Regional Waste District

Selected Statistics 2014 Summary	January	February	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	2014 Monthly Average	2014 YTD	2013 Monthly Average Through December	2013 Through December
<b>Maintenance Information</b>																
Lateral Inspections	16												16	16	47	567
Certified I&I inspections	39												39	39	90	1,082
Failed I&I Inspections	1												1	1	1	13
Customer Work Requests	0												0	0	1	6
Sewer Locates	446												446	446	414	4,968
Manholes Added	0												0	0	8	94
Total # of Manholes	5,314												N/A	0	N/A	5,314
Manholes Inspected	2												2	2	25	305
Feet of Sewer Added	3,645												3,645	3,645	1,732	20,787
Total Footage of Sewers	1,473,587												N/A	1,473,587	N/A	1,469,942
Feet of Sewer Televised	0												0	0	4,814	57,762
Feet of Sewer Cleaned	0												0	0	29,046	348,554
Overflows	1												1	1	1	13
<b>Station 1 (Carmel Creek) Info</b>																
Rainfall / Precipitation (inches)	2.28												2	2	3.63	43.50
Total Flow (in gallons)	65,119,000												65,119,000	65,119,000	66,878,000.00	802,532,000
Average Daily Flow (in gallons)	2,100,613												2,101,000	N/A	2,213,000	N/A
Minimum Flow (in gallons)	1,578,000												1,578,000	1,578,000	1,664,000	1,350,000
<b>Michigan Road Plant Info</b>																
Total Flow (in gallons)	70,517,000												70,517,000	70,517,000	63,045,000	756,538,000
Maximum Daily Flow (in gallons)	3,069,000												3,069,000	3,069,000	3,369,000	5,816,000
Average Daily Flow (in gallons)	2,274,742												2,275,000	N/A	2,070,000	N/A
Minimum Daily Flow (in gallons)	1,635,000												1,635,000	1,635,000	1,589,000	1,076,000
Total Flow to Both Plants	135,636,000												135,636,000	135,636,000	129,923,000	1,559,070,000
<b>Biosolids Handling</b>																
Wasted (Biosolids) (in gallons)	1,090,740												1,091,000	1,091,000	1,329,000	15,953,000
Dewatered (gallons)	386,380												386,000	386,000	763,000	9,153,000
Digested Sludge Withdrawn (gals)	435,700												436,000	436,000	497,000	5,959,000
<b>Customer Information</b>																
New Sewer Service Accounts	84												84	84	34	404
Permits Issued	29												29	29	39	467

### Clay Township Regional Waste District

<b>Selected Statistics 2013 Summary</b>	<b>January</b>	<b>February</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>2013 Monthly Average</b>	<b>2013 YTD</b>
<b>Maintenance Information</b>														
Lateral Inspections	35	33	53	54	46	52	57	54	61	52	42	28	47	567
Certified I&I inspections	65	80	100	131	128	119	88	88	69	81	73	60	90	1082
Failed I&I Inspections	4	1	0	1	0	1	3	1	0	1	1	0	1	13
Customer Work Requests	0	1	1	1	1	1	0	0	0	0	1	0	1	6
Sewer Locates	433	250	265	327	308	342	438	454	427	755	482	487	414	4,968
Manholes Added	25	19	0	3	2	0	3	0	17	13	0	12	8	94
Total # of Manholes	5,245	5,264	5,264	5,267	5,269	5,269	5,272	5,272	5,289	5,302	5,302	5,314	N/A	5,314
Manholes Inspected	0	0	0	287	0	0	1	0	0	0	0	17	25	305
Feet of Sewer Added	6,454	3,911	0	404	527	(351)	738	0	4,997	1,361	502	2,244	1,732	20,787
Total Footage of Sewers	1,455,609	1,459,520	1,459,520	1,459,924	1,460,451	1,460,100	1,460,838	1,460,838	1,465,835	1,467,196	1,467,698	1,469,942	N/A	1,469,942
Feet of Sewer Televised	4,589	0	8,054	21,020	6,515	17,185	0	0	399	0	0	0	4,814	57,762
Feet of Sewer Cleaned	0	0	9,003	57,385	35,392	97,585	24,319	31,876	24,794	38,322	29,878	0	29,046	348,554
Overflows	2	2	1	7	0	0	0	0	1	0	0	0	1	13
<b>Station 1 (Carmel Creek) Info</b>														
Rainfall / Precipitation (inches)	4.42	1.58	2.13	9.62	3.68	7.56	0.78	0.40	3.19	5.38	1.98	2.78	3.63	43.50
Total Flow (in gallons)	83,190,000	69,300,000	70,140,000	87,290,000	72,540,000	77,890,000	60,950,000	49,860,000	52,045,000	60,610,000	59,126,000	59,591,000	66,878,000	802,532,000
Average Daily Flow (in gallons)	2,684,000	2,475,000	2,263,000	2,910,000	2,340,000	2,596,000	1,996,129	1,710,000	1,735,000	1,955,000	1,971,000	1,922,290	2,213,000	N/A
Minimum Flow (in gallons)	1,890,000	1,770,000	1,940,000	1,860,000	1,760,000	1,960,000	1,590,000	1,350,000	1,480,000	1,440,000	1,472,000	1,455,000	1,664,000	1,350,000
<b>Michigan Road Plant Info</b>														
Total Flow (in gallons)	67,160,000	46,996,000	64,897,000	75,734,000	62,165,000	59,706,000	61,204,000	61,829,000	55,852,000	62,551,000	64,970,000	73,474,000	63,045,000	756,538,000
Maximum Daily Flow (in gallons)	5,718,000	2,802,000	2,296,000	5,816,000	2,318,000	2,577,000	2,491,000	2,628,000	2,030,000	3,494,000	2,589,000	5,673,000	3,369,000	5,816,000
Average Daily Flow (in gallons)	2,166,000	1,678,000	2,093,000	2,524,000	2,005,232	1,990,200	1,974,323	1,994,484	1,861,733	2,017,774	2,165,667	2,370,129	2,070,000	N/A
Minimum Daily Flow (in gallons)	1,076,000	1,125,000	1,837,000	1,837,000	1,755,000	1,741,000	1,772,000	1,509,000	1,595,000	1,309,000	1,700,000	1,807,000	1,589,000	1,076,000
Total Flow to Both Plants	150,350,000	116,296,000	135,037,000	163,024,000	134,705,000	137,596,000	122,154,000	111,689,000	107,897,000	123,161,000	124,096,000	133,065,000	129,923,000	1,559,070,000
<b>Biosolids Handling</b>														
Wasted (Biosolids) (in gallons)	1,126,290	698,760	1,102,260	1,331,590	1,665,900	1,625,350	1,678,850	1,670,190	1,625,930	1,509,850	1,007,470	910,570	1,329,000	15,953,000
Dewatered (gallons)	591,000	354,000	575,000	479,000	1,245,000	1,044,000	1,271,000	1,148,000	753,000	742,000	504,000	447,000	763,000	9,153,000
Digested Sludge Withdrawn (gals)	464,100	459,800	358,800	479,300	584,900	419,600	508,600	519,600	525,300	701,100	490,700	447,400	497,000	5,959,000
													<b>13,666</b>	
<b>Customer Information</b>														
New Sewer Service Accounts	21	32	22	14	57	27	26	25	58	34	48	40	34	404
Permits Issued	35	21	40	45	62	49	47	40	35	32	36	25	39	467



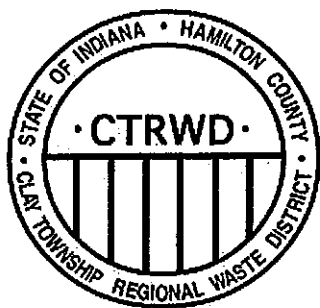
## BUDGET & FINANCE COMMITTEE AGENDA

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Friday, January 24, 2014 @ 7:30 A.M.  
10701 N. College Ave, Suite A, Indianapolis, IN 46280

# CANCELLED

The next meeting is scheduled for Friday, February 28, 2014 at 7:30 am.



