



## Clay Township Regional Waste District

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### **Board of Trustees Meeting Agenda**

**Monday, February 9, 2015 @ 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 12, 2015
- 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
    - i. Krohn & Associate – Special Purpose Report Draft
    - ii. Presentation on Funding Sources
  - b. Personnel & Benefits Committee
  - c. Capital & Construction Committee
- 7. Old Business**
- 8. New Business**
  - a. Claims Docket
- 9. Adjourn**



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BOARD OF TRUSTEES MEETING  
Monday, January 12, 2015 @ 7:00 P.M.  
Memorandum

**ROLL CALL**

Present: Vice President Joe Clark, Treasurer Jane Merrill, Secretary Michael McDonald, Members Marilyn Anderson, Eric Hand, Barb Lamb, Carl Mills, Amanda Foley and Chuck Ford. Also in attendance: Legal Counsel Anne Poindexter, Utility Director Drew Williams. The audience sheet is attached.

**ELECTION OF OFFICERS**

Mr. Clark called the meeting to order and welcomed Mr. Ford to the Board, replacing Mr. Hagan. The Board will have the opportunity to recognize and thank Mr. Hagan for his years of service as a board member and as its President when he returns from travel.

Mr. Clark stated that the first order of business was the election of officers. Mr. Clark opened the floor for nominations. A motion was made by Ms. Merrill to approve Marilyn Anderson as President, Joe Clark as Vice President, Jane Merrill as Treasurer and Michael McDonald as Secretary. There were no other nominations. The motion was approved unanimously. Ms. Anderson assumed the gavel for the remainder of the board meeting.

Ms. Anderson proposed Joe Clark as Chair of the C & C Committee, with the other 2 committee chairs remaining the same for 2015; and that Ms. Foley will join the C&C Committee and Mr. Ford will join the P&B Committee. A motion was made by Mr. Clark to approve the committee assignments and was seconded by Mr. Hand. The motion was approved unanimously.

A motion was made by Ms. Merrill that the Executive Committee consist of the Board President, Vice President, Treasurer, Secretary and that the at-large member be Mr. Mills, and was seconded by Mr. Hand. The motion was approved unanimously.

**APPROVAL OF MEMORANDUM**

A motion was made by Mr. McDonald to approve the December 8, 2014 Board Meeting Memorandum and was seconded by Ms. Foley. The motion was approved unanimously.

**PUBLIC COMMENTS**

There were no public comments.

**ATTORNEY'S REPORT**

Mrs. Poindexter reported there were no updates.

**UTILITY DIRECTOR'S REPORT**

Mr. Williams highlighted his report from the year end summary in the January newsletter. Mr. Duffy from Carmel Utilities has indicated that submittal on Basin #1 will be forthcoming in the next 2 weeks. The District continues its study of the conditions and will install the new flow meters once they are delivered.

In an effort to keep the Board updated on District projects, the Engineering Department is creating fact sheets for each of the major capital projects. The fact sheets will summarize the details of each project and show the need, progress, cost and source of funding, maps and any changes. The fact sheets will be presented to the C&C Committee and the rest of the Board to refer to when they are discussed during Board meetings. The master plan map is being updated to reflect where these projects are located within the district.

### **BUDGET & FINANCE COMMITTEE**

Ms. Merrill reported that there were no action items

### **PERSONNEL & BENEFITS COMMITTEE**

Ms. Lamb reported the committee did not meet in December.

### **CAPITAL & CONSTRUCTION COMMITTEE**

Mr. Clark reported that there were no action items. The District will be selecting a consultant for two large capital projects this year. District staff will determine a short list of 2-3 firms that are qualified, who will then come in for a qualifications presentation in early March. The C&C Committee as well as board members are invited to the presentation. Qualification based selection process will be used, with the fee structure provided in a sealed envelope.

### **EXECUTIVE COMMITTEE**

A motion was made by Mr. Clark to approve the 3.25% merit increase for the Utility Director and was seconded by Ms. Merrill. The motion was approved unanimously.

### **OLD BUSINESS**

There was no Old Business to report.

### **NEW BUSINESS**

Mr. Williams proposed the following objectives for 2015:

The District's goals are based on the Purpose, Vision and Mission and vary little year to year. The main goals have been identified as:

- Goal**      Operate in an environmentally sensitive manner
- Goal**      Maintain a professional staff and work environment
- Goal**      Control Operating Costs
- Goal**      Effective Long Term Planning and Implementation

For 2015, the overriding objectives that will be our focus are:

Address capacity issues from Basin 1 through flow studies, reduction of wet weather flows and the evaluation of capacity improvement alternatives.

