



Clay Township Regional Waste District

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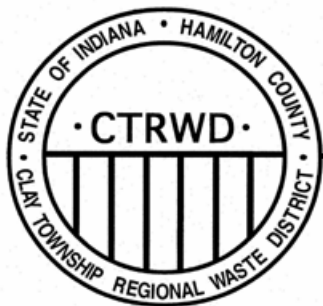
Board of Trustees Meeting Agenda

Monday, October 9, 2017 @ 7:00 p.m.

Clay Township Government Center

10701 N. College Avenue, Indianapolis, IN 46280

- 1. Roll Call**
- 2. Approval of Meeting Memorandum**
 - a. September 11, 2017
- 3. Approval of Claims Docket**
- 4. Public Comment**
- 5. Attorney's Report**
 - a. Project Updates
 - b. Report of Pending Litigation
- 6. Utility Director's Report**
 - a. Director's Report
- 7. Committee Reports**
 - a. Budget & Finance Committee
 - b. Personnel & Benefits Committee
 - c. Capital & Construction Committee
 - i. #1505 WWTP Odor Control Project Change Order 1
 - ii. #1602 Springmill Parallel Interceptor Project Change Order 2
 - iii. First Reading of Ordinance 10-09-2017
- 8. Old Business**
- 9. New Business**
- 10. Adjourn**



BOARD OF TRUSTEES MEETING

Monday, September 11, 2017 @ 7:00 p.m.

Memorandum

Ms. Anderson called the meeting to order at 7:00 p.m.

ROLL CALL

Present: Board President Marilyn Anderson, Vice President Steve Pittman, Secretary Michael McDonald, Treasurer Jane Merrill, Members Carl Mills, Barb Lamb, Eric Hand, and Michael Shaver. Also in attendance: Utility Director Drew Williams, Legal Counsel Anne Poindexter.

Absent: Chuck Ford

The audience sheet is attached.

APPROVAL OF MEMORANDUMS

A motion was made by Mr. McDonald to approve the August 14, 2017 Board Meeting Memorandum and was seconded by Mr. Pittman. The motion was approved unanimously.

APPROVAL OF CLAIMS DOCKET

A motion was made by Mr. Mills to approve the Claims Docket totaling \$1,640,588.30 and was seconded by Ms. Merrill. The motion was approved unanimously.

PUBLIC COMMENTS

Lauren Toppin from Citizens Westfield was in attendance, but had no comments. There were no other public comments.

ATTORNEY'S REPORT

Mrs. Poindexter had no updates to report.

UTILITY DIRECTOR'S REPORT

Mr. Williams reported that the Employee Appreciation Picnic at West Park was a success. The umbrellas were given to employees and board members in recognition of the hard work put forth to eliminate sources of I & I during wet weather events.

Representatives from IDEM showed up at the WWTP on Friday, September 8 to perform the annual inspection. This inspection is unannounced and does not allow for any preparation on the part of staff. The 5-hour inspection went very well and the final report should be available within the next 2 weeks. The 2 items that were noted have already

been addressed: backups caused by the epoxy coating that came loose from the manholes, and a plug that was left in the line by a contractor.

BUDGET & FINANCE COMMITTEE

Ms. Merrill reported that there are no action items.

PERSONNEL & BENEFITS COMMITTEE

Ms. Lamb reported that there are no action items.

CAPITAL & CONSTRUCTION COMMITTEE

A motion was made by Mr. Hand to accept the dedication of Jacksons Grant on Williams Creek Section 3 and was seconded by Mr. Pittman. The motion was approved unanimously.

Citizens Westfield Request – Mr. Hand reported that the Committee is not recommending further discussion regarding the request from Citizens Westfield for a wholesale agreement with the District. The Committee believes the Resolution passed by the Board at the August meeting clearly states their position.

Staff received a request from the Town of Zionsville to release a portion of the District's territory, as shown on the attached map. A motion was made by Mr. Hand to approve the release and petition IDEM for approval and was seconded by Ms. Lamb. Mr. Shaver asked if it is necessary for the District to petition IDEM, rather than the City of Zionsville file the petition. Mrs. Poindexter replied that it is the District's responsibility. Mr. McDonald asked if the District has any assets or capital invested in this area. The District does not. The motion was approved unanimously.

OLD BUSINESS

There was no old business for discussion.

NEW BUSINESS

Mr. Williams presented three videos of previous WEF Operator's Challenges so the Board could have a better understanding of the events that the District's "Mechanical Seals" Team will participate in at the end of September at the national competition in Chicago. Mr. Williams thanked the Board for their support of these activities because they provide staff members with opportunities to expand their knowledge base and learn of new innovations in the industry.

Ms. Anderson thanked the Board for their thorough discussions of the agenda items, particularly at the August Board Meeting.

ADJOURN

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

The meeting was adjourned at 7:30 p.m.

The next Board of Trustees Meeting is scheduled for Monday, October 9, 2017 at 7:00 p.m.

Respectfully submitted,

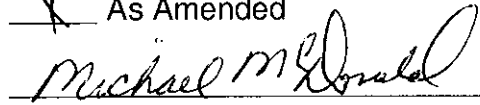


Andrew Williams
Utility Director

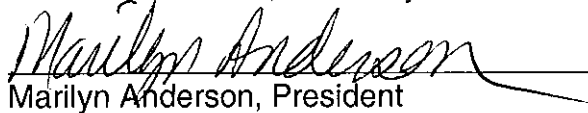
Approved:

☐ As Presented

☒ As Amended



Michael McDonald, Secretary



Marilyn Anderson, President

Clay Township Regional Waste
District Register of Claims
For the period 9/7/17-10/5/17

Payment date	Payment number	Bank name	Payee name	Amount	Amount Allowed	Description
9/7/17	10576	Operating	Bee Green Lawn Care & Plant	\$85.00	\$85.00	Lawn care
9/7/17	Healthcare 10577	Operating	Carmel Utilities	\$78,037.84	treatment\$78,037.84	August
9/7/17	10578	Operating	Clay Township Trustee	\$2,787.75	10578\$2,787.75	August operating
9/7/17	10579	Operating	Taylor Oil Company, Inc.	\$1,323.47	expenses\$1,323.47	Vehicle repairs
9/13/17	10580	Operating	Aaron Strong	\$71.86	\$71.86	Employee appreciation
9/13/17	10581	Operating	Cindy Sheeks	\$17.14	baskets\$17.14	Board meeting
9/13/17	10582	Operating	Jason Lewin	\$87.74	expense\$87.74	Mileage
9/14/17	10585	Operating	IPL	\$8,679.71	\$8,679.71	CIP-Proj 1601 - Valve vault control panel
9/14/17	10587	Operating	Andrew Williams	\$22.28	\$22.28	Lunch expense reimbursement
9/14/17	10588	Operating	Joseph B Scott	\$191.82	\$191.82	Refund - Credit balance
9/14/17	10589	Operating	Robin Schmaltz	\$2,619.54	\$2,619.54	Refund-account overpayment
9/20/17	10590	Operating	Matt Starr	\$32.10	\$32.10	Mileage-9/12/17
9/20/17	10591	Operating	Pulte Homes of Indiana	\$1,110.00	\$1,110.00	Refund-overpmt lot 33 Hidden Pines
9/20/17	10592	Operating	Scot Watkins	\$140.17	\$140.17	Mileage
9/25/17	10593	Operating	AFLAC	\$521.44	\$521.44	EE Premiums
9/25/17	10594	Operating	AT&T Mobility	\$983.74	\$983.74	CELL SERVICE
9/25/17	10595	Operating	AT&T Mobility	\$861.26	\$861.26	Lift station cell phones
9/25/17	10596	Operating	Carmel Utilities	\$51.14	\$51.14	LS 1
9/25/17	10597	Operating	Cindy Sheeks	\$23.71	\$23.71	Reimbursement
9/25/17	10598	Operating	Citizens Energy Group	\$122.21	\$122.21	LS 17 9/17\$6,062.93 LS 2
9/25/17	10599	Operating	IPL	\$6,062.93	9/17\$6.33	Natural gas
9/25/17	10600	Operating	Kinetrex Energy	\$6.33	\$100.00	Refund-dup pmt invoice 1389
9/25/17	10601	Operating	M/I Homes of Indiana	\$100.00	\$9,562.50	Con obser-Woods @ Shelborne Sect 2
9/25/17	10602	Operating	Shrewsbury & Associates, LLC	\$9,562.50		
9/26/17	10606	Operating	Joe Hood	\$26.75	\$26.75	Mileage 9/18
9/26/17	10607	Operating	Bartlett Tree Experts	\$10.35	\$10.35	Refund-9750 Michigan Road
9/26/17	10608	Operating	Matthew Langenbacher	\$445.00	\$445.00	Refund-10142 Carrollton Ave
9/26/17	10609	Operating	Nancy M Soots	\$37.38	\$37.38	Refund-10101 Carrollton Ave
9/26/17	10610	Operating	Paul R Nash	\$17.01	\$17.01	refund-9740 Sawgrass Ct
9/26/17	10611	Operating	Margie L Fougerson or David Speer 10612	\$28.70	\$28.70	Refund-13466 Winaman Ct
9/26/17	Operating	Evoqua Water Technologies		\$19.44	\$19.44	Refund-4815 Austin Trace
9/26/17	10613	Operating	Attilio Ciochetto	\$2.20	\$2.20	Refund-963 Wickham Ct #206
9/26/17	10614	Operating	Robert Marshall	\$21.28	\$21.28	Refund-10520 Washington Blvd
9/26/17	10615	Operating	Sondra Ellman	\$33.41	\$33.41	Refund-11406 Central Dr W
9/26/17	10616	Operating	Matthew Misterka	\$49.30	\$49.30	Refund-11006 Tam O'Shanter
9/26/17	10617	Operating	Chuangang Tu	\$27.27	\$27.27	Refund-13998 Bigelow Ct
9/26/17	10618	Operating	Sarah McKenzie	\$6.30	\$6.30	Refund-14042 Staghorn Dr
9/26/17	10619	Operating	Juan Fang Shen or XiaOzhou Zhang	\$19.16	\$19.16	Refund-1584 Charity Chase Dr
9/26/17	10620	Operating	Joseph or Mary Lamagna	\$38.70	\$38.70	Refund-11258 Crooked Stick
9/26/17	10621	Operating	David Dieser	\$29.78	Lane\$29.78	Refund-9662 Troon Ct
9/26/17	10622	Operating	Rob Zeltwagner	\$38.94	\$38.94	Refund-11205 Arborwood Trail
9/26/17	10623	Operating	Eugene or Susanna Rafalovich	\$7.45	\$7.45	Refund-963 Wickham
9/26/17	10624	Operating	David Bloom	\$14.54	\$14.54	Refund-14215 Charity Chase Dr
9/26/17	10625	Operating	Adam Scherpenberg	\$18.27	\$18.27	Refund-10501 School Pkwy
9/26/17	10626	Operating	Thomas Wilson	\$23.73	\$23.73	Refund-1510 E 106th St
9/26/17	10627	Operating	Paula Johnson or John Biggs	\$46.90	\$46.90	Refund-11851 Avedon Way
9/26/17	10628	Operating	Remy Burtorin	\$23.04	\$23.04	Refund-9635 Westfield Blvd
9/26/17	10629	Operating	Wei Jia	\$12.87	\$12.87	Refund-9646 Shelborne Rd
9/26/17	10630	Operating	Stacey Mandelbaum	\$23.73	\$23.73	Refund-11793 Avedon Dr
9/26/17	10631	Operating	Eric Muse	\$173.17	\$173.17	Refund-14465 Pemberton Lane
10/4/17	10632	Interceptor	Gradex Inc	\$55,188.10	\$55,188.10	CIP-Proj 1602-Springmill Interceptor
10/4/17	10633	Interceptor	GRW	\$790.00	\$790.00	CIP-Proj 1602
10/4/17	10634	Operating	Aaron Strong	\$30.00	\$30.00	Sept cell
10/4/17	10635	Operating	ACE Technologies, LLC	\$4,000.00	service\$4,000.00	Plant R
10/4/17	10636	Operating	Allison Payment Systems LLC	\$66.92	& M \$66.92	Envelopes
10/4/17	10637	Operating	ASAP Aquatics	\$1,155.00	\$1,155.00	Winterization
10/4/17	10638	Operating	AT & T	\$592.65	\$592.65	Plant service
10/4/17	10639	Operating	Barbara Lamb	\$150.00	\$150.00	Board member fees