## PERSONNEL & BENEFITS COMMITTEE

Monday, January 27, 2014 @ 7:30 A.M.  
Memorandum

Present: Chair Barb Lamb, Committee Members Michael McDonald and Joe Clark.  
Also in attendance: Utility Director Drew Williams, Customer Service Manager Terri Kreyling

Ms. Lamb called the meeting to order at 7:30 a.m.

Mr. Williams reported that Anthem Blue Cross will not provide vision coverage for the employees that opted out of the Anthem medical coverage. A motion was made by Ms. Lamb to accept Mr. Williams's proposal to provide similar coverage as the Blue View Vision plan by reimbursement to the employee per the coverage limits and was seconded by Joe Clark. The motion was approved unanimously.

Mr. Williams presented the safety report, noting the additional precautions being taken to protect against the frigid temperatures.

Ron Hansen, District Controller, will be handling insurance coverage. The District will research the ongoing health insurance changes prompted by the Affordable Healthcare Act; then make recommendations based on findings.

Mr. Williams reported that all 2013 annual staff reviews are complete. Feedback from the managers was very positive due to the ongoing communication between managers and staff throughout the year.

Based on goals and objectives set forth for 2014, Mr. Williams is currently enrolled in an online leadership training course; and will take a course in persuasive writing per the board's request.

Edie Miller, Administrative Assistant, has been assigned HR responsibilities which will include tracking employee certifications and training which will be done using the "Beyond Payroll" software currently in use by the District. Other components of the software will also be implemented in 2014 to increase HR efficiency and reduce paperwork.

Respectfully submitted,

Terri Kreyling  
Customer Service Manager



## MEMORANDUM

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**To: Board of Trustees**

**From: Andrew Williams**

**Date: February 3, 2014**

**Subject: Vision Coverage**

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The District's insurance coverage includes medical, vision and life through Anthem and dental through MetLife. In 2013 the vision coverage was also through MetLife, but Anthem required that the District take the Anthem Blue Vision coverage and Life Insurance as part of a package deal with the medical coverage. On January 9 the Anthem ID cards were finally issued and the four employees that declined the Anthem medical insurance had the life insurance coverage as expected, but unexpectedly were not covered for the vision. Anthem informed the District that all employees are covered for the life insurance but the vision coverage is only included with the medical coverage.

Since the employees had selected vision coverage when they completed the Form Fire online applications, I have been looking at alternative ways to provide coverage for these employees. MetLife would not provide a policy for just 4 of our 23 employees and I believe it unlikely that it would be a practical approach with any provider.

The P&B Committee reviewed the following proposed reimbursement coverage that would be similar coverage as the Blue View Vision plan's reimbursement for out-of-network coverage limits.

### Proposed Reimbursement Arrangement

**Exam:** Up to a \$42 reimbursement after a \$20 copayment

**Contacts:**

**Elective contacts:** up to an \$100 reimbursement

**Non-elective contact lenses:** up to a \$210 reimbursement

**Frame Allowance:** \$100

**Prescription lenses:** the following reimbursement after a \$20 copayment.

**Single vision lenses:** up to a \$40 reimbursement

**Bifocal lenses:** up to a \$60 reimbursement

**Trifocal lenses:** up to an \$80 reimbursement

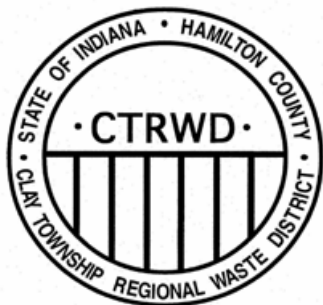
**Frequency Limits (Exam, Lenses and Frame or Contact Lenses):**

Exam-12 months, Lenses/Frames/Contacts-24 months

The premiums paid by the District to cover the 4 employees (and dependents) would have been \$362.88 for the year. The proposed reimbursement arrangement would increase the District's possible liability. A realistic reimbursement liability would be around \$1500 if all 13 covered employees/dependents had an eye exam and half got frames and lenses. This number could be substantially less depending on the use of the coverage.

**Recommended Action:** Approve the reimbursement of vision expenses as specified above for the employees not taking the District's medical coverage.





## CAPITAL & CONSTRUCTION COMMITTEE

Monday February 3, 2013 @ 4:30 P.M.  
Memorandum

Present: Chair Sam Mishelow, Committee Members Ron Hagan and Marilyn Anderson, Legal Counsel Anne Poindexter, District Engineer Ryan Hartman, and Utility Director Drew Williams.

Mr. Mishelow called the meeting to order at 4:30 p.m.

The first agenda item was the Low Pressure Systems versus Lift Stations for unserviceable parcels. Staff is recommending that unserviceable areas, which can provide documentation that lots are truly unserviceable, be allowed to utilize a low pressure system. Lift stations for developments with less than 75 homes are not believed to be fiscally in the best interest of the District due to overall maintenance and operation costs. The Committee has asked to allow for another review of Low Pressure System Policy and place it on the C&C Meeting agenda for March. Upon review they would be more comfortable in making a recommendation to the Board for the March 2014 meeting.

Mr. Mishelow moved to Agenda Item 2, regarding the Inflow and Infiltration Program. This February marks the 5 year anniversary of the I&I program. Just over 6,100 inspections have been completed with a failure rate below 1%. This program was written such that upon 5 years after an inspection, if the home is sold, a re-inspection is required. The Committee agreed that staff hours are probably better utilized in other areas of work and will make a recommendation that the 5 year re-inspection requirement be removed from the I/I Policy.

The next agenda item, Strand Associates – Northeast Regional Lift Station development. Mr. Hartman informed the committee that staff is currently working with Stoepelwerth/Republic Development on the Silvara site to incorporate a Regional Lift Station as part of the overall design. This lift station would give the District the ability to take four lift stations off line as well as service the large open space north of 116<sup>th</sup> Street and west of Springmill Rd.

The committee recommends approving two task orders for Strand Associates to complete plans and specifications for the new regional lift station, totaling \$62,000. It was requested that staff have a well delineated outline as to why a Regional Lift Station makes sense which can be easily presented to the Board as justification to move forward.

Mr. Mishelow moved to the next agenda item regarding LS # 17 replacement and related improvements. Atlas Excavating has completed the LS # 17 replacement project and the District is in the process of closing out this project.