Complete the design and bidding of capacity upgrades at Lift Station 2 and the design of the parallel force main along 106<sup>th</sup> Street.

Integration of our asset management software, billing software, work order process, HR Information System and accounting software to optimize the District's resources.

A motion was made by Ms. Merrill to approve the claims docket totaling \$981,486.38 and was seconded by Mr. Mills. The motion was approved unanimously.

#### **ADJOURN**

A motion was made by Ms. Merrill to adjourn the meeting at 7:28 pm and was seconded by Mr. Clark. The motion was approved unanimously.

The next Board of Trustees Meeting is scheduled for Monday, February 9, 2015 at 7:00 p.m.

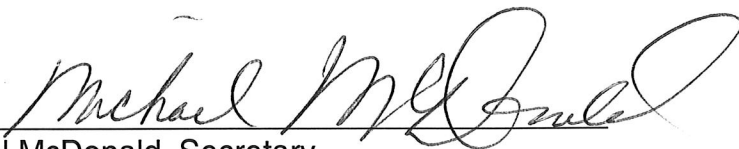
Respectfully submitted,




Andrew Williams  
Utility Director

Approved:

☒ as Presented  
☐ as Amended



Michael McDonald, Secretary

  
Marilyn Anderson, President





# THE CTRWD CONNECTION

Volume 8, Issue 2 February 1 2015  
MONTHLY NEWSLETTER

## CUSTOMER SERVICE / BILLING —TERRI KREYLING

There were four liens filed in January and one payment received. The ending balance for liens is \$14,710.34. Lien warning letters were sent to 261 property owners with a payment deadline of February 6. Approximately 70 payments have been received so far, with 36 of those being paid using the credit card option. One contract account was paid in full, reducing the total number of contract accounts being billed to 38.

In November there were 12,612 sewer service payments posted totaling \$485,993.06. Of these payments, 37 were cash, 4,253 were checks, 4,932 were ACH, 227 were credit card and 3,163 were paid by auto debit. Payments made using online bill pay and auto debit totaled 66%. There are now 1,564 customers receiving an e-billed statement.

For the month of January, 23 permits were issued and 25 new locations were added to billing.

The Customer Service department has been busy with the billing software update, which has been going well. In February, staff will begin studying options to improve the way contract accounts are billed. The next staff meeting will be on February 11.

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## Safety Update—Loren Prange

The District had no reportable injury's this month and has gone 1,809 days without a loss time accident. Confined space entries and lock out tag out forms were reviewed for the month; there were 8 entries and no lock out tag outs.

There were 3 tailgates. Topics covered:

01/13/15 Use your safety sense

01/20/15 How to conduct a safety tailgate

01/27/15 Focus mentally to avoid distracted work

The new safety training schedule for 2015 is completed and will cover training that is required and recommended for wastewater utility workers. Our first training topic is Lockout /Tag out/ Machine Guarding on February 16<sup>th</sup>.

## INSIDE THIS ISSUE

Customer Service Report / Billing	1	Financials	3
Construction & Engineering	2	Board Member Spotlight	4
Plant Report	3		

## CONSTRUCTION & ENGINEERING —WES MERKLE

### Construction Update

The Biosolids Improvements project at the Michigan Road WWTP is nearing final completion as contractors take care of punch list and paperwork items.

The US 31 Sanitary Sewer Relocation project is 95 percent complete. INDOT's contractors continue to make slow progress on remaining sewers north of 106<sup>th</sup> Street and US 31.

Construction has begun on the Northeast Regional (Jackson's Grant) Lift Station. Construction of the lift station, forcemains and gravity sewers should be complete in late summer.

Plans and specifications have been completed for the VFD Replacement project at LS #1. Construction will be publically bid in February and the contract will be ready for approval at the March Board of Trustees meeting. Construction is expected to be complete in June.

Specifications for the camera truck have been completed. This equipment will be publically bid in February and the contract will be ready for approval at the March Board of Trustees meeting. The camera truck is expected to be delivered in June.

Requests for proposals have been sent to several area engineering firms to provide design services for two upcoming projects: (1) LS #2 Pump Replacements & Standby Power Upgrades, and (2) LS #2 Parallel Forcemain from Ditch/106<sup>th</sup> to the Michigan Road WWTP. Staff will select two to three firms to give short presentations at the March Capital and Construction Committee meeting. Contracts for design services should be ready for approval at the March Board of Trustees meeting.