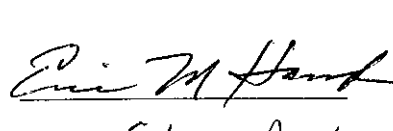
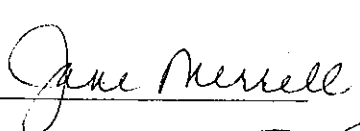
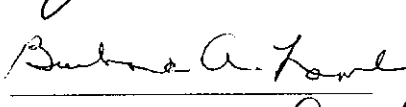
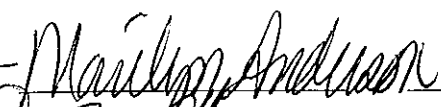
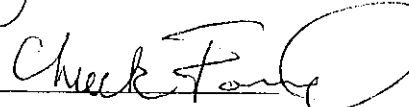
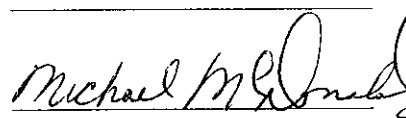
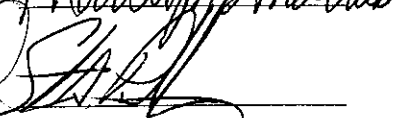
10/4/17	10640	Operating	BBC Pump and Equipment Co Inc	\$1,162.80	\$1,162.80	LS Repairs
10/4/17	10641	Operating	Bee Green Lawn Care & Plant Healthcare	\$100.00	\$100.00	Lawn care
10/4/17	10642	Operating	Best Drive Indianapolis	\$2,039.44	\$2,039.44	Tires
10/4/17	10643	Operating	Brehob Corporation	\$439.00	\$439.00	Hoist inspections
10/4/17	10644	Operating	Carl S. Mills	\$200.00	\$200.00	Board member fees
10/4/17	10645	Operating	Carmel Utilities	\$651.06	\$651.06	Cleaning sewer lines
10/4/17	10646	Operating	Carmel Utilities	\$74,130.51	\$74,130.51	Meter readings - Sept 2017
10/4/17	10647	Operating	Charles Ford	\$50.00	\$50.00	Sept board fees
10/4/17	10648	Operating	Cindy Sheeks	\$30.00	\$30.00	Sept cell service
10/4/17	10649	Operating	Clay Township Trustee	\$3,543.48	\$3,543.48	Govt Center expenses
10/4/17	10650	Operating	Connect Electric Inc	\$600.00	\$600.00	GFCI for pond pump
10/4/17	10651	Operating	Cummins Crosspoint	\$564.30	panel\$564.30	Tie down alarms
10/4/17	10652	Operating	Digital River, Inc.	\$1,079.28	\$1,079.28	Adobe Acrobat Pro DC
10/4/17	10653	Operating	DLZ Indiana, LLC	\$14,512.50	\$14,512.50	Cons ins-Shadow Woods
10/4/17	10654	Operating	Element Materials Technology Daleville,	\$395.00	\$395.00	Sewer sampling
10/4/17	LL 10656	Operating	Eric Hand	\$150.00	\$150.00	Sept Board Fees
10/4/17	10657	Operating	Eric Luis Delacruz	\$30.00	\$30.00	Sept cell phone
10/4/17	10658	Operating	Faco Waterworks, LLC	\$533.52	\$533.52	Plant R & M
10/4/17	10660	Operating	Ferguson Enterprises, Inc. #1480	\$122.00	\$122.00	Lift station R & M
10/4/17	10661	Operating	FerrellGas	\$12.00	\$12.00	Rent
10/4/17	10662	Operating	Fluid Waste Services, Inc.	\$2,600.00	\$2,600.00	Line repairs
10/4/17	10663	Operating	Gordon Plumbing, Inc	\$321.00	\$321.00	Repairs
10/4/17	10664	Operating	Grainger	\$237.49	\$237.49	Plant R & M
10/4/17	10665	Operating	Graves Plumbing Company, Inc.	\$13,450.32	\$13,450.32	CIP-Prj 1505-Plant Odor control
10/4/17	10666	Operating	Greene's Truck-Auto North	\$726.25	\$726.25	Vehilce repairs
10/4/17	10667	Operating	GRW	\$25,610.75	\$25,610.75	CIP-Neighborhood Proj 1707
10/4/17	10668	Operating	Hach Company	\$3,415.87	\$3,415.87	Repairs
10/4/17	10669	Operating	Indianapolis Star	\$19.77	\$19.77	Legal ad-2017
10/4/17	10670	Operating	Indy Express, Inc.	\$346.80	\$346.80	Budget\$346.80 Delivery
10/4/17	10671	Operating	IPL	\$1,660.07	\$1,660.07	LS 18
10/4/17	10672	Operating	IT Indianapolis	\$9,716.61	\$9,716.61	Office 365
10/4/17	10673	Operating	Indiana Water Environment Association	\$1,910.00	\$1,910.00	Conference fees
10/4/17	10674	Operating	Jane B. Merrill	\$250.00	\$250.00	Board member fees
10/4/17	10675	Operating	Jeffrey Martin	\$30.00	\$30.00	Sept cell phone
10/4/17	10676	Operating	Kermin Huntley	\$30.00	\$30.00	Sept cell
10/4/17	10677	Operating	Lowe's Business Account	\$134.68	\$134.68	Lift station repairs
10/4/17	10678	Operating	Marilyn Anderson	\$300.00	\$300.00	Sept board member
10/4/17	10679	Operating	Merrell Brothers, Inc.	\$1,482.00	fees\$1,482.00	LS Repairs
10/4/17	10680	Operating	Michael A. McDonald	\$100.00	\$100.00	Sept board member fees
10/4/17	10681	Operating	Michael Shaver	\$250.00	\$250.00	Sept Board member fees
10/4/17	10682	Operating	Napa Auto Parts	\$37.41	\$37.41	Show
10/4/17	10683	Operating	Nathan Crowder	\$30.00	towels\$30.00	Sept
10/4/17	10684	Operating	North Central Laboratories	\$662.77	\$662.77	Lab Supplies
10/4/17	10685	Operating	Pitney Bowes Global	\$400.00	\$400.00	Lease rental payment
10/4/17	10686	Operating	PVS Nolwood Chemicals, Inc	\$3,843.06	\$3,843.06	Chemicals
10/4/17	10687	Operating	Quick Lane	\$1,540.22	\$1,540.22	Vehicle repairs
10/4/17	10688	Operating	Republic Services #761	\$264.70	\$264.70	Trash service
10/4/17	10689	Operating	Reynolds Construction LLC	\$161,923.71	\$161,923.71	CIP-Proj 1601 106th FM
10/4/17	10690	Operating	Ryan Osborne, Inc	\$1,812.50	\$1,812.50	IT Services
10/4/17	10691	Operating	Signius Communications	\$73.08	\$73.08	Answering service
10/4/17	10692	Operating	Star Media	\$25.59	\$25.59	Legal ad - public notices
10/4/17	10693	Operating	Steve Pittman	\$100.00	\$100.00	Sept board member fees
10/4/17	10694	Operating	Taylor Oil Company, Inc.	\$1,205.46	\$1,205.46	Fuel
10/4/17	10695	Operating	Taylor Systems, Inc.	\$106.75	\$106.75	Monthly service
10/4/17	10696	Operating	Toshiba Business Solutions	\$243.96	\$243.96	Color toner
10/4/17	10697	Operating	Trenley Contracting LLC	\$11,457.00	\$11,457.00	Manhole rehab
10/4/17	10698	Operating	USA BlueBook	\$225.18	\$225.18	Sewer sampling
10/4/17	10699	Operating	Utility Supply Company	\$1,137.00	\$1,137.00	Tracer wire
10/4/17	10700	Operating	Vasey Commercial Heating & AC, Inc.	\$819.00	\$819.00	Maintenance
10/4/17	10701	Operating	Waggoner Irwin Scheele & Associates, Inc	\$4,062.93	agreements\$4,062.93	Consulting
10/4/17	10702	Operating	Workspace Solutions	\$1,969.75	Services	
10/4/17	10703	Operating	Xylem Dewatering Solutions Inc	\$1,290.00	\$1,969.75	Chairs
10/4/17	10704	Operating	Boone County Recorder	\$50.00	\$1,290.00	LP 27 mainline & 400 ft purifing