Atlas has agreed to credit the District \$29,000 for liquidated damages after reaching final completion 58 days past due (\$500/day per contract x 58 days). Staff is of the opinion this amount fairly compensates the District for additional costs incurred as a result of delays in completing this project.

Costs and credits were finalized for multiple minor items incurred throughout construction. Costs included upgraded wet well hardware, additional privacy fence, lateral extension, additional epoxy lining of manholes, and other minor items related to conditions in the field differing from those indicated in the plans. Credits were included for minor value-engineered items. The net value of these items was \$13,102 additional cost and 3 days additional time.

Multiple warranty items remain incomplete; however, these items (reseeding and sod replacement) cannot be completed until spring when favorable weather arrives and the ground thaws.

The Committee recommends the Board approve Change Order 4 for a credit of \$15,898 (\$29,000 liquidated damages less \$13,102 additional costs).

The next agenda item relates to the Michigan Road Sewer Extension. Atlas Excavating completed the Michigan Road Sewer Extension project, and the District is in the process of closing it out.

Atlas agreed to credit the District \$5,000 for liquidated damages after reaching final completion 10 days past due (\$500/day per contract x 10 days). Staff believes this amount fairly compensates the District for additional costs incurred as a result of delays in completing this project.

Quantities were adjusted for multiple pay items due to conditions in the field differing from those indicated in the plans. The net value of these items was \$247 additional cost.

Multiple warranty items remain incomplete; however, these items (regrading settled areas, reseeding and sod replacement) cannot be completed until spring, when favorable weather arrives and the ground thaws.

The Committee recommends the Board approve Change Order 3 for a credit of \$4,753 (\$5,000 liquidated damages less \$247 additional costs).

Staff and GRW Engineering discussed the potential locations for underground storage. A draft submittal of this report is expected to be delivered on February 6, 2014 which will be followed up with a review meeting. To get things moving forward, staff has initiated contact with the property owners/HOA's to see who may be receptive to the idea of underground storage. Mr. Hartman stated that although he had limited data to present all property owners he contacted seemed receptive to project.

Mr. Hartman gave a Capital Projects Update. The sanitary sewer relocates for the US31 project is on hold until construction resumes in spring 2014. Sanitary Sewer Relocation Project at 106<sup>th</sup> and Illinois is moving slowly due to weather. The base of the splitter structure has been poured with rebar being tied and walls being formed up for a potential pour later in the week.

Mr. Williams reported that The Town of Zionsville and Hamilton Southeastern Utilities have jointly submitted a request to the IURC for a partial decertification that includes the parcels located within the Stillwater subdivision and two adjoining parcels. The request indicates that the parcels would be served by Clay Waste. At the November meeting, the Board of Trustees had indicated that service would be provided once a request was made by the Town of Zionsville. Ms. Poindexter believes the decertification request prepared by the Town of Zionsville and HSE could be considered a request for service. The Committee recommends that the Board accept these parcels into the District's service area so as to expedite the permitting process once the IURC approves the partial decertification request.

Mr. Mishelow adjourned the meeting at 5:40 p.m.

The next meeting is scheduled for Monday March 3, 2014 at 4:30 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Ryan Hartman". The signature is fluid and cursive, with a large loop at the end of the last name.

Ryan Hartman  
District Engineer



## MEMORANDUM

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**To: Board of Trustees**

**From: Ryan Hartman**

**Date: February 4, 2014**

**Subject: Infiltration and Inflow Program**

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February is the 5 year anniversary of the I&I program. Just over 6,100 inspections have been completed with a failure rate below 1%. This program was written such that upon 5 years after an inspection, if the home is sold, a re-inspection will be necessary. The Committee determined that it may be a better use of staff time to re-inspect past failures as random home re-inspections and as time allows. Below is the language in the policy that discusses the 5 year re-inspection requirement:

When a property is given a certification with all "N/A" or "Sufficient" designations, the certification shall be kept on file at the CTRWD Office and will be valid for five (5) years. If during that five (5) year period the property is sold, rented, or leased to another occupant that needs to have the name on the sewer account transferred, then the property does not need another certification. If such a transaction occurs after that five year period, a new certification is required.

**Action:** Recommend for approval that the 5 year re-inspection requirement be removed from the I/I Policy language.



## MEMORANDUM

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**To: Board of Trustees**

**From: Drew Williams**

**Date: February 4, 2014**

**Subject: Strand Engineering Design Agreement**

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A few months ago the Board was presented with the fact that a new lift station was needed to provide sewer service to the proposed Silvara development. Since this lift station was not identified on the master plan, the addition was presented to the Board for approval. Since that time, staff worked with Strand Engineering on master planning updates for this area and determined that the lift station site proposed by the developer would be a desirable location for a regional lift station. The lift station would also provide the future ability to take four lift stations offline as well as service the undeveloped acreage north of 116<sup>th</sup> Street and west of Springmill Road. Staff began working with Republic Development and their engineer, Stoepplewerth, on the Silvara site to incorporate a regional lift station as part to the overall design. Stoepplewerth did not feel qualified to design a lift station of this size. Therefore staff turned to Strand to design the station since they have the capability and had completed the studies of this service area. Due to Republic Development's aggressive schedule and their concern that the oversizing of the lift station and sewer mains would delay their permitting schedule, the staff had Strand start on the preliminary lift station design. However, the total contract with Strand for the design of the lift station is \$43,000 and requires Board approval.

Staff recommends proceeding with the development of this site as a regional lift station and therefore requests approval of the Strand design contract. A separate oversizing and reimbursement agreement between Republic Development and the District will be prepared and presented to the Board for approval prior to commencement of construction.

The timing of this development is beneficial to the District and will provide an alternative to other improvements planned for this drainage basin. These benefits include:

There will be a cost share between the developer and the District on construction of the lift station since the developer requires a lift station to develop their land.

The Capital budget currently includes \$1.5 million to upgrade LS #4 in order to handle the future capacity needs. The regional lift station will enable the District to eliminate LS #4 by extending 500' of sanitary sewer from the northeast corner of the Silvara development. This will save over a \$1 million which can be used for other improvements.

The interceptor fees for the Silvara development will be close to \$859,000 and will substantially offset the additional cost of pipe upsizing, adding sewer depth, and lift station upsizing.

There will be the ability to take lift stations #5, #19 and #21 offline in the future as development occurs in the area.

**Recommended Action:** Approve contract with Strand in the amount of \$43,000 for the Northeast Regional Lift Station Design and Master Planning of Offsite Real Estate.



## MEMORANDUM

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**To: Board of Trustees**

**From: Ryan Hartman**

**Date: January 4, 2014**

**Subject: Lift Station 17 Replacement and Related Improvements**

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Atlas Excavating has completed the Lift Station 17 replacement project. We are in the process of closing out this project.

Atlas has agreed to credit the District \$29,000 for liquidated damages after reaching final completion 58 days past due (\$500/day per contract x 58 days). We are of the opinion this amount fairly compensates the District for additional costs incurred as a result of delays in completing this project.