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### Engineering Update

Over the past month engineering staff completed 774 locates, 50 I&I inspections, and 29 lateral inspections. Staff continues to make progress permanently locating forcemains with GPS equipment - 128,200 feet of forcemain has been GPS located with approximately 9,500 feet remaining. Remaining forcemain will be difficult to locate accurately due to issues such as missing tone wire, line depth, and dense trees hindering GPS signals. Creative and more time-consuming means will be required to achieve permanent and accurate location of all forcemains with GPS equipment.

Fifteen new flow meters arrived mid-January. All fifteen flow meters have been tested and installed alongside existing flow meters at strategic locations throughout Basin 1. This effort is part of an extensive flow monitoring plan to hone in on Basin 1 I&I sources. All that is needed now is a torrential rainstorm to collect valuable data on system performance.

Congratulations to Kermin Huntley who recently completed and passed the IWEA Sewer Construction Inspection Course. Mr. Huntley looks forward to continuing to utilize his knowledge alongside Jeff, Aaron and Eric to ensure that all contractors comply with District construction standards.

### NEW EMPLOYEE

Welcome to Leonard King, Jr. who joined our staff in January as the part time building maintenance technician. We look forward to having him on board.



## PLANT REPORT—SCOT WATKINS

Pump inspections were started at the plant with the clarifier six waste pump being removed from service due to a seal failure. The repair will be covered by the warranty. A complete schedule for all Collection Department activities has been set for 2015. The Department anticipates the hiring of a new Field Operations Technician this month. The Operators Challenge team has been chosen for the IWEA sponsored competition, and will begin training soon. Outreach efforts have begun by holding pizza parties and presentations for many of the schools that participated in the rain barrel project at the IWEA Conference. Outreach efforts allow the District to keep active within the schools and over time, more educators will get involved. Staff members who would like to take either the Operators or Collections exams should complete their applications as soon as possible.

Final 2014 Pretreatment and FOG Quarterly Reports were completed this week showing twenty inspections performed with no violations.

The collections crew used the vac truck to hydro excavate the force mains along 106th Street in order to confirm their depths. The City of Carmel is designing a path project with a bridge and will hopefully be able to avoid conflicts with the force mains. The collection crew has also started easement maintenance. Station cleanings have begun; lift stations 1, 5, 12 and 14 have been cleaned all the way to bottom. The conveyor in the Biosolids building broke and came off the track. Fortunately, the staff was able to make the repair and get the system back into operation quickly.

### BIRTHDAYS

Bob Roudebush February 16  
Terri Kreyling February 18



## FINANCIALS—RON HANSEN

In December, Sales were 2% over budget due to higher Commercial Sales. Operating Expenses were 24% over budget as a result of the \$92,000 spent in Manhole Raising and Special R&M (I&I) for manholes in the Basin #1 area. The Net Income was a loss of \$7,000 and was \$81,000 under budget.

For 2014, Sales were 4% over budget and Operating Expenses were 4% under budget. Expenses were below budget in all areas except Treatment which was \$1,000 over. Net Income for the year was \$1,483,000 and 38% over budget. The 2014 Net Income was 90% higher than 2013.

Capital Spending for December was only \$180,000 or 2% of the annual budget. Spending for 2014 totaled \$3,239,000 or 41% of the budget. Major projects with little or no spending included Basin One Storage budgeted at \$2,000,000 and LS # 2 Capacity Upgrade/Mid Line Lift Station Addition at \$1,400,000. Cash Balances decreased by \$150,000 in December but increased by \$866,000 for the year. This was due to the lower capital spending and higher fee collection for developer projects. Interceptor and Plant Expansion fees were budgeted at \$1,400,000 in 2014 but actually exceeded \$2,600,000.

### CALENDAR OF EVENTS

February 11	Staff Meeting	10:00 a.m.
February 27	B & F Meeting	7:30 a.m.
February 23	P & B Meeting	7:30 a.m.
March 2	C & C Meeting	4:30 p.m.
March 9	Board Meeting	7:00 p.m.

## BOARD MEMBER SPOTLIGHT—

## Chuck Ford

The Clay Township Trustee appointed Mr. Ford to a four year term on the CTRWD Board of Trustees in January of this year.

He was born in Portland Indiana, and raised in La Porte. A graduate of Ball State University, Chuck earned a Masters Degree in Education, majoring in U.S. History, World Geography, Health Science, and Physical Education. While teaching at Carmel High School he met his wife Judy; they have been married almost 24 years and have 3 daughters and 1 son.

Chuck taught school for a total of 35 years, during which time he coached football, wrestling, track and baseball. As a coach, he had the opportunity to travel to and coach in China, Korea and throughout the U.S. He has also travelled throughout Canada, several Caribbean Islands, the Bahamas and Mexico. Now that he is retired from his teaching career, Chuck works for Miller Auto Care and enjoys hunting, fishing, hiking and camping. He and his wife own a 50-acre camp in Park County where family and friends enjoy camping. He is a member of the Indiana Retired Teachers Association, the NRA, VFW and the Republican Party.