10/4/17	10705	Operating	Butler Fairman & Seufert	\$13,874.10	\$13,874.10	CIP-Proj 1601-106th St FM
10/4/17	10706	Operating	Carmel Utilities	\$37.96	\$37.96	Stormwater fees
10/4/17	10707	Operating	Cummins Crosspoint	\$928.67	\$928.67	Water pump repairs
10/4/17	10708	Operating	Environmental Products & Access LLC	\$230.38	\$230.38	Quick Clamp
10/4/17	10709	Operating	Fastenal Company	\$1,520.25	\$1,520.25	Repair parts
10/4/17	10710	Operating	Quick Lane	\$1,279.23	\$1,279.23	Vehicle repairs
10/4/17	10711	Operating	Wex Bank	\$137.20	\$137.20	Fuel-September
9/8/17	20170901	Operating	ADP	\$126.43	\$126.43	Workforce Now fees PPE 8/25/17
9/12/17	201708171	Operating	Duke Energy	\$18,183.11	\$18,183.11	Plant 8/17
9/12/17	201708172	Operating	Duke Energy	\$917.22	\$917.22	LS 14
9/12/17	201708173	Operating	Duke Energy	\$196.98	\$196.98	LS 16
9/13/17	201708174	Operating	Duke Energy	\$309.89	\$309.89	LS 23
9/12/17	201708178	Operating	Duke Energy	\$206.86	\$206.86	LS 11
9/7/17	201708181	Operating	Duke Energy	\$192.93	\$192.93	LS 19
9/11/17	201708183	Operating	Duke Energy	\$855.24	\$855.24	LS 17
9/12/17	201709121	Operating	ADP	\$53,981.56	\$53,981.56	PPE 9/8/17
9/12/17	201709122	Operating	Empower Retirement (Hoosier START)	\$6,825.14	\$6,825.14	457B, Roth, 401A Contributions PPE 8/25/17
9/20/17	201709123	Operating	Anthem Blue Cross Blue Shield	\$25,997.98	\$25,997.98	H ins-Oct 2017
9/25/17	201709124	Operating	Spectrum Business	\$224.00	\$224.00	INTERNET SERVICE
9/25/17	201709125	Operating	ADP	\$53,185.19	\$53,185.19	PPE 9/22/17
9/25/17	201709126	Operating	Empower Retirement (Hoosier START)	\$6,857.70	\$6,857.70	401A, 457B, Roth
9/22/17	201709127	Operating	ADP	\$229.59	\$229.59	Payroll and Time & Attendance fees
9/12/17	201709128	Operating	Duke Energy	\$196.98	\$196.98	LS 16 9/17
9/25/17	201709129	Operating	Vectren Energy Delivery	\$47.08	\$47.08	LS 2 9/17
9/22/17	201709130	Operating	Vectren Energy Delivery	\$49.76	\$49.76	Plant 9/17
9/22/17	201709131	Operating	Vectren Energy Delivery	\$17.00	\$17.00	LS 4 9/17
9/25/17	201709132	Operating	Vectren Energy Delivery	\$20.23	\$20.23	LS 10 9/17
9/25/17	201709133	Operating	Mutual of Omaha	\$3,602.48	\$3,602.48	STD, LTD, Vol Life Ins -10/17
9/25/17	201709134	Operating	PNC Bank	\$6,272.94	\$6,272.94	CC Expenses August 2017
9/30/17	201709142	Operating	Citizens State Bank	\$20.00	\$20.00	Bank fee
10/2/17	201709135	Operating	Duke Energy	\$59.53	\$59.53	LS 6
10/2/17	201709136	Operating	Duke Energy	\$1,587.21	\$1,587.21	LS 1
10/2/17	201709137	Operating	Duke Energy	\$125.33	\$125.33	LS 5
10/4/17	201709138	Operating	Duke Energy	\$326.39	\$326.39	LS 4
10/4/17	201709139	Operating	Duke Energy	\$450.32	\$450.32	LS 26
10/5/17	201709140	Operating	Duke Energy	\$174.51	\$174.51	LS 19
10/5/17	201709141	Operating	Duke Energy	\$183.55	\$183.55	LS 21
				\$732,316.51	\$732,316.51	

ALLOWANCE OF CLAIMS

We have examined the claims listed on the foregoing Register of Claims, consisting of 3 pages, and except for claims not allowed as shown on the register, such claims are hereby allowed in the total amount of

\$732,316.51

THE CTRWD CONNECTION

Volume 10, Issue 10 October 2017
MONTHLY NEWSLETTER

PLANT REPORT - SCOT WATKINS

The District's five-day Carbonaceous Biochemical Oxygen Demand (CBOD5) results have returned to normal. All the test shows the elevated concentrations were originating from lift station 10 basin. We will continue to monitor results and if another spike is observed, sampling from the five stations that contribute to the lift station 10 basin will be sampled. The District met with IDEM, Wessler and Strand Engineering for assistance with this issue.

IDEM conducted an annual plant inspection; Plant and Pretreatment areas were all marked as satisfactory with no violations. Biannual oil changes are being completed at the plant. The new Biorem odor control unit had its performance testing performed; results have not yet been received.

There were sixty-six FOG inspections completed this month. Six facilities were in violation due to Quarterly report noncompliance. At the end of this month, Five Seasons will be closing. Faith Apostolic Church has removed their sink and pretreatment device and will no longer be a FOG facility.

COLLECTIONS REPORT - AARON STRONG

September was another busy month for Collections staff. Lift Station 14, pump 1 suffered a seal fail due to a rag getting stuck in the lower pump seal. Staff took the pump out of service and deployed the 6" engine driven Godwin pump, purchased earlier this year, to serve as a back-up to pump 2 while repairs were made. Pump 1 at lift station 8 shorted out and burned up the motor stator. The pump was beyond economical repair as it had been in service 17 years and was nearing the end of its serviceable life. Lift Station 8 is slated to be upgraded in 2018 including larger pumps in the wet well. Collections staff masterfully repurposed a pump that had been taken out of service during the Lift Station 1 upgrade. Staff rebuilt the 20-horse power pump including new upper, lower seals and bearings. As to maintain current pump curves at the station, staff set the reconditioned motor on the existing impeller and volute. The pump is now fully operational and in service at Lift Station 8.

The camera truck was sent back to the manufacturer in Kentucky for warranty repairs to the camera winch. Camera inspection footage was hampered due to the repairs; however, staff was still able to inspect just shy of 10,000 feet of sewer main for the month. Air Release Valve (ARV) inspections on force mains throughout the District continue with 84 inspections completed of 129 ARV's currently in service. Staff is nearing completion of bi-annual wet well cleanings with only 5 remaining. Completion is expected in October.

District Crews found a blockage on Barbie Lane during routine trouble spot inspections. Staff removed approximately 12 feet of 4" Recreational Vehicle (RV) sanitary discharge hose from manhole NV-16. Staff then located the suspected culprit with what appears to be an illegal RV connection just upstream of this manhole. Collections has notified Engineering staff of the illegal connection for further investigation.

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CUSTOMER SERVICE/BILLING - SHELLY KEEFE

One non-certified lien payment was received for \$234.89. 14 Liens were filed due to non-payment of sewer service. The total lien balance is \$22,404.95.

Customer Service is working on integrating I-Cloud with our current billing system. This will provide a more user-friendly experience for our customers, including easier registration and account access as well as mobile/online payments.

Customer Service has also been auditing the lien process and rental policy for accuracy and efficiency and to improve collection efforts.

The rate all new customers will start in billing has changed from \$31.92 (based on 7,000 gallons) to \$26.46 (based on 5,000 gallons.) The average usage was reviewed after balanced billing, resulting in most customers use 5,000 gallons.

In September, 35 new customers were added to billing and 34 permits were issued. The total number of customers receiving their statement by email is now 2,366, which is an increase of 34.

The annual Chili and Dessert Cook-off will be held October 31. Watch for an email with more information



2016 WINNERS:

BEST CHILI: Shaun Odom

BEST DESSERT: Cindy Sheeks

2017 WINNERS:

BEST CHILI: COULD BE You!

BEST DESSERT: COULD BE You!

BEST COSTUME: COULD BE Drew??



FINANCIALS- CINDY SHEEKS

August 2017 revenues were over projections by \$65,682 (11.30%) and expenses were \$29,705 (7.10%) below budget. Residential sales were 6.27% higher than expected and commercial sales were 19.42% higher than expected. Operating Expenses were 7.10% below budget in August for a total of \$388,479. Administration, Treatment costs and collection system expenses were below budget in August. Wages and benefit costs were above budget for the month. Net income was \$231,909 in August exceeding projections by \$110,393 for the month. YTD net income of \$1,278,009 is above projections by \$387,473.

Cash generated for August shows a net decrease in all funds by \$748,078. The decrease in funds was due to capital project expenditures. Capital spending was \$1,340,756 in August or 8.28%% of the working of the capital budget of \$11,768,909. Project spending included the 106th St Force Main and Springmill Road Interceptor. YTD, cash balances have decreased by \$5,446,039 from the December 31, 2016 balances. Cash on hand at 8/31/2017 is \$6,604,953. The balances in the funds are listed below:

The balances in the funds are listed below:

Operating \$663,366

Interceptor \$309,072

Plant Expansion \$3,440,115

Operating Reserve \$2,192,400

Reserve for Replacement \$341,398

CONSTRUCTION & ENGINEERING - WES MERKLE

Engineering Update

In the month of September, the Engineering Group completed 457 locates, 52 I&I inspections and 23 lateral inspections. One failed I&I inspection found issues requiring correction. Kermin completed most inspections and Nate completed most locates. Kermin continues to enter past inspections into Hiperweb. Ryan is reviewing plans for 13 private development projects. 14 private development projects are under construction currently. He continues to coordinate with Carmel on road, path and drainage improvement projects throughout our service area.

Jeff continues to assist with Hiperweb implementation. Flow meters were inspected and data downloaded. Several meters required maintenance or replacement of bad sensors. Flow meters will remain in Basins 1 and 8 to document results of I&I reduction efforts. Eric inspected manholes at recently completed road and roundabout construction sites. Several manholes were damaged by paving crews and several were partially blocked by asphalt millings that had been dumped into the structure. Staff worked with Carmel's contractors to see that cleanup and repairs were promptly completed. Eric continues to observe construction on the 106th Street and Springmill Road projects.