Costs and credits were finalized for multiple minor items incurred throughout construction. Costs included upgraded wet well hardware, additional privacy fence, lateral extension, additional epoxy lining of manholes, and other minor items related to conditions in the field differing from those indicated in the plans. Credits were included for minor value-engineered items. The net value of these items was \$13,102 additional cost and 3 days additional time.

Multiple warranty items remain incomplete; however, these items (reseeding and sod replacement) cannot be completed until spring when favorable weather arrives and the ground thaws.

**Recommended Action:** Recommend approving Change Order 4 for a credit of \$15,898 (\$29,000 liquidated damages less \$13,102 additional costs).



## MEMORANDUM

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**To: Board of Trustees**

**From: Ryan Hartman**

**Date: January 4, 2014**

**Subject: Michigan Rd. Sewer Extension**

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Atlas Excavating has completed the Michigan Road Sewer Extension project. The District is in the process of closing out this project.

Atlas has agreed to credit the District \$5,000 for liquidated damages after reaching final completion 10 days past due (\$500/day per contract x 10 days). Staff is of the opinion that this amount fairly compensates the District for additional costs incurred as a result of delays in completing this project.

Quantities were adjusted for multiple pay items due to conditions in the field differing from those indicated in the plans. The net value of these items was \$247 additional cost.

Multiple warranty items remain incomplete; however, these items (regrading settled areas, reseeding and sod replacement) cannot be completed until spring, when favorable weather arrives and the ground thaws.

**Recommended Action:** Recommend approving Change Order 3 for a credit of \$4,753 (\$5,000 liquidated damages less \$247 additional costs).





## MEMORANDUM

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**To: Board of Trustees**

**From: Drew Williams**

**Date: February 4, 2014**

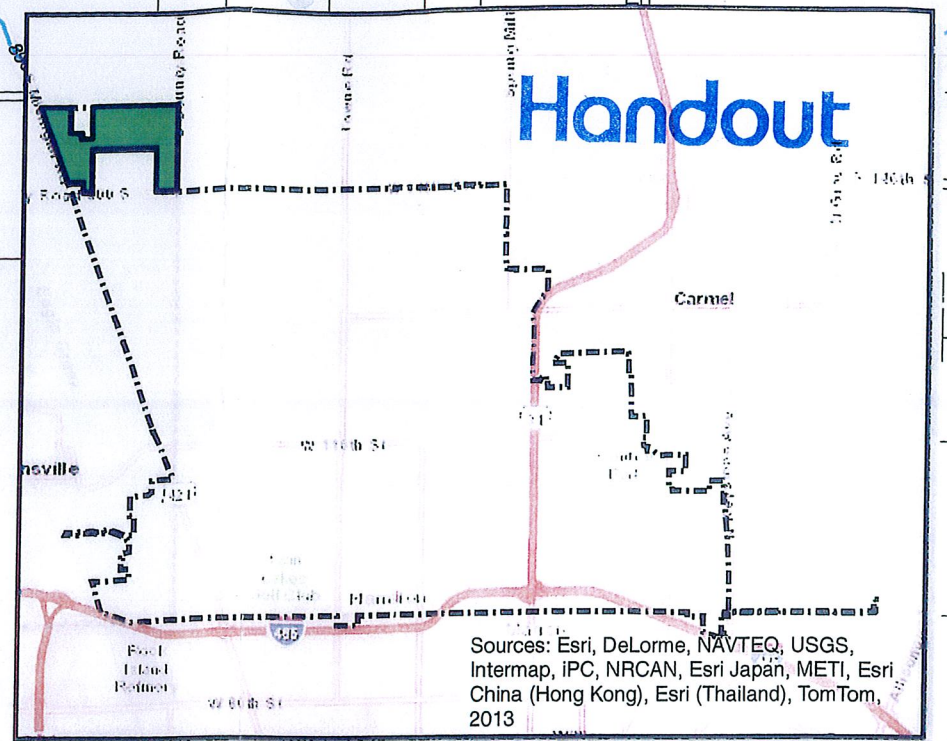
**Subject: Service Area Inclusion**

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The Town of Zionsville and Hamilton Southeastern Utilities have jointly submitted a request to the IURC for a partial decertification that includes the parcels located within the Stillwater subdivision and two adjoining parcels. The request indicates that the parcels would be served by Clay Waste. At the November meeting, the Board of Trustees had indicated that service would be provided once a request was made by the Town of Zionsville. Ms. Poindexter believes the decertification request prepared by the Town of Zionsville and HSE could be considered a request for service. Therefore, the recommended action before the Board is to accept these parcels into the District's service area so as to expedite the permitting process once the IURC approves the partial decertification request.

**Recommended Action:** Accept the parcels as described in the IURC partial decertification request into the District's service area.

# Clay Township Regional Waste District's Service Area



Existing CTRWD Service Area  
56 Acres

Boone County Proposed Service Area +/- 600 Acres  
1 Acre = 1 EDU

Countrywood  
63 Acres - 48 Lots

Speedway

Harris-IND-N

OVERBROOK

**Legend** Date: 5/31/2013

- Manholes
- CTRWD Service Area
- Mains**
- Diameter**
- 0 - 8 inch
- 10 - 12 inch
- 14 - 18 inch
- 21 - 27 inch
- Proposed Projects
- Proposed Boone County Service Area

**Proposed Interceptor and 8" Extensions**

- 10,000 Feet of 10" Interceptor Sewer with an Average Depth of 24 Feet
- 8" Sewer Main at an Average Depth of 12 Feet