## Amanda Foley

Amanda Foley was appointed to the Board of Trustees by the Hamilton County Council in June 2014.

Amanda was born and raised in central Texas, and received a Bachelor's Degree in Biological and Agricultural Engineering from Texas A&M University in May, 2002.

She met her husband, Daniel Foley, at Texas A&M, and they were married in March, 2004. The Foleys moved to this area right after their wedding almost 11 years ago and have lived in Carmel for the last 3 years.

They have two daughters, Sadie is 6 years old, and Molly is 4. These days, her spare time is filled mostly with spending time with and taking care of family. Amanda volunteers at her daughter's elementary school, Cherry Tree Elementary, and is involved with the PTO there.

She also teaches Sunday School at Epiphany Lutheran Church in Westfield, where they were charter members when the church was founded in 2008.



## Customer Service Department Team Building Activity



Colleen Byrne, Edie Miller, Terri Kreyling, Shelly Keefe and Susan Vallone

Clay Township Regional Waste District  
2015

<b>Selected Statistics 2015 Summary</b>	<b>January</b>	<b>2015 Monthly Average</b>	<b>2015 YTD</b>	<b>2014 Monthly Average Through January</b>	<b>2014 Total Through January</b>
<b>Maintenance Information</b>					
Lateral Inspections	29	29	29	16	16
Certified I&I inspections	50	50	50	39	39
Failed I&I Inspections	0	0	0	1	1
Customer Work Requests	0	0	0	1	1
Sewer Locates	774	774	774	446	446
Manholes Added	90	90	90	0	0
Total # of Manholes	5,404	N/A	5,404	N/A	5,314
Manholes Inspected	0	0	0	2	2
Feet of Sewer Added	1,921	1,921	1,921	3,645	3,645
Total Footage of Sewers	1,494,512	N/A	1,494,512	N/A	1,473,587
Feet of Sewer Televised	0	0	0	0	0
Feet of Sewer Cleaned	0	0	0	0	0
Overflows	0	0.0	0	1	1
<b>Station 1 (Carmel Creek) Info</b>					
Rainfall / Precipitation (inches)	1.29	1.29	1.29	2.28	2.28
Total Flow (in gallons)	45,170,000	45,170,000	45,170,000	65,119,000	65,119,000
Average Daily Flow (in gallons)	1,505,667	1,506,000	N/A	2,101,000	N/A
Minimum Flow (in gallons)	1,230,000	1,230,000	1,230,000	1,578,000	1,578,000
<b>Michigan Road Plant Info</b>					
Total Flow (in gallons)	89,869,000	89,869,000	89,869,000	70,517,000	70,517,000
Maximum Daily Flow (in gallons)	3,242,000	3,242,000	3,242,000	3,069,000	3,069,000
Average Daily Flow (in gallons)	2,899,000	2,899,000	N/A	2,275,000	N/A
Minimum Daily Flow (in gallons)	2,361,000	2,361,000	2,361,000	1,635,000	1,635,000
Total Flow to Both Plants	135,039,000	135,039,000	135,039,000	135,636,000	135,636,000
<b>Biosolids Handling</b>					
Wasted (Biosolids) (in gallons)	1,726,360	1,726,000	1,726,000	1,091,000	1,091,000
Dewatered (gallons)	899,000	899,000	899,000	386,000	386,000
Digested Sludge Withdrawn (gals)	858,300	858,000	858,000	436,000	436,000
<b>Customer Information</b>			14,025		
New Sewer Service Accounts	25	25	25	29	29
Permits Issued	23	23	23	29	29