Design and permitting work on the plant outfall project should be completed this fall. Staff continues to work with a property owner along Cemetery Creek to address his concerns about the project.

Plans are being finalized for the sewer relocation project at 96th Street and Keystone Parkway. Bids for construction will be received once the City of Carmel finally acquires new easements and right of way needed for the work.

Design continues for neighborhood sewer extension projects in Autumn Woods, West 116th Street, Williams Creek Manor, Springmill Place and Springmill Heights.

Construction Update

The 106th Street Parallel Force Main project is wrapping up. Over 18,000 feet of pipe installation is complete between the valve vault at Ditch Road to the Michigan Road WWTP. Remaining pipe installation at both ends was held up by valve delivery but should be complete in the coming weeks. Crews continue to work on cleanup, final grading, and seeding. Path, sidewalk, and road repairs continue.

The Springmill Parallel Interceptor project is nearly complete. Crews have finished sewer construction at 111th Street. Testing and punch list items should be complete in October. Carmel will continue to keep Springmill Road closed for ongoing road and path work from 106th Street to Main Street.

Spring Mill Parallel Interceptor
(20 feet deep)



SAFETY REPORT- LOREN PRANGE

The following safety tailgate sessions were held:

08/29/17 Eyes on safety
 09/12/17 Energized electric equipment can be deadly
 09/19/17 Cutting pipe safely with power saws

Safety Data Sheets were reviewed and updated with new sheets for chemicals added to the operation of the treatment plant and collection system.

The Michigan Road Treatment Plant hosted an IWEA safety meeting. New members were introduced and new leadership for next year was discussed.

The collection department employees have been inspecting air release valves and have been using the new MSA air monitors daily. Staff has reported possible performance of the new monitors. The monitors are calibrated before each use and a spare monitor is ready in the event a sensor fails .

✓
Site Safety

2	7	8	7
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No. of days since the last lost time accident.

WEFTEC 2017**ANNIVERSARIES**

Nathan Crowder Oct. 10 1 Year

BIRTHDAYS

Scot Watkins	October 2
Shelly Keefe	October 14
Nathan Crowder	October 25
Drew Williams	November 1
Eric Luis DelaCruz	November 6

CALENDAR OF EVENTS

Oct 11	Staff Meeting	10:00 a.m.
Oct 23	P & B Meeting	7:30 a.m.
Oct 27	B & F Meeting	7:30 a.m.
Nov 6	C & C Meeting	4:30 p.m.
Nov 13	Board Meeting	7:00 p.m.

CTRWD
2017

Selected Statistics 2017	January	February	March	April	May	June	July	Aug	Sept	2017 Monthly Average	2017 YTD	2016 Monthly Avg Through September	2016 Total Through September
Maintenance Information													
Lateral Inspections	32	42	39	35	36	41	38	42	23	36	328	38	338
Certified I&I Inspections	40	38	52	52	70	95	69	74	52	60	542	57	514
Failed I&I Inspections	1	0	1	1	1	2	2	1	1	1	10	0	1
Customer Work Requests	0	0	0	4	4	0	6	0		2	14	0	0
Sewer Locates	541	505	597	414	572	733	742	623	457	576	5,184	492	4,432
Manholes Added	0	0	0	0	0	0	11	5	1	2	17	13	114
Total # of Manholes	5,702	5,702	5,702	5,702	5,702	5,702	5,713	5,718	5,719	n/a	5,729	5,679	51,113
Manholes Inspected	0	548	418	646	235	45	6	39	0	215	1,937	38	338
Feet of Sewer Added	0	0	0	0	0	23,736	2,924	11,844	200	4,300	38,704	3,950	35,554
Total Footage of Sewers	1,576,477	1,576,477	1,576,477	1,576,477	1,576,477	1,600,213	1,602,669	1,614,513	1,614,713	n/a	1,600,213	n/a	1,559,285
Feet of Sewer Televised	9,867	26,085	28,856	22,996	19,221	29,745	31,780	29,696	9,945	23,132	208,191	28,522	256,696
Feet of Sewer Cleaned	0	0	0	0	0	0	15,236	15,745	2,785	3,752	33,766	8,908	80,174
Overflows	0	2	1	0	1	0	0	0	0	0	4	0	3
Station 1 to Carmel Utilities													
Rainfall / Precipitation (inches)	3.33	0.89	3.23	5.17	8.68	6.13	5.79	1.41	0.73	3.93	35.36	4.67	42.06
Total Flow (gallons)	65,932,000	43,767,228	60,788,935	66,921,350	81,391,000	58,796,689	67,726,733	52,606,907	44,827,092	60,306,000	542,757,934	60,380,889	543,428,000
Average Daily Flow (gallons)	2,126,838	1,563,155	2,012,319	2,230,711	2,475,616	1,959,890	2,184,733	1,696,997	1,494,236	1,972,000	n/a	2,004,128	n/a
Minimum Flow (gallons)	1,270,000	1,411,943	1,257,704	1,722,521	1,530,000	1,459,398	1,712,411	1,408,941	1,288,328	1,451,250	1,257,704	1,462,444	1,060,000
Michigan Road WWTP													
Total Flow (gallons)	91,777,000	68,182,000	84,230,000	81,656,000	102,541,000	79,275,000	84,581,000	73,218,000	67,240,000	81,411,000	732,700,000	76,238,000	686,143,000
Maximum Daily Flow (gallons)	4,333,000	2,655,000	3,475,000	4,221,000	8,710,000	4,936,000	4,020,000	2,567,000	2,405,000	4,147,000	8,710,000	3,590,000	5,177,000
Average Daily Flow (gallons)	2,900,000	2,435,071	2,717,000	2,721,867	330,774	2,642,500	2,728,419	2,361,871	2,253,000	2,343,000	n/a	2,506,000	n/a
Minimum Daily Flow (gallons)	2,442,000	2,275,000	2,358,000	2,333,000	2,469,000	2,255,000	2,347,000	2,190,000	2,111,000	2,309,000	2,111,000	2,030,000	1,465,000
Total Flow to Both Plants	157,709,000	111,949,228	145,018,935	148,577,350	183,932,000	138,071,689	152,307,733	125,824,907	112,067,092	106,288,000	1,275,457,934	136,619,000	1,229,571,000
Biosolids Handling (gallons)													
Wasted (Biosolids)	1,103,000	1,360,660	1,608,660	86,253	1,079,010	821,380	861,810	860,600	867,900	961,000	8,649,000	1,706,000	15,351,680
Dewatered	192,014	296,000	260,000	187,000	293,000	295,000	222,000	218,000	215,010	242,000	2,178,000	534,000	4,807,000
Digested Sludge Withdrawn	619,300	680,300	952,900	800,200	971,000	794,000	830,000	861,600	868,000	820,000	7,377,000	715,000	6,439,300
Customer Information											14,959		
New Sewer Service Accounts	32	28	32	18	59	43	22	36	35	34	305	31	280
Permits Issued	25	32	33	34	45	37	40	54	34	37	334	40	356



BUDGET & FINANCE COMMITTEE

Friday September 22, 2017 @ 7:30 A.M.

Memorandum

Present: Committee Chair Jane Merrill, Committee Member Carl Mills and Board Member Michael Shaver, Legal Counsel Anne Poindexter, Utility Director Drew Williams, and Controller Cindy Sheeks. Absent: Michael McDonald.

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

Public Comments – There were no public comments.

Financial Statements and Investments – Ms. Sheeks indicated that commercial revenue is up, as is overall revenue. Income from investments is starting to drop. Expenses are below budget for the month. The Operating Fund decreased significantly this month to pay the invoice to Reynolds for the 106th Street Force Main Project. Capital Expenses were reviewed this week and we expect to be negative in the operating budget by the end of the year resulting from the final payment that will be paid to Reynolds by the end of 2017. The Committee will make a recommendation to the Board to transfer funds from another account to cover this cost. Ms. Sheeks provided a worksheet showing projected capital expenditures through the end of 2017.

2018 Budget Discussion – Ms. Sheeks handed out *draft* projections for the 2018 budget, which are based on 2017 levels. It reflects a 5% increase in expenses with a slight decrease in revenue resulting from the lower interest income. Employee Expenses have not been finalized by the P&B Committee, and will be reflected in updated budget drafts.

Mr. Mills thanked Ms. Sheeks for the information to review. Mr. Mills voiced concern about the lower commercial --- 2.43% over budget despite our 3rd rate increase. The 5% rate increases were designed to anticipate 2018 – 2020 decrease in funds. His concern is that the District is not building up the anticipated cash balance. Ms. Sheeks replied that cash balances will be above the deficit that was budgeted. Additionally, when Ms. Sheeks does the budgeting, she budgets the entire amount that was included in the rate increase. Mrs. Poindexter commented that if the concern is about cash balances, be careful about doing rate increases for cash balances purposes. Instead use bonding. Mr. Mills was concerned about the expense side compared to a verification of the dollar amount resulting from the rate increase. Ms. Merrill mentioned that this could influence the plan to extend sewer into neighborhoods without charging the residents ahead of time. Mr. Mills noticed a variance on the gross wages to the budget. Ms. Sheeks noted this shows up during the months the District hires summer

help and the 2 months that have 3 payrolls. There were also two retirees that were carried over into 2017.

Mr. Mills asked for staff to provide updates to the 2018 Budget in advance of the next committee meeting to allow for review. He also requested that engineering staff update expansion projections through 2020. A summary of these projections for the committee would be very helpful. Ms. Sheeks would like to combine the Capital Budget with the Operating Budget, to which the committee members agreed. The Budget & Finance Committee and Capital & Construction Committees will meet jointly in October to discuss a comprehensive budget to present to the Board.

IT Security Training – Mr. Williams reported on the progress of employee training through KnowBe4. The results have been very good. Every two weeks, employees are required to view a training session that includes a short quiz. KnowBe4 also provides weekly updates on the latest threats, which are continually changing. The District upgraded to Office 365 and Microsoft Office 2016 this month to maintain support from Microsoft and to ensure more effective security.

Other Business - Mr. Williams explained that staff has been working on an ordinance to pay for the cost of the local sewers serving certain properties along Springmill Lane and Springmill Road. Ordinance 12-12-2016 District Wide Fees includes an interceptor fee of \$1,818/acre. Laterals were installed for properties abutting the Springmill Road interceptor at a cost of \$3,100 each. Currently we could not charge residents an interceptor fee, local construction cost ordinance as well as an interceptor fee. The new ordinance should clearly state the justification for the costs so that ten years from now it is clearly understood. Mr. Williams will revise the ordinance and get Mrs. Poindexter approval before presentation to the Board for approval at the October Board meeting.