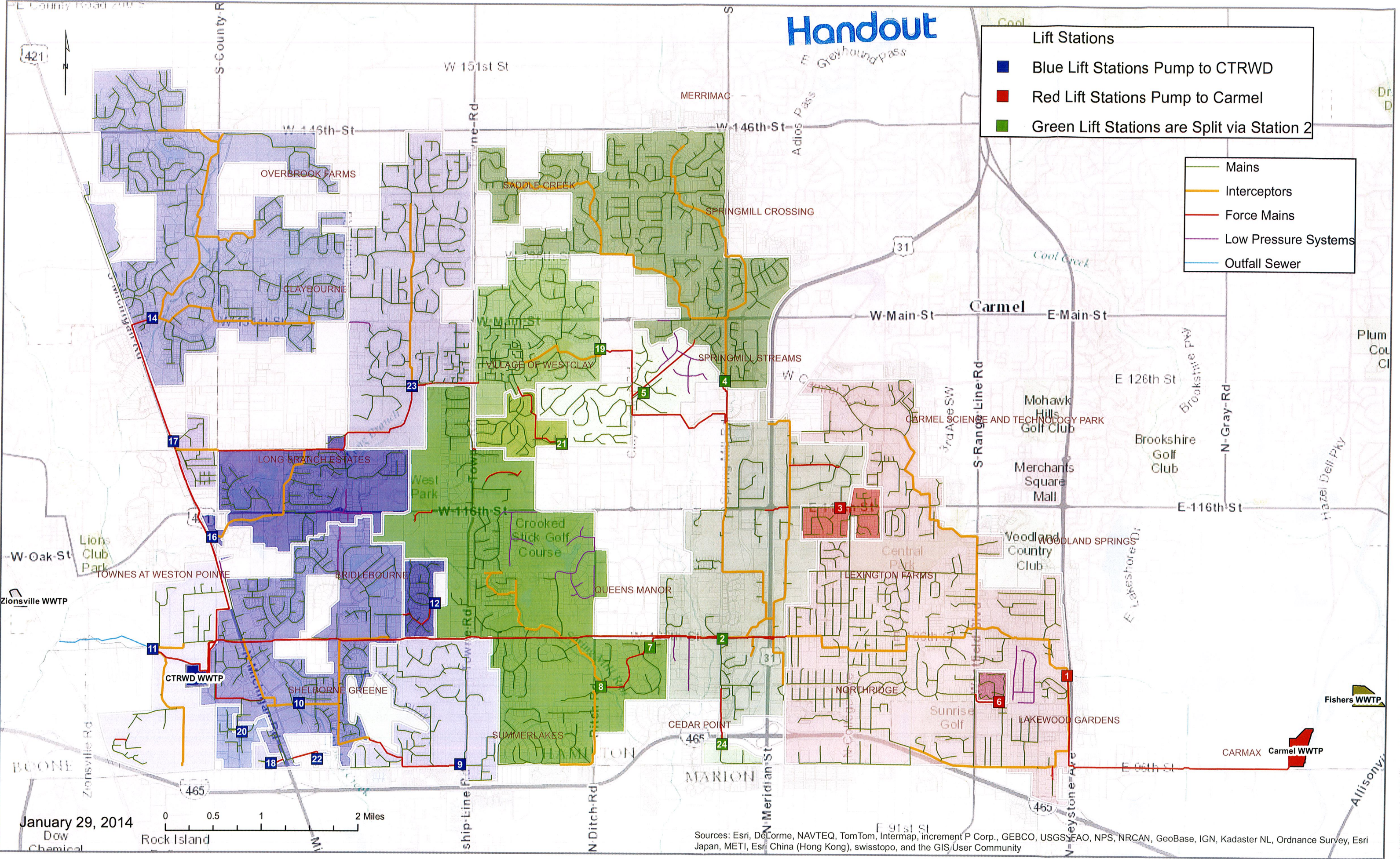
Sources: Esri, DeLorme, NAVTEQ, TomTom, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, and the GIS User Community

**Lift Stations**

- Blue Lift Stations Pump to CTRWD
- Red Lift Stations Pump to Carmel
- Green Lift Stations are Split via Station 2

**Infrastructure**

- Mains
- Interceptors
- Force Mains
- Low Pressure Systems
- Outfall Sewer



January 29, 2014  
0 0.5 1 2 Miles

Sources: Esri, DeLorme, NAVTEQ, TomTom, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, and the GIS User Community

## CLAY TOWNSHIP REGIONAL WASTE DISTRICT

Service Area by Lift Station and Treatment Plant

Clay Township Regional Waste District

8.a.

Register of Claims

For the period 1/14/2014 through 2/10/2014

Name of Claimant	Fund	Payment Date	Check Number	Amount of Claim	Amount Allowed	Memorandum
Strand Associates, Inc.	Operating	1/14/14	4500	\$3,252.30	\$3,252.30	Final - North Central Reg Service Area Study
Weihe Construction, Inc	Operating	1/14/14	4501	\$5,530.87	\$5,530.87	CIP - Edgwood - final
White's Ace Hardware-Carmel	Operating	1/14/14	4502	\$56.97	\$56.97	Office Supplies
Xylem Water Solutions USA, Inc	Operating	1/14/14	4503	\$1,050.00	\$1,050.00	CIP - Lift Station pump replacement
Zee Medical, Inc.	Operating	1/14/14	4504	\$127.55	\$127.55	Safety supplies - office
Zee Medical, Inc.	Operating	1/14/14	4504	\$76.30	\$76.30	Safety supplies - plant
NickPrint, Inc.	Operating	1/14/14	4505	\$42.00	\$42.00	Customer Outreach
Joe Elery	Operating	1/14/14	4506	\$29.12	\$29.12	Travel/Mileage
Republic Services #761	Operating	1/14/14	4507	\$188.03	\$188.03	Plant Trash Service
Signius Communications	Operating	1/14/14	4508	\$52.50	\$52.50	Answering Service
Candy Feltner	Operating	1/14/14	4509	\$60.92	\$60.92	Mileage & Collection Exp
Ryland Homes	Operating	1/14/14	4510	\$6,600.00	\$6,600.00	12844, 12846, 12848, 12850 Bird Cage Walk
Indianapolis Power & Light Co	Plant Expansion	1/15/14	4511	\$82.13	\$82.13	LS3
Indianapolis Power & Light Co	Plant Expansion	1/15/14	4511	\$581.05	\$581.05	LS8
Indianapolis Power & Light Co	Plant Expansion	1/15/14	4511	\$398.01	\$398.01	LS9
Indianapolis Power & Light Co	Plant Expansion	1/15/14	4511	\$973.17	\$973.17	LS10
Indianapolis Power & Light Co	Plant Expansion	1/15/14	4511	\$80.55	\$80.55	LS12
Indianapolis Power & Light Co	Plant Expansion	1/15/14	4511	\$21.18	\$21.18	LS18
Indianapolis Power & Light Co	Plant Expansion	1/15/14	4511	\$64.11	\$64.11	LS20
Indianapolis Power & Light Co	Plant Expansion	1/15/14	4511	\$39.01	\$39.01	LS22
Indianapolis Power & Light Co	Plant Expansion	1/15/14	4511	\$4,646.74	\$4,646.74	LS2
Indianapolis Power & Light Co	Plant Expansion	1/15/14	4511	\$33.08	\$33.08	LS24
Indianapolis Power & Light Co	Plant Expansion	1/15/14	4511	\$21.93	\$21.93	LS25
Vectren Energy Delivery	Plant Expansion	1/15/14	4512	\$55.44	\$55.44	LS2
Vectren Energy Delivery	Plant Expansion	1/15/14	4512	\$25.65	\$25.65	LS4
Vectren Energy Delivery	Plant Expansion	1/15/14	4512	\$17.78	\$17.78	LS10
WEX BANK	Operating	1/15/14	4513	\$115.81	\$115.81	Fuel
PNC Bank	Operating	1/15/14	4514	\$5,884.70	\$5,884.70	CC Expense Dec 2013
Joe Hood	Operating	1/17/14	4515	\$100.24	\$100.24	Travel/Mileage-On Call
Brehob Corporation	Operating	1/17/14	4516	\$953.59	\$953.59	Plant R&M
Brehob Corporation	Operating	1/17/14	4516	\$300.00	\$300.00	Vehicle R&M
AT&T Mobility	Operating	1/21/14	4517	\$584.48	\$584.48	LS Phone Service
Carmel Utilities	Operating	1/21/14	4518	\$10.89	\$10.89	LS1 Water
Carmel Utilities	Operating	1/21/14	4518	\$10.89	\$10.89	LS2 Water
Dell Marketing L.P.	Operating	1/21/14	4519	\$887.25	\$887.25	Computer Expense
IN Dept. of Workforce Development	Operating	1/21/14	4520	\$385.00	\$385.00	Acct #133635 Unemployment
IN.GOV	Operating	1/21/14	4521	\$110.00	\$110.00	Annual Fee
Runyon Equipment Rental	Operating	1/21/14	4522	\$864.00	\$864.00	LS 24 Generator Rental
Tyco Integrated Security LLC	Operating	1/21/14	4523	\$339.77	\$339.77	Plant Security Service

Clay Township Regional Waste District

8.a.