Mr. Shaver asked if it would be beneficial to coordinate between the B&F and P&B Committees regarding the compensation study. Mr. Williams indicated that the study doesn't get presented to each committee. However, the entire Board is welcome to attend the P&B meeting at which time the results of the study are provided. This is what occurred in 2012.

The meeting was adjourned at 8:20 a.m.

The next meeting will be Friday October 27, 2017 at 7:30 a.m.

Respectfully submitted,


Cindy Sheeks
Controller

9/22/2017

2018 Projected Budget

Handout

			2015 Actuals	2016 Actuals	YTD Actuals 2017	YTD Budget 2017	2017 Budget	Sept-Dec 2017 Est Projection based on actuals	% Over 2017 Budget	2018 Budget		
Revenues												
4001-1	cs	Sales - Residential	3,976,294	4,213,266	2,955,473	2,885,336	4,328,000	1,477,737	4,433,210	102.43%	4,521,874	2.00% 102% increase (5%
4003-1	cs	Sales - Commercial	2,110,127	2,362,428	1,609,002	1,606,000	2,409,000	804,501	2,413,503	100.19%	2,461,773	2.00%
4005-1	cs	Late Charges	76,215	73,751	55,865	46,667	70,000	27,933	83,798	119.71%	84,000	0.24%
4007-1	cs	Applications Fees	56,088	68,291	47,507	36,000	54,000	23,754	71,261	131.96%	60,000	-15.80%
4009-1	wm	Plan Reviews, Inspections, Misc. Reve	37,857	18,268	11,706	16,667	25,000	5,853	17,559	70.24%	17,000	-3.19%
4501-1	cs	Interest - Investments	18,984	41,112	27,296	54,667	82,000	13,648	40,944	49.93%	40,000	-2.31% Capital spending d
4503-1	cs	Interest - Banking	112,839	114,399	70,476	-	-	35,238	105,713	100.00%		-100.00%
4507-1	cs	Bank Fees	(5,454)	(336)	(160)	(667)	(1,000)	(80)	(240)	24.00%	(500)	108.33%
4601-1	cs	Interest - by project	9,058	5,345	2,889	3,333	5,000	1,445	4,334	86.68%	4,334	0.00%
4701-1		Customer Fees & Reimbursements	4,091	4,467	-	-	-	-	-	0.00%		0.00%
4801-1		Gain/Loss on Asset Disposal	4,526	-	789	-	-	395	1,184	100.00%		-100.00%
4901-1		Misc Income/Expense	2,845	(40,639)	17,833	-	-	8,917	26,750	100.00%		-100.00%
Total Revenues			6,403,470	6,860,351	4,798,675	4,648,003	6,972,000	2,399,339	7,198,016	103.24%	7,188,481	-0.13%
Expenses												
5001-1		Gross Wages	1,278,517	1,395,761	957,216	916,667	1,375,000	478,608	1,435,824	4.42%	1,479,000	3.01% 3% increase
5003-1		Other Employee Exp	21,843	5,619	6,953	6,667	10,000	3,476	10,429	4.29%	10,000	-4.12% flat
5005-1		Retirement Plan - Hoosier START	127,169	138,742	93,706	91,333	137,000	46,853	140,559	2.60%	177,480	26.27% 2% increase to 12%
5007-1		Employee Insurance	276,341	303,727	194,611	216,667	325,000	97,306	310,000	-4.62%	319,300	3.00% 3% increase
5009-1		Taxes (Employer FICA)	91,586	99,427	68,347	66,000	99,000	34,174	102,521	3.56%	114,000	11.20% 7.65% of wages 2,099,780
5101-1		Clay Township Govt Center Operation:	36,218	28,497	36,367	33,333	50,000	18,184	54,551	9.10%	55,000	0.82%
5103-1		Professional Education	19,451	9,590	10,081	16,500	23,000	5,041	15,122	-34.25%	15,000	-0.80%
5105-1		Boardmember Fees	19,300	18,250	11,300	12,667	19,000	5,725	17,175	-9.61%	17,000	-1.02%
5107-1		Board Expense	1,216	1,358	748	1,333	2,000	374	1,123	-43.87%	1,100	-2.02%
5109-1		Consulting	32,011	25,813	37,046	33,333	50,000	18,523	55,569	11.14%	56,000	0.77%
5111-1		Computer Expenses/Consultants	93,379	106,236	144,880	60,000	90,000	72,440	217,320	141.47%	218,000	0.31%
5113-1		Insurance	88,651	92,480	65,911	66,667	100,000	32,956	98,867	-1.13%	100,000	1.15%
5115-1		Accounting Fees	-	8,500	84	10,000	15,000	42	126	-99.16%	15,000	11783.54%
5117-1		Legal Fees	38,188	25,516	23,083	33,333	50,000	11,541	34,624	-30.75%	35,000	1.09%
5119-1		Engineering Fees	18,921	43,305	9,723	26,667	40,000	4,862	40,000	0.00%	40,000	0.00%
5121-1		Special Engineering (I & I)	-	1,164	-	-	-	-	-	0.00%		0.00%
5125-1		Professional Affiliations	4,238	4,134	3,911	3,700	4,500	1,955	5,866	30.35%	6,000	2.29%
5127-1		Travel & Mileage	8,251	6,976	4,885	4,800	7,200	2,443	7,328	1.78%	8,000	9.17%
5129-1		Collection	(1,092)	(6,736)	529	-	-	264	793	0.00%	800	0.83%
5131-1		Billing Service Contracts	139,332	138,290	57,797	95,333	143,000	28,898	86,695	-39.37%	88,000	1.51%
5133-1		Bad Debt Expense	21	-	-	-	-	-	-	0.00%	5,000	100.00%
5135-1		Office Expense	9,373	12,070	3,489	7,333	11,000	1,744	5,233	-52.42%	6,000	14.65%

5137-1	Postage Expense	9,000	9,000	14,534	6,133	9,200	7,267	21,800	136.96%	54,000	147.70%	769,900
5139-1	Office Services	31,487	50,440	22,882	22,000	33,000	11,441	34,323	4.01%	35,000	1.97%	
5141-1	Customer Outreach & Education	18,722	12,572	9,602	16,000	23,000	4,801	14,404	-37.38%	15,000	4.14%	
5201-1	Sewage Treatment - Carmel WWTP	731,734	1,046,735	723,349	760,000	1,130,000	361,674	1,085,023	-3.98%	1,100,000	1.38%	1,746,000
5203-1	Sewer Sampling & Lab	26,378	31,115	24,527	24,000	35,000	13,033	39,100	11.71%	40,000	2.30%	
5205-1	Biosolids Disposal	137,801	140,798	100,342	94,000	140,000	50,171	150,514	7.51%	150,000	-0.34%	
5207-1	Plant R & M	148,018	141,510	110,371	100,000	150,000	56,411	169,232	12.82%	170,000	0.45%	
5209-1	Utilities - Plant	220,676	199,896	158,162	151,000	225,000	79,081	237,244	5.44%	240,000	1.16%	
5211-1	Operating Supplies - Plant	20,201	24,579	7,808	20,000	30,000	3,918	11,753	-60.82%	15,000	27.63%	
5213-1	Safety Materials & Training	19,195	20,466	8,442	13,600	20,000	4,221	12,664	-36.68%	15,000	18.45%	
5215-1	Permits	10,670	10,335	10,395	12,000	12,000	5,198	15,593	29.94%	16,000	2.61%	
5301-1	Lift Station R & M	119,920	72,518	61,703	97,000	145,000	30,851	92,554	-36.17%	95,000	2.64%	
5302-1	Lift Station Repair - Michigan Rd	-	-	-	-	-	-	-	0.00%	-	-	
5303-1	Line Maintenance	44,465	13,855	16,496	50,000	65,000	8,248	24,744	-61.93%	25,000	1.04%	607,000
5305-1	Line Repair	46,608	1,200	31,458	44,000	50,000	15,729	47,186	-5.63%	50,000	5.96%	
5307-1	Equipment Repair	18,199	18,436	14,899	14,000	20,000	7,449	22,348	11.74%	23,000	2.92%	
5308-1	DO NOT USE	-	-	-	-	-	-	-	0.00%	-	0.00%	
5309-1	Special R & M (I&I)	8,169	40	-	-	-	-	-	0.00%	-	0.00%	
5311-1	DO NOT USE - was manhole R&M	-	-	-	-	-	-	-	0.00%	-	0.00%	
5313-1	Vehicle R & M	26,108	16,746	2,885	17,000	25,000	1,443	4,328	-82.69%	7,000	61.74%	
5315-1	Fuel	16,372	15,738	12,531	17,000	25,000	6,266	18,797	-24.81%	19,000	1.08%	
5317-1	Utilities - Lift Stations	152,853	178,621	125,752	135,000	200,000	62,876	188,628	-5.69%	200,000	6.03%	
5319-1	Operating Supplies - Collection System	5,052	78,328	70,409	40,000	40,000	35,205	105,614	164.03%	106,000	0.37%	
5321-1	Manhole R&M	234	21,950	43,837	39,000	50,000	21,919	65,756	31.51%	66,000	0.37%	1,965,801
5322-1	Televising	1,253	20,450	-	45,000	45,000	-	-	-100.00%	8,000	0.00%	
5323-1	Uniforms & Shop Towels	12,281	14,336	5,054	8,000	12,000	2,527	7,581	-36.83%	8,000	5.53%	
Total Operating Expenses										5,222,680		
5901-1	Depreciation	3,467,130	3,567,465	2,458,513	2,478,400	3,717,800	1,229,256	3,687,769	-0.81%	3,687,769	0.00%	2,281,306
5911-1	Amortization of CIAC	(3,082,164)	(3,218,712)	(2,248,176)	(2,148,000)	(3,222,000)	(1,124,088)	(3,372,264)	4.66%	(3,372,264)	0.00%	
Total Expenses		4,513,273	4,947,137	3,516,443	3,757,466	5,530,700	1,760,305	5,274,665	-4.63%	5,538,185	5.00%	
Net Surplus (Deficit)		1,890,196	1,913,214	1,282,232	890,536	1,441,300	639,033	1,923,350	33.45%	2,281,306	18.61%	

Clay Township Regional Waste District 2018 Budget

<u>REVENUE</u>		2018	
RESP.	ITEM	Budget	Items charged to the account
CS	Residential	4,521,874	Residential-primary area - sewer service bills
CS	Commercial	2,461,773	Commercial-primary area - sewer service bills
CS	Late Charges	84,000	Late charges (10%) on sewer service bills
CS	Application Fees	60,000	Fee collected on new permits, covers permit & inspection
WM	Plan Review, Inspection, Misc. Rev.	17,000	Fee to review plans for new sewer service, inspection other than monthly sewer service (customer fines for violations).
	TOTAL SALES	7,144,647	
<u>OTHER INCOME</u>			
CS	Investment & Bank Interest	40,000	Interest earned on Investments and bank accounts
CS	Bank Service Fees	(500)	Service fees for our Citizen's State bank accounts
CS	Deferred Interest-District Const Proj.	4,334	Interest charged to customers that defer payment of their local construction costs
CS	Customer Fees	0	
CS	Miscellaneous Income / (Expense)	0	Other Income or Expenses that are from previous years or that do not directly relate to daily utility operations. (disposal of fixed assets)
	TOTAL OTHER INCOME	43,834	
	TOTAL REVENUE	7,188,481	
Page 2 Clay Township Regional Waste District 2018 Budget			
<u>EXPENSES</u>		2018	
RESP.	ITEM	Budget	
<u>WAGES & BENEFITS</u>			
DW	Wages	1,479,000	Wages & salaries including overtime
DW	Other Employee Exp	10,000	Payroll exp, unemployment, physicals, drug testing, EAP job advertising, flu shots, service awards
DW	Retirement (401a) Expense	177,480	Public Employee Retirement Fund - fee based on % of payroll & 3% employee savings plan paid by the District
DW	Employee Insurance	319,300	Health, life, dental, short & long-term disability employee insurance plans, wellness program, health savings acct
DW	Taxes - FICA	114,000	Company matching portion of Social Security and Medicare payroll tax.
	TOTAL WAGES & BENEFITS	2,099,780	
<u>ADMINISTRATION EXPENSE</u>			
DW	Gov't Ctr. Oper. Acct.	55,000	District allocation of operating costs for the government center - administrative office.
DW	Professional Education	15,000	Employee training & education fees - seminars, courses, certifications. Travel expenses charged to Travel & Mileage.
DW	Board Fees	17,000	Fee paid to board members @ \$50/day - meetings, prep
DW	Board Committee Exp	1,100	Other board/committee expenses - board retreat
DW	Consulting	56,000	Consulting not charged to other accts - wage study,
SW	Computer Expenses/Consultants	218,000	Software maintenance, website hosting, data lines, backups,

CS	Insurance	100,000	non-capital purchases, network maintenance & security Property & liability insurance, workers comp, D&O, Auto ect.
CS	Accounting Fees	15,000	Outside accounting fees for the rate study, SBA audit
DW	Legal	35,000	Legal fees not related to construction or customer collection.
WM	Engineering	40,000	Master Plan and non-project related engineering.
WM	Special Engineering (I&I)	0	Engineering/studies for Inflow & Infiltration (I & I)
DW	Professional Affiliations	6,000	Membership, license fees to professional organizations - Chamber of Commerce, AWWA, CDL
Page 3 Clay Township Regional Waste District 2018 Budget			

<u>EXPENSES</u>		2018	
RESP.	ITEM	Budget	
DW	Travel & Mileage	8,000	Travel expenses - meals, mileage, hotel. Seminar/conference fees charged to Professional Education.
CS	Collection	800	Delinquent account collection fees - legal, recording fees
CS	Billing Service Contracts	88,000	Customer billing costs including meter reading, reports, cus annual fees and added misc programming fees.
CS	Bad Debt Expense	5,000	Write-off of uncollectable customer accounts.
CS	Office Expense	6,000	Office supplies, subscriptions, other office expenses.
CS	Postage	54,000	Postage
CS	Office Services	35,000	Services - maintenance, trash, office cellphone, phone other non-office supplies for the plant
DW	Customer Outreach & Education	15,000	this account.
TOTAL ADMINISTRATION EXP		769,900	
<u>PLANT & TREATMENT EXPENSE</u>			
SW	Sewage Treatment		
	Carmel WWTP	1,100,000	Carmel wholesale sewage treatment.
	Sewer Sampling	40,000	Lab supplies & chemicals, special testing
SW	Biosolids Disposal	150,000	Biosolids hauling, belt press chemicals
SW	Plant R & M	170,000	R & M for plant treatment machinery including belt press
SW	Utilities - Plant	240,000	Plant electric, gas, water, trash, phone, cell phone, security.
SW	Operating Supplies - Plant	15,000	Plant treatment/odor chemicals excluding biosolids, lubricants, other non-office supplies for the plant
SW	Safety materials and training	15,000	Safety supplies, training materials, equipment, safety programs.
SW	Permit Fees	16,000	
TOTAL TREATMENT EXPENSE		1,746,000	

Page 4 Clay Township Regional Waste District 2018 Budget			
<u>EXPENSES</u>		2018	
RESP.	ITEM	Budget	
<u>COLLECTION SYSTEM EXPENSE</u>			
AS	Lift Station R & M	95,000	Cleaning, repairs, maintenance - everything at the lift station.
AS	Line maintenance	25,000	Line cleaning
AS	Line repair	50,000	Line repairs - patching, slip lining, small section replacement, air release valve repairs.
AS	Equipment & Repairs	23,000	Tools, mowers, portable equipment-purchases and repairs
AS	Special R&M (I & I)	0	Repairs & maintenance for I & I problems.

AS	Vehicle R & M	7,000	Licensed vehicle/trailer maintenance and repairs.
AS	Fuel	19,000	Gas, diesel for vehicles, generators, equipment
AS	Utilities - Lift Stations	200,000	Lift station electric, phone, gas (ls#2).
AS	Operating Supplies - Collection	106,000	Chemicals(odor, grease),
AS	Manhole R&M	66,000	Materials & outside contractor costs for exposing and/or
AS	Televising	8,000	Video recording of sewer lines/laterals
AS	Uniforms & Shop Towels	8,000	raising manholes to grade. I & I repairs chg to R&M SSES.
			Uniform service including rented rugs & towels, purchase
	TOTAL COLLECTION SYS EXP	607,000	
	TOTAL OPERATING EXPENSE	5,222,680	
	OPERATING INCOME	1,965,801	
cs	Depreciation	3,687,769	Expensing of capital purchases per depreciation policy.
cs	Amortization	(3,372,264)	Expensing of capital contributions based on depreciation policy. This offsets the contributed assets' depreciation.
	NET INCOME	2,281,306	
Clay Township Regional Waste District 2017 Budget - Summary			
	ITEM	2018 Budget	
	<u>REVENUE</u>		
	Residential	4,521,874	
	Commercial	2,461,773	
	Other	161,000	
	TOTAL SALES	7,144,647	
	Total Other Income	43,834	
	TOTAL REVENUE	7,188,481	
	<u>OPERATING EXPENSE</u>		
	Wages & Benefits	2,099,780	
	Administration	769,900	
	Plant & Treatment	1,746,000	
	Collection System	607,000	
	TOTAL OPERATING EXPENSE	5,222,680	
	OPERATING INCOME	1,965,801	
	Depreciation	3,687,769	
	Amortization	(3,372,264)	
	NET INCOME	2,281,306	

Anticipated Major Capital Expenses Sept-Dec 2017

1602 Springmill Interceptor	225,000.00	Interceptor
1801 LS4 Elimination	25,000.00	Interceptor
1705 LS 6	50,000.00	Interceptor
	<u>\$ 300,000.00</u>	
1505 Headworks Odor Control	150,000.00	Operating fund
1702 96th/Keystone	25,000.00	Operating fund
1601 106th Forcemain	1,300,000.00	Operating fund
1506/160 I & I removal	50,000.00	Operating fund
Neighborhood Sewer projects	50,000.00	Operating fund
	<u>\$ 1,575,000.00</u>	
1701 Post Treatment Improvements	\$ 25,000.00	Plant Expansion



PERSONNEL & BENEFITS COMMITTEE

Monday September 25, 2017 @ 7:30 A.M.

Memorandum

Present: Committee Chair Barbara Lamb, Committee Members Chuck Ford, Michael Shaver, and Utility Director Drew Williams.

Ms. Lamb called the meeting to order at 7:33 a.m.

There was no public present.

Mr. Williams indicated the District has gone another month without an accident. Training continues with the weekly tailgate sessions. The staff has been conducting numerous confined space entries as they perform maintenance on the air release valves.

Mr. Williams reviewed the current retirement plan. The District contributes 10% into a 401a account through the Hoosier START program. Employees can also contribute into a 457b account. Currently nine employees contribute. One consideration for the Board would be to establish a matching contribution policy to encourage more employees to save for retirement. It could be a dollar for dollar match up to a limit or could be a percentage match. If the District were to match contributions up to 2% of an employee's contributions for someone making \$40,000 per year, the cost to the District would be \$800.

Mr. Williams was asked if there have been any efforts to educate the staff on the importance of saving for retirement. He responded that there has been training in the past by the representative from Empower, who manages the Hoosier START program. Mr. Mills has also recommended that we take advantage of Firth Third Bank's training sessions on finance. We will be scheduling these in the coming months.

Ms. Lamb stated that this should be considered with the other benefits once we get the Compensation results.

Mr. Williams explained that he has also been looking at how the salary increase pool has been established and the affect it has on adjusting for years of experience. The merit pool was 2.9% in 2013 and 2014 and 2.7% in 2015 and 2016. The staff is informed that a 2% increase was the target for a competent rating. But this leaves little for adjustments for those that are very low in their range. Mr. Shaver asked how the rating was established. Mr. Williams explained that the District's performance review form has four ratings: Superior, Competent, Improvement Needed (Marginal) and

Unsatisfactory. Written reviews are completed by the managers mid-year and end of year and reviewed by Mr. Williams. He stated that a competent rating is what is expected of all employees. Superior is used when someone has taken on additional tasks outside of their job or is just doing a great job. He indicated that a marginal rating is often used for new employees that are learning the position or for employees that are not performing up to the expectations of the position.

Mr. Williams was asked the status of the Compensation Study. He indicated that he had submitted the requested additional information for a couple of the positions and had not heard back from WIS in a few weeks. Mr. Williams stated that he had recently emailed the consultant working on the District's Study and had only received the response that she was out of the office. The goal is to have the results by November for use in the 2018 Salary Ordinance. Mr. Shaver recommended determining how far along they are on the study and if they have not made much progress, tell them to stop if they can't get the results to the District by November.