Register of Claims

For the period 1/14/2014 through 2/10/2014

Name of Claimant	Fund	Payment Date	Check Number	Amount of Claim	Amount Allowed	Memorandum
Unum Life Insurance Co	Operating	1/21/14	4524	\$753.62	\$753.62	Employee Insurance
Anthem Blue Cross Blue Shield	Operating	1/21/14	4525	\$37,887.30	\$37,887.30	Health Insurance - Jan & Feb
Bright House Networks	Operating	1/22/14	4526	\$203.31	\$203.31	Internet Service JAN
AFLAC	Operating	1/24/14	4527	\$381.42	\$381.42	Deferred Liability
AT&T Mobility	Operating	1/24/14	4528	\$1,278.08	\$1,278.08	Mobile Phone Service
Express Services, Inc.	Operating	1/24/14	4529	\$641.90	\$641.90	Temp Office Staff w/e 01/12/14
Fred Pryor Seminars-Career Track	Operating	1/24/14	4530	\$199.00	\$199.00	Training Rewards Renewal
Indy Express, Inc.	Operating	1/24/14	4531	\$181.90	\$181.90	Mail Delivery Service Dec. 2013
Jason Lewin	Operating	1/24/14	4532	\$85.12	\$85.12	Travel/Mileage-On Call
MetLife	Operating	1/24/14	4533	\$1,809.12	\$1,809.12	Employee Dental Insurance
Pitney Bowes	Operating	1/24/14	4534	\$200.00	\$200.00	Term Rental-Office Services
Amy Barnhart	Operating	1/27/14	4535	\$16.46	\$16.46	Refund
Citizens Energy Group	Operating	1/27/14	4536	\$30.01	\$30.01	Plant Utilities
Indiana Dept of Environmental Mgmt	Operating	1/27/14	4537	\$30.00	\$30.00	Oper III Exam Fee
Zionsville Chamber of Commerce, Inc	Operating	1/27/14	4538	\$100.00	\$100.00	Memebership Dues 2014
Duke Energy	Operating	1/28/14	4539	\$2,283.23	\$2,283.23	LS 1
Duke Energy	Operating	1/28/14	4539	\$68.27	\$68.27	LS 6
Duke Energy	Operating	1/28/14	4539	\$473.86	\$473.86	LS 4
Duke Energy	Operating	1/28/14	4539	\$208.88	\$208.88	LS 5
Duke Energy	Operating	1/28/14	4539	\$149.85	\$149.85	LS 21
Duke Energy	Operating	1/28/14	4539	\$217.00	\$217.00	LS 19
Duke Energy	Operating	1/28/14	4539	\$1,201.64	\$1,201.64	LS 14
Duke Energy	Operating	1/28/14	4539	\$296.77	\$296.77	LS 11
Duke Energy	Operating	1/28/14	4539	\$990.53	\$990.53	LS 17
Duke Energy	Operating	1/28/14	4539	\$265.43	\$265.43	LS 16
Eddie Miller	Operating	1/29/14	4540	\$22.40	\$22.40	Travel/Mileage-Seminars
Allison Payment Systems LLC	Operating	1/30/14	4541	\$4,520.68	\$4,520.68	Prepaid Postage-January Billing
Express Services, Inc.	Operating	1/30/14	4542	\$982.50	\$982.50	Temp Office Staff w/e 01/19/14
Indiana Dept of Environmental Mgmt	Operating	1/31/14	4543	\$30.00	\$30.00	WWTP Operator Certificate Exam
Indiana Dept of Environmental Mgmt	Operating	1/31/14	4543	\$30.00	\$30.00	WWTP Operator Certificate Exam
Kevin Rybak	Operating	1/31/14	4544	\$30.24	\$30.24	Travel/Mileage On Call
Jackie Larkin	Operating	2/3/14	4545	\$1,237.55	\$1,237.55	Refund Overpayment
AT&T	Operating	2/3/14	4546	\$212.05	\$212.05	Plant Phone Service
Duke Energy	Operating	2/3/14	4547	\$15,599.17	\$15,599.17	Plant Utilities
Duke Energy	Operating	2/3/14	4547	\$450.45	\$450.45	LS 23
Vectren Energy Delivery	Operating	2/3/14	4548	\$3,212.71	\$3,212.71	Plant Utilities
Bright House Networks	Operating	2/4/14	4549	\$59.95	\$59.95	Internet Service Feb.
Express Services, Inc.	Operating	2/4/14	4550	\$786.00	\$786.00	Temp Staff w/e 01/26/14
Gerig-Ottenweller Contracting, LLC	Plant Expansion	2/10/14	4551	\$126,204.47	\$126,204.47	CIP - Plant Expansion - pay app# 23

Clay Township Regional Waste District

8.a.