Mr. Lamb suggested that due to the importance of this study, additional meetings may be required to review the study and make recommendations to the Board before for use in the 2018 budget.

There was no other business.

The meeting was adjourned at 8:25 a.m.

The next meeting is scheduled for Monday, October 23, 2017

Respectfully submitted,

A handwritten signature in cursive script that reads "Andrew Williams".

Andrew Williams
Utility Director



CAPITAL & CONSTRUCTION COMMITTEE

Monday October 2, 2017 @ 4:30 P.M.

Memorandum

Present: Committee Chair Steve Pittman, Committee Members Marilyn Anderson and Eric Hand, Board Members Michael Shaver and Carl Mills, Engineering Manager Wes Merkle, District Engineer Ryan Hartman, Legal Counsel Scott Wyatt

Mr. Pittman called the meeting to order at 4:40 p.m.

Public Comments – There were no public comments.

#1505 WWTP Odor Control Project Change Order – Mr. Merkle reported the WWTP Odor Control project is nearly complete. The system passed performance testing in September and crews are finishing up punch list items. Below is a list of changes made to the scope of work during construction that will all be captured in a final change order. Unused allowance items will be zeroed out as credits to the contract amount. Mr. Merkle explained that the last item on the list regarding the reimbursement to CTRWD was due to the three-month delay in receiving the large fiberglass vessel and the air duct that feeds it. Because of this delay, the District paid over \$38,000 to continue using chemicals to reduce odor. Contractor Graves Plumbing will work separately with their supplier to recover that cost. The District is pleased with the work that Graves Plumbing did and would like to work with them in the future.

The Committee will recommend the Board approve Change Order 1 for a credit in the amount of \$35,838.

#1602 Springmill Parallel Interceptor Project Change Order – Mr. Merkle reported to date one change order has been executed for placing flowable fill where the new sewer crosses 106th Street. Like the odor control project a final change order will capture remaining changes that had to be made as the project moved forward. Changes included removal and replacement of bad soils encountered during excavation, additional granular backfill, joint restrains on the nearby water main, remobilization after a two month delay beyond control of staff or contractor, relocation of remaining sewer work after another utility installed infrastructure in the way, and repairs to Springmill Road pavement. Mr. Shaver asked about recovering costs incurred by Carmel. Mr. Wyatt replied that it was not likely that any of these costs could be recoverable however, it would take some research and may require litigation. Mr. Hand asked if it would be prudent to at least document the situation as it relates to Carmel's culpability. Mr. Merkle replied that staff tries to maintain a good working relationship with Carmel and that is critical with so much work going on in our service area. Staff will continue to work with Carmel to recover incurred costs through other projects.

The Committee will recommend the Board approve Change Order 2 for the Springmill Parallel Interceptor project construction contract with Gradex, Inc., increasing the contract price by \$164,644.99 and adding 70 days to the contract time.

Spring Mill Road Rate Ordinance – Mr. Hartman presented the Spring Mill Rate Ordinance to establish the local construction cost for parcels within the Spring Mill Place and Spring Mill Heights subdivisions that can connect to the new Springmill Road Interceptor. The proposed rate will cover the cost of the lateral stub that was installed for each parcel. It does not split the large cost of the interceptor project among a handful of properties because the interceptor project benefits everyone in the central part of our service area, not just those properties. Unlike other neighborhood rate ordinances, it adds an interceptor fee. This will result in these properties paying roughly the same amount as the residents within the subdivision who could be serviced by a low-pressure sewer extension project in the future. Mr. Pittman asked for clarification of the location of the lines and Mr. Hartman said that the lines would be contained within the Springmill Place Subdivision. Mr. Shaver asked how interceptor fees are calculated. Mr. Wyatt replied that interceptor fees are already defined in an existing ordinance.

The Committee recommends a first reading of the Spring Mill Rate Ordinance 10-9-2017 at the October 10, 2017 Board of Trustees meeting.

Service Capacity Study – Mr. Merkle and Mr. Hartman presented preliminary studies on extending service to areas north and west of existing Basin 14. This effort was performed following receipt of service requests for parcels outside our current service area. Preliminary results show the District could service additional area, approximately 500 acres, north of 146th Street and a smaller area west of Michigan Road using existing infrastructure. Serving any more area than that would require substantial improvements to downstream infrastructure. Serving areas further north towards State Road 32 would require construction a lift station and forcemain. In the short-term flows would be pumped to Lift Station 14 and on to the Michigan Road WWTP, but eventually a new plant would have to be built to serve that area. The final studies are expected later next week and staff will follow up at future meetings. Impact on fees and rates was discussed, as was proposed development and rapid growth in Zionsville.

Other Business

Drew is at the WEFTEC Operators Challenge this week in Chicago. He mentioned that he met a gentleman named Ian Stiff who is with the US Department of Commerce, and he is from Indianapolis. He was very interested in watching our team perform. Mr. Merkle mentioned the response to IDEM that Drew mailed out to Board Members this week.

Mr. Merkle updated the committee on the compliance issue at the plant. The higher than normal numbers have been traced down to Lift Station 10, located in Ashbrook behind Home Depot, which serves commercial properties along Michigan Road including a new microbrewery. The elevated numbers have dropped, over the past month. Staff was also suspicious that some of the monitoring equipment may be causing errors in the test results. The issues are being resolved and IDEM is satisfied with the progress.

UPDATES

#1505 - WWTP Odor Control Upgrades – Performance testing; punch list items remain.

#1601 - 106th Street Parallel Force Main – Most of the 18,000 feet of pipe installation is complete. Crews continue to work on restoration. Work remains at the valve vault at Ditch Road and at the Michigan Road WWTP. There was a two week delay in the delivery of valves, but now that they have arrived the rest of the assembly can be completed.

#1602 - Springmill Parallel Interceptor – Testing and punch list items should be complete in October. Reith-Riley has taken over the area for Carmel's roundabout project and path work.

#1701 - WWTP Post-Treatment Improvements – Staff is still waiting to submit permits until concerns of property owners are resolved.

#1702 - Keystone/96th Street Sewer & Force Main Relocation – This project will be bid and constructed once Carmel acquires right of way and easements to complete their work and ours. Bidding could happen later this year or next year.

#1705 – 99th Street Sewer Extension & Lift Station 6 Elimination – This project is still on hold until there is movement on the part of the developer. Additionally, down the road construction work will be contingent upon further movement by the developer.

#1707 – Multiple Neighborhood Sewer Projects – The design is ongoing. Staff will meet with the engineers on Tuesday of this week. Mr. Merkle handed out a spreadsheet that summarizes the un-sewered neighborhoods left in the District's service area.

#1801 – Lift Station 4 Elimination – Staff is working with Jackson's Grant to get one of two portions of the sewer completed. The other portion will be designed and built under a separate project; this portion crosses the Book property and ties into the lift station. The work should be complete next year, allowing Lift Station 4 to be taken offline.

Mr. Merkle thanked the Committee for staying late in order to get a good understanding of the District's projects.

The meeting was adjourned at 6:30 p.m.

Date and time for next meeting: Monday November 6, 2017 at 4:30 p.m.

Respectfully submitted,



Wes Merkle
Engineering Manager



MEMORANDUM

To: C&C Committee
From: Wes Merkle
Date: September 29, 2017
Subject: #1602 Springmill Parallel Interceptor
Project Change Order 2

To date one change order has been executed for placing flowable fill where the new sewer crosses 106th Street. This was done in place of compacted granular backfill, which was required per plan and approved by Carmel. A Carmel inspector demanded the contractor make this change while work was under way, presumably unaware that his department had already approved our plans. The following additional changes will be captured in a separate final change order:

- Removal and replacement of unsuitable soils for pipe bedding, additional pipe bedding, additional pavement replacement, and an additional lateral stub (\$43,886.42). Unsuitable soils were discovered while pipe installation was underway. In areas the new sewer had to be located closer to Springmill Road due to conflicts with existing utilities that were not properly marked during the design phase, requiring additional granular backfill. Also due to the westward shift in sewer alignment additional pavement had to be replaced near Spring Ridge Drive. Additional quantities were tracked by the contractor and inspector and paid at the unit prices provided in the contractor's bid. The additional lateral stub was added at Carmel's request, as Carmel negotiated to acquire property for right of way at 111th Street. This right of way was also needed for sewer installation on this project.
- Installation of joint restraints on the Carmel Utilities water main (\$8,816.88). This main ran along the east side of Springmill Road for much of the jobsite. Crews had to expose the water main on multiple occasions to install sewer, requiring installation of restraints on exposed pipe joints to maintain stability of the line. This was approved by Carmel Utilities. It is standard construction practice.
- Remobilization and sewer relocation at 111th Street (\$30,441.69 plus 70 days). The final length of sewer could not be installed until work by others was complete at this intersection for Carmel's roundabout work. Our contractor was delayed by over two months. The planned location of remaining sewer had to be changed at the eleventh hour because Carmel did not coordinate relocation efforts of utilities involved, and another utility was allowed to install new infrastructure in a location conflicting with our plans.
- Springmill Road repairs (\$81,500). This work was required because of unsuitable soils found during construction as well as installing sewer closer to the road as previously discussed. This destabilized the road base and damaged pavement despite efforts by the contractor to prevent pavement damage. Staff notes that roughly half of the road repair work was not attributable to these efforts. Damage caused by lacking efforts to protect pavement from damage by heavy trucks and equipment will be absorbed by the contractor.

Recommended Action: Approve Change Order 2 for the Springmill Parallel Interceptor project construction contract with Gradex, Inc., increasing the contract price by \$164,644.99 and adding 70 days to the contract time.

Neighborhood Sewer Extension Project Information

Last updated: September 26, 2017

	Project Completion Year/Anticipated	Total Lots	Properties connected or requesting service	Percent connected or requesting service	Unsewered properties with known septic issues
1 Cedar Point	2016	82	7	9	N/A
2 Queens Manor	2017	43	5	12	N/A
3 Estancia	2017	7	2	29	N/A
4 Spring Hill Place/Spring Hill Heights	2018	37	5	14	1
5 Williams Creek Manor	2018	8	2	25	1
6 Autumn Woods Farms	2018	8	4	50	2
7 Lakewood Gardens	2019	60	12	20	1
8 Williams Creek Farms	2019	13	2	15	0
9 Crossfields	2019	33	6	18	0
10 Larkspur	2020	17	2	12	0
11 Oaktree	2020	13	1	8	0
12 Brandywine	2020	30	1	3	0
13 Woodhaven	2021	25	4	16	0
14 Timber Ridge	2021	15	0	0	0
15 Long Brook	2021	12	0	0	0
16 Bridlewood	2022	16	1	6	0
17 Countrywood	2022	48	0	0	0
18 Lacoma Estates	2023	13	0	0	0
19 North Augusta	2023	40	4	10	1

Unsewered subdivisions	16
Properties within unsewered subdivisions	388

Key:
Green = project complete
Blue = project in design or construction
Red = future project, schedule TBD



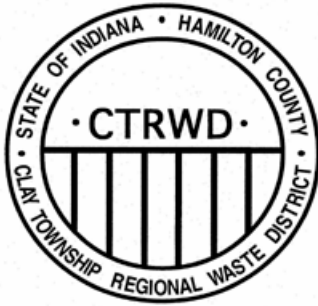
MEMORANDUM

To: Board of Trustees
From: Wes Merkle
Date: October 3, 2017
**Subject: #1505 WWTP Odor Control Project
Change Order 1**

The WWTP Odor Control project is nearly complete. The system passed performance testing in September and crews are finishing up punch list items. Below is a list of changes made to the scope of work during construction that will all be captured in a final change order. Unused allowance items will be zeroed out as credits to the contract amount.

- Upgrade the system control panel PLC to match other PLCs currently in use at the plant
- Replace badly deteriorated plant drain lines near the pretreatment building
- Install a backflow prevention device on the shop water supply line
- Modify air supply ducts in pretreatment building to accommodate the new odor control system ductwork
- Delete the fiber optic conduit relocation
- Delete unused allowances for unsuitable soils, field testing, and SCADA modifications
- Reimburse CTRWD for the cost to provide chemical feed at lift stations to control plant odors after the substantial completion due date and before the new odor control system went online.

Recommended Action: Approve Change Order 1 for a credit in the amount of \$35,838.



MEMORANDUM

To: Board of Trustees

From: Wes Merkle

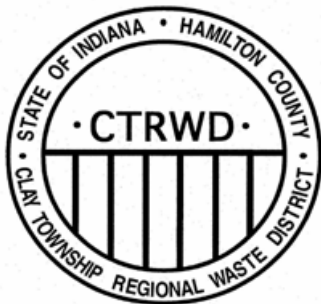
Date: October 3, 2017

**Subject: #1602 Springmill Parallel Interceptor
Project Change Order 2**

To date one change order has been executed for placing flowable fill where the new sewer crosses 106th Street. This was done in place of compacted granular backfill, which was required per plan and approved by Carmel. The following additional changes will be captured in a separate final change order:

- Removal and replacement of unsuitable soils for pipe bedding, additional pipe bedding, additional pavement replacement, and an additional lateral stub (\$43,886.42). Unsuitable soils were discovered while pipe installation was underway. In areas the new sewer had to be located closer to Springmill Road due to conflicts with existing utilities that were not properly marked during the design phase, requiring additional granular backfill. Also due to the westward shift in sewer alignment additional pavement had to be replaced near Spring Ridge Drive. Additional quantities were tracked by the contractor and inspector and paid at the unit prices provided in the contractor's bid. The additional lateral stub was added at Carmel's request, as Carmel negotiated to acquire property for right of way at 111th Street. This right of way was also needed for sewer installation on this project.
- Installation of joint restraints on the Carmel Utilities water main (\$8,816.88). This main ran along the east side of Springmill Road for much of the jobsite. Crews had to expose the water main on multiple occasions to install sewer, requiring installation of restraints on exposed pipe joints to maintain stability of the line. This was approved by Carmel Utilities. It is standard construction practice.
- Remobilization and sewer relocation at 111th Street (\$30,441.69 plus 70 days). The final length of sewer could not be installed until work by others was complete at this intersection for Carmel's roundabout work. Our contractor was delayed by over two months. The planned location of remaining sewer had to be changed at the eleventh hour because Carmel did not coordinate relocation efforts of utilities involved, and another utility was allowed to install new infrastructure in a location conflicting with our plans.
- Springmill Road repairs (\$81,500). This work was required because of unsuitable soils found during construction as well as installing sewer closer to the road as previously discussed. This destabilized the road base and damaged pavement despite efforts by the contractor to prevent pavement damage. Staff notes that roughly half of the road repair work was not attributable to these efforts. Damage caused by lacking efforts to protect pavement from damage by heavy trucks and equipment will be absorbed by the contractor.

Recommended Action: Approve Change Order 2 for the Springmill Parallel Interceptor project construction contract with Gradex, Inc., increasing the contract price by \$164,644.99 and adding 70 days to the contract time.



MEMORANDUM

To: Board of Trustees

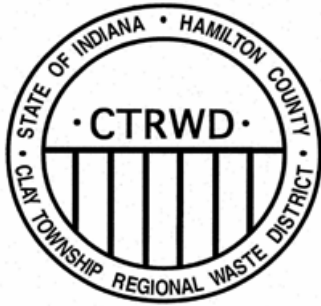
From: Andrew Williams

Date: October 3, 2017

Subject: Spring Mill Rate Ordinance No. 10-09-2017

The proposed Spring Mill Rate Ordinance for the local construction cost will cover the cost of the sewer lateral that was installed for each parcel and includes the payment of the Interceptor Fee. This will result in these properties paying roughly the same amount as the residents within the subdivision that will be serviced by the low-pressure system. The properties within the development will not pay the interceptor fee since they are not connecting directly to the interceptor and they will have a higher cost for the lateral and pump that they must install at their expense.

Recommended Action: Hold the First Reading of the Ordinance and direct staff to publish a notice for a public hearing.



MEMORANDUM

To: Board of Trustees
From: Andrew Williams
Date: October 3, 2017
Subject: Spring Mill Rate Ordinance

The proposed Spring Mill Rate Ordinance for the local construction cost will cover the cost of the sewer lateral that was installed for each parcel and includes the payment of the Interceptor Fee. This will result in these properties paying roughly the same amount as the residents within the subdivision that will be serviced by the low-pressure system. The properties within the development will not pay the interceptor fee since they are not connecting directly to the interceptor and they will have a higher cost for the lateral and pump that they must install at their expense.

Recommended Action: Hold the First Reading of the Ordinance and direct staff to publish a notice for a public hearing.

ORDINANCE NO. 10-09-2017

An ordinance to pay for the cost of the local sewers serving: 11062, 11054, 11040, 11024, 10998, 10966, 10958, 10946, 10938, 10926, 10904 Spring Mill Lane and 10675 Spring Mill Road in Hamilton County, Indiana; and other matters connected therewith.

WHEREAS, the Board of Trustees of the Clay Township Regional Waste District heretofore approved plans and specifications and determined to construct, equip, own, operate and maintain sewage works along Spring Mill Road;

WHEREAS, laterals were installed to provide sewer service to parcels commonly known as 11062, 11054, 11040, 11024, 10998, 10966, 10958, 10946, 10938, 10926, 10904 Spring Mill Lane and 10675 Spring Mill Road and the construction of the sewage works has been completed;

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE CLAY TOWNSHIP REGIONAL WASTE DISTRICT, Indiana, that:

Section 1. Applicable Fees and Charges.

The premises at 11062, 11054, 11040, 11024, 10998, 10966, 10958, 10946, 10938, 10926, 10904 Spring Mill Lane and 10675 Spring Mill Road to be served by the sewage works of the District shall pay the Local Construction Cost of **Three Thousand One Hundred dollars (\$3,100)** at such time that said premises is connected to the sewage system of the District OR prior to that time. Until paid, the Local Construction Cost shall increase at an annual rate of 2.5% commencing on January 1, 2020 as detailed in Exhibit A.

In addition, the owner shall pay the Interceptor Fee, Equivalent Dwelling Unit (EDU) Fee, and Inspection Fee in effect at the time of the issuance of the connection permit OR prior to that time to lock in at the current rate as established by ordinance.

All properties to be served by the sewage works of the District shall be charged for the services provided, including a monthly user charge in the amounts and in the manner provided for by the District's ordinances.

The cost associated with the purchase and installation of the gravity sewer lateral and all apparatuses as set forth in, but not limited to, District standards, guidelines, and specifications as well as the abandonment of the septic system as set forth by the authorizing authority, shall be the responsibility of the property owner. These costs are not otherwise included in or covered by this Ordinance.

Section 2. Connection to Sanitary Sewer.

Connection to the sanitary sewer shall be in compliance with the District's Sanitary Sewer Connection Policy.

Section 3. Severability.

The invalidity of any section, clause, sentence, or provision of this Ordinance shall not affect the validity of any part of this Ordinance which can be given effect without such invalid part or parts.

Section 4. Effective Date.

This Ordinance shall be in full force and effect from and after its passage.

PASSED AND ADOPTED by the Board of Trustees of the Clay Township Regional Waste District on the ____ day of _____, 2017.

<u>BOARD OF TRUSTEES:</u>	<u>Approve</u>	<u>Oppose</u>	<u>Abstain</u>
_____ Marilyn Anderson President	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Steve Pittman Vice President	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Michael McDonald Secretary	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Jane Merrill Treasurer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Eric Hand	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Carl Mills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Chuck Ford	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Barbara Lamb	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Michael Shaver	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ATTEST:

Andrew Williams
Utility Director

Exhibit A – Local Construction Cost
Spring Mill Lane and Spring Mill Road

Annual Interest Rate – 2.5%

Connection Year	Connection Fee
2019	\$3,100
2020	\$3,178
2021	\$3,256
2020	\$3,334
2022	\$3,412
2023	\$3,490
2024	\$3,568
2025	\$3,646
2026	\$3,724
2027	\$3,802
2028	\$3,880
2029	\$3,958
2030	\$4,036
2031	\$4,114
2032	\$4,192
2033	\$4,270
2034	\$4,348
2035	\$4,426
2036	\$4,504
2037	\$4,582
2038	\$4,660
2039	\$4,738
2040	\$4,816
2041	\$4,894
2042	\$4,972
2043	\$5,050
2044	\$5,128
2045	\$5,206
2046	\$5,284
2047	\$5,362
2048	\$5,440
2049	\$5,518
2050	\$5,596