Register of Claims

For the period 1/14/2014 through 2/10/2014

Name of Claimant	Fund	Payment Date	Check Number	Amount of Claim	Amount Allowed	Memorandum
Strand Associates, Inc.	Plant Expansion	2/10/14	4552	\$3,597.52	\$3,597.52	CIP - Plant Expansion
Strand Associates, Inc.	Plant Expansion	2/10/14	4552	\$404.63	\$404.63	CIP - WWTP Digesters
Culy Contracting, Inc.	Reserve for Repl.	2/10/14	4553	\$3,559.98	\$3,559.98	CIP - Lift Station check valve repl.
Gerig-Ottenweller Contracting, LLC	Reserve for Repl.	2/10/14	4554	\$8,427.00	\$8,427.00	CIP - Pump Replacement pay app# 2
JWC Environmental, LLC	Reserve for Repl.	2/10/14	4555	\$13,186.00	\$13,186.00	CIP - Repair LS# 1 macerator
Piedmont Technical Services	Reserve for Repl.	2/10/14	4556	\$3,250.00	\$3,250.00	CIP - UV hydraulic system
4 All Promos	Operating	2/10/14	4557	\$1,319.44	\$1,319.44	Customer outreach & education
982-Praxair Distribution, Inc.	Operating	2/10/14	4558	\$23.38	\$23.38	Plant operating supplies
Accurate Laser Systems, Inc.	Operating	2/10/14	4559	\$177.00	\$177.00	Locate marking paint
Allison Payment Systems LLC	Operating	2/10/14	4560	\$3,200.17	\$3,200.17	Utility bill printing - Jan
Barbara Lamb	Operating	2/10/14	4561	\$150.00	\$150.00	Board fees
BDI	Operating	2/10/14	4562	\$462.67	\$462.67	Plant R&M
Bio Chem, Inc.	Operating	2/10/14	4563	\$3,473.93	\$3,473.93	Biosolids disposal chemicals
Brenntag Mid-South, Inc.	Operating	2/10/14	4564	\$4,148.90	\$4,148.90	Alum - plant operating supplies
Carl S. Mills	Operating	2/10/14	4565	\$100.00	\$100.00	Board fees
Carmel Utilities	Operating	2/10/14	4566	\$592.05	\$592.05	Hydrant meter rent & usage
Carmel Utilities	Operating	2/10/14	4567	\$7,020.00	\$7,020.00	Billing meter reads
Carmel Utilities	Operating	2/10/14	4567	\$64,407.69	\$64,407.69	Sewage treatment
CHEMSEARCHFE	Operating	2/10/14	4568	\$511.27	\$511.27	Collection operating supplies
Chesley Associates, Inc.	Operating	2/10/14	4569	\$347.38	\$347.38	Plant R&M
CINTAS Corporation #018-G65	Operating	2/10/14	4570	\$110.04	\$110.04	Shop towels & mats
CINTAS Corporation #018-G65	Operating	2/10/14	4570	\$110.04	\$110.04	Shop towels & mats
CINTAS Corporation #018-G65	Operating	2/10/14	4570	\$110.04	\$110.04	Shop towels & mats
CINTAS Corporation #018-G65	Operating	2/10/14	4570	\$110.04	\$110.04	Shop towels & mats
Community Employer Health	Operating	2/10/14	4571	\$332.96	\$332.96	Employee wellness
Community Occupational Health Services	Operating	2/10/14	4572	\$97.00	\$97.00	Employment testing
DAVIS WHOLESALE SUPPLY	Operating	2/10/14	4573	\$577.22	\$577.22	Plant operating supplies
DLZ Indiana, LLC	Operating	2/10/14	4574	\$150.00	\$150.00	Constr Observ - The Bridges Com Amenity
DLZ Indiana, LLC	Operating	2/10/14	4574	\$300.00	\$300.00	Constr Observ - West Carmel Commons
Environmental Resource Associates	Operating	2/10/14	4575	\$522.54	\$522.54	Sewer sampling
Eric Hand	Operating	2/10/14	4576	\$100.00	\$100.00	Board fees
Evoqua Water Technologies LLC	Operating	2/10/14	4577	\$387.00	\$387.00	Sewer sampling
FerrellGas	Operating	2/10/14	4578	\$70.13	\$70.13	Plant operating supplies
FerrellGas	Operating	2/10/14	4578	\$29.00	\$29.00	Plant operating supplies
Fisher Scientific	Operating	2/10/14	4579	\$802.89	\$802.89	Lab supplies
Fluid Waste Services, Inc.	Operating	2/10/14	4580	\$37,388.30	\$37,388.30	Clean VLR tanks - Dec
Fluid Waste Services, Inc.	Operating	2/10/14	4580	\$20,713.75	\$20,713.75	Clean VLR tanks - Jan
Fluid Waste Services, Inc.	Operating	2/10/14	4580	\$307.50	\$307.50	Televising
Genuine Parts Company-Indianapolis	Operating	2/10/14	4581	\$14.56	\$14.56	Plant R&M

Clay Township Regional Waste District

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Register of Claims

For the period 1/14/2014 through 2/10/2014

Name of Claimant	Fund	Payment Date	Check Number	Amount of Claim	Amount Allowed	Memorandum
Genuine Parts Company-Indianapolis	Operating	2/10/14	4581	\$228.00	\$228.00	Vehicle R&M
Genuine Parts Company-Indianapolis	Operating	2/10/14	4581	\$3.98	\$3.98	Vehicle R&M
Genuine Parts Company-Indianapolis	Operating	2/10/14	4581	\$48.99	\$48.99	Lift Station R&M
Genuine Parts Company-Indianapolis	Operating	2/10/14	4581	\$6.49	\$6.49	Plant R&M
Genuine Parts Company-Indianapolis	Operating	2/10/14	4581	\$32.99	\$32.99	Vehicle R&M
Genuine Parts Company-Indianapolis	Operating	2/10/14	4581	\$25.43	\$25.43	Plant R&M
Genuine Parts Company-Indianapolis	Operating	2/10/14	4581	\$6.99	\$6.99	Vehicle R&M
Grainger	Operating	2/10/14	4582	\$188.59	\$188.59	Lift Station R&M
Grainger	Operating	2/10/14	4582	\$4,009.69	\$4,009.69	Plant & LS R&M
Grainger	Operating	2/10/14	4582	\$369.04	\$369.04	Plant R&M
Grainger	Operating	2/10/14	4582	\$1,283.85	\$1,283.85	CIP - Occupancy lighting
Grainger	Operating	2/10/14	4582	\$1,153.75	\$1,153.75	CIP - Occupancy lighting
Grainger	Operating	2/10/14	4582	\$184.05	\$184.05	Lift Station R&M
Grainger	Operating	2/10/14	4582	\$1,395.90	\$1,395.90	Plant & LS R&M
Grainger	Operating	2/10/14	4582	\$588.12	\$588.12	Plant R&M
Grainger	Operating	2/10/14	4582	\$371.82	\$371.82	Plant R&M
Grainger	Operating	2/10/14	4582	\$52.07	\$52.07	Plant R&M
Gravel Conveyors, Inc.	Operating	2/10/14	4583	\$270.08	\$270.08	CIP - Illinois & 106th St Sewer Ext
GRW	Operating	2/10/14	4584	\$1,937.50	\$1,937.50	Engineering - Basin# 1 Storage
GRW	Operating	2/10/14	4584	\$780.00	\$780.00	Engineering - LS# 6 elimination
Hach Company	Operating	2/10/14	4585	\$322.97	\$322.97	Sewer sampling
HD Supply Waterworks, LTD	Operating	2/10/14	4586	\$546.20	\$546.20	Inventory - Collection
Indiana Dept of Environmental Mgmt	Operating	2/10/14	4587	\$8,500.00	\$8,500.00	Annual permit fees
Indiana Dept of Environmental Mgmt	Operating	2/10/14	4587	\$100.00	\$100.00	Annual stormwater fee
Indiana Industrial Operators Assoc.	Operating	2/10/14	4588	\$225.00	\$225.00	IIOA training - Jacob Tolley
Indiana Industrial Operators Assoc.	Operating	2/10/14	4588	\$175.00	\$175.00	IIOA training - Bob Roudebush
Indy IT Professionals, Inc.	Operating	2/10/14	4589	\$80.00	\$80.00	Citrix Issues-Tech Support
Indy IT Professionals, Inc.	Operating	2/10/14	4589	\$1,343.60	\$1,343.60	Monthly Service Agreement
IUPPS	Operating	2/10/14	4590	\$817.20	\$817.20	Locates - office services
IWEA	Operating	2/10/14	4591	\$75.00	\$75.00	Collection CS-IV exam - Bob Roudebush
Jane B. Merrill	Operating	2/10/14	4592	\$50.00	\$50.00	Board fees
Joseph R. Clark	Operating	2/10/14	4593	\$150.00	\$150.00	Board fees
Kirby Risk Electrical Supply	Operating	2/10/14	4594	\$90.63	\$90.63	Plant R&M
Kirby Risk Electrical Supply	Operating	2/10/14	4594	\$120.62	\$120.62	Plant R&M
Kirby Risk Electrical Supply	Operating	2/10/14	4594	\$96.32	\$96.32	Plant R&M
MacAllister Machinery Company, Inc.	Operating	2/10/14	4595	\$993.05	\$993.05	Lift Station R&M
Marilyn Anderson	Operating	2/10/14	4596	\$150.00	\$150.00	Board fees
Merrell Brothers, Inc.	Operating	2/10/14	4597	\$4,625.73	\$4,625.73	Biosolids disposal
Merrell Brothers, Inc.	Operating	2/10/14	4597	\$300.00	\$300.00	Biosolids - 2013 EPA report

Clay Township Regional Waste District

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Register of Claims

For the period 1/14/2014 through 2/10/2014

Name of Claimant	Fund	Payment Date	Check Number	Amount of Claim	Amount Allowed	Memorandum
Michael A. McDonald	Operating	2/10/14	4598	\$200.00	\$200.00	Board fees
A Specialties	Operating	2/10/14	4599	\$195.40	\$195.40	Plant R&M
Denise Sheperd	Operating	2/10/14	4600	\$33.63	\$33.63	Refund on final bill
James Pierce	Operating	2/10/14	4601	\$34.15	\$34.15	Refund on final bill
Jeff McInerney	Operating	2/10/14	4602	\$19.60	\$19.60	Refund on final bill
Jim Sigel	Operating	2/10/14	4603	\$21.48	\$21.48	Refund on final bill
Khalid Hanif	Operating	2/10/14	4604	\$31.71	\$31.71	Refund on final bill
Maurice Edelen	Operating	2/10/14	4605	\$17.28	\$17.28	Refund on final bill
Tarak B Thaker	Operating	2/10/14	4606	\$23.63	\$23.63	Refund on final bill
Wei Shen & Ting Wei	Operating	2/10/14	4607	\$21.78	\$21.78	Refund on final bill
William Hiatt	Operating	2/10/14	4608	\$16.53	\$16.53	Refund on final bill
Cory CUI	Operating	2/10/14	4609	\$25.39	\$25.39	Refund on final bill
David & Sheryl Hughes	Operating	2/10/14	4610	\$29.75	\$29.75	Refund on final bill
William & Karen Hedberg	Operating	2/10/14	4611	\$64.81	\$64.81	Refund sewer overpayment
Nalco Crossbow Water	Operating	2/10/14	4612	\$540.75	\$540.75	Sewer sampling supplies
NCL of Wisconsin, Inc.	Operating	2/10/14	4613	\$345.38	\$345.38	Sewer sampling supplies
Office Depot	Operating	2/10/14	4614	\$31.99	\$31.99	Office supplies
On-Site Supply	Operating	2/10/14	4615	\$255.65	\$255.65	Safety materials
On-Site Supply	Operating	2/10/14	4615	\$290.60	\$290.60	Safety materials
Patriot Pumps	Operating	2/10/14	4616	\$125.00	\$125.00	Plant R&M
PFM Truck & Car Care Center	Operating	2/10/14	4617	\$390.53	\$390.53	Vehicle R&M
PFM Truck & Car Care Center	Operating	2/10/14	4617	\$133.92	\$133.92	Vehicle R&M
Printing Plus	Operating	2/10/14	4618	\$16.46	\$16.46	Office supplies
Professional Garage Door Systems, Inc	Operating	2/10/14	4619	\$312.50	\$312.50	Plant R&M
Republic Services #761	Operating	2/10/14	4620	\$188.03	\$188.03	Plant trash service
Reserve Account	Operating	2/10/14	4621	\$750.00	\$750.00	Postage
Ronald L. Hagan	Operating	2/10/14	4622	\$150.00	\$150.00	Board fees
Samuel Mishelow	Operating	2/10/14	4623	\$100.00	\$100.00	Board fees
State Industrial Products	Operating	2/10/14	4624	\$470.46	\$470.46	Lift station supplies
Taylor Oil Company, Inc.	Operating	2/10/14	4625	\$187.72	\$187.72	Equipment repair
Taylor Oil Company, Inc.	Operating	2/10/14	4625	\$1,905.47	\$1,905.47	Fuel
Taylor Systems, Inc.	Operating	2/10/14	4626	\$99.54	\$99.54	Plant phone system service
US Signal	Operating	2/10/14	4627	\$476.74	\$476.74	Computer expense
Vasey Commercial Heating & AC, Inc.	Operating	2/10/14	4628	\$525.00	\$525.00	Plant R&M
Vasey Commercial Heating & AC, Inc.	Operating	2/10/14	4628	\$166.24	\$166.24	Plant R&M
Vasey Commercial Heating & AC, Inc.	Operating	2/10/14	4628	\$614.55	\$614.55	Plant R&M
WEX BANK	Operating	2/10/14	4629	\$228.69	\$228.69	Fuel - office
Xylem Water Solutions USA, Inc	Operating	2/10/14	4630	\$468.00	\$468.00	Lift Station R&M
Beyond Payroll	Operating ACH	1/14/14	20140101	\$67,309.32	\$67,309.32	Payroll for period ending 1/3/2014



Clay Township Regional Waste District

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Register of Claims

For the period 1/14/2014 through 2/10/2014

Name of Claimant	Fund	Payment Date	Check Number	Amount of Claim	Amount Allowed	Memorandum
Great-West Retirement (Hoosier START)	Operating ACH	1/14/14	20140102	\$2,141.81	\$2,141.81	Employee 457b liability
Great-West Retirement (Hoosier START)	Operating ACH	1/14/14	20140102	\$4,703.00	\$4,703.00	Employer 401a Retirement - 1/8 payroll
Beyond Payroll	Operating ACH	1/22/14	20140103	\$52,877.03	\$52,877.03	Payroll for the period ending 1/17/2014
Great-West Retirement (Hoosier START)	Operating ACH	1/22/14	20140104	\$5,065.77	\$5,065.77	Employer 401a Retirement - 1/22 payroll
Great-West Retirement (Hoosier START)	Operating ACH	1/22/14	20140104	\$2,257.95	\$2,257.95	Employee 457b liability - 1/22 payroll
Beyond Payroll	Operating ACH	2/5/14	20140105	\$504.00	\$504.00	Jan payroll processing fee
Beyond Payroll	Operating ACH	2/5/14	20140105	\$213.50	\$213.50	2013 W-2 fees
Beyond Payroll	Operating ACH	2/4/14	20140106	\$51,484.22	\$51,484.22	Payroll for the period ending 1/31/2014
Great-West Retirement (Hoosier START)	Operating ACH	2/5/14	20140107	\$2,334.87	\$2,334.87	Employee 457b - 2/5 payroll
Great-West Retirement (Hoosier START)	Operating ACH	2/5/14	20140107	\$4,951.11	\$4,951.11	Employer 401a - 2/5 payroll

ALLOWANCE OF CLAIMS

We have examined the claims listed on the foregoing Register of Claims, consisting of 6 pages, and except for claims not allowed as shown on the register, such claims are hereby allowed in the total amount of \$ 653,625.49 - no investments.

J.R. Clark  
Marilyn Anderson  
Jane Merrill

Ronald L. Hogan  
Eric M. Hand  
Michael McDonald

Burton L. Lamb  
Paul Smith