Clay Township Regional Waste District

<b>Selected Statistics 2014 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>2014 Monthly Average</b>	<b>2014 YTD</b>	<b>2013 Monthly Average December</b>	<b>2013 Total Through December</b>
<b>Maintenance Information</b>																
Lateral Inspections	16	27	45	37	36	34	38	39	45	43	28	23	34	411	47	567
Certified I&I inspections	39	49	59	69	75	91	79	54	51	79	45	62	63	752	90	1,082
Failed I&I Inspections	1	0	1	0	1	1	0	1	1	0	0	2	0.7	8	1	13
Customer Work Requests	1	0	2	1	2	2	4	5	5	7	1	0	3	30	1	6
Sewer Locates	446	555	1,073	584	574	728	784	783	995	786	657	710	723	8,675	414	4,968
Manholes Added	0	0	7	1	1	0	9	16	23	0	25	-1	7	81	8	94
Total # of Manholes	5,314	5,314	5,321	5,322	5,323	5,323	5,332	5,348	5,371	5,371	5,396	5,395	N/A	5,395	N/A	5,314
Manholes Inspected	2	0	112	0	0	0	0	0	16	10	45	21	17	206	25	305
Feet of Sewer Added	3,645	0	1,659	223	29	0	2,449	2,577	9,161	15	2,786	105	1,887	22,649	1,732	20,787
Total Footage of Sewers	1,473,587	1,473,587	1,475,246	1,475,469	1,475,498	1,475,498	1,477,947	1,480,524	1,489,685	1,489,700	1,492,486	1,492,591	N/A	1,492,591	N/A	1,469,942
Feet of Sewer Televised	0	0	0	0	0	0	0	0	0	0	0	8,482	707	8,482	4,814	57,762
Feet of Sewer Cleaned	0	0	0	0	20,238	23,648	26,415	1,472	15,366	14,131	16,321	0	9,799	117,591	29,046	348,554
Overflows	1	0	0	7	1	1	1	0	1	0	0	0	1.0	12	1	13
<b>Station 1 (Carmel Creek) Info</b>																
Rainfall / Precipitation (inches)	2.28	2.03	1.93	5.11	5.44	4.87	2.48	1.76	3.69	3.34	2.37	0.59	3.0	35.9	3.6	43.5
Total Flow (in gallons)	65,119,000	56,770,000	54,350,000	71,230,000	63,338,000	57,640,000	48,430,000	46,790,000	47,820,000	33,490,000	41,670,000	49,900,000	53,046,000	636,547,000	66,877,667	802,532,000
Average Daily Flow (in gallons)	2,100,613	2,027,500	1,753,226	2,374,333	2,111,267	1,921,333	1,562,258	1,509,355	1,594,000	1,080,323	1,389,000	1,610,000	1,753,000	N/A	1,691,000	N/A
Minimum Flow (in gallons)	1,578,000	1,435,000	1,574,000	1,508,000	1,450,000	1,170,000	1,030,000	1,030,000	1,270,000	890,000	910,000	1,200,000	1,254,000	890,000	1,203,000	1,350,000
<b>Michigan Road Plant Info</b>																
Total Flow (in gallons)	70,517,000	70,588,000	76,968,000	78,502,000	69,450,000	77,145,000	75,139,000	74,811,000	71,556,000	87,512,000	79,316,000	80,220,000	75,977,000	911,724,000	77,062,000	756,538,000
Maximum Daily Flow (in gallons)	3,069,000	3,926,000	3,826,000	6,559,000	3,036,000	3,277,000	3,005,000	3,109,000	3,826,000	3,741,000	3,986,000	3,323,000	3,724,000	6,559,000	3,369,333	5,816,000
Average Daily Flow (in gallons)	2,274,742	2,521,000	2,482,839	2,616,733	2,478,000	2,571,500	2,423,839	2,413,258	2,385,200	2,822,968	2,643,867	2,674,000	2,526,000	N/A	2,070,045	N/A
Minimum Daily Flow (in gallons)	1,635,000	2,091,000	2,010,000	1,478,000	2,118,000	2,186,000	2,093,000	2,236,000	1,858,000	1,894,000	2,213,000	2,196,000	2,001,000	1,478,000	1,588,583	1,076,000
Total Flow to Both Plants	135,636,000	127,358,000	131,318,000	149,732,000	132,788,000	134,785,000	123,569,000	121,601,000	119,376,000	121,002,000	120,986,000	130,120,000	129,023,000	1,548,271,000	129,922,500	1,559,070,000
<b>Biosolids Handling</b>																
Wasted (Biosolids) (in gallons)	1,090,740	1,193,580	1,341,510	1,151,470	1,231,000	1,271,260	1,519,720	1,044,565	1,693,090	1,535,860	1,372,870	1,236,000	1,307,000	15,682,000	1,329,418	15,953,010
Dewatered (gallons)	386,380	848,000	608,000	705,000	320,000	384,000	577,000	904,000	595,000	524,000	396,000	350,000	550,000	6,597,000	762,750	9,153,000
Digested Sludge Withdrawn (gals)	435,700	342,300	381,800	679,500	623,000	841,200	757,500	703,700	912,900	866,500	668,400	723,900	661,000	7,936,000	496,600	5,959,200
<b>Customer Information</b>																
New Sewer Service Accounts	29	29	25	21	24	29	22	27	28	32	38	30	28	334	34	404
Permits Issued	29	25	31	26	26	26	37	33	19	32	24	14	27	322	39	467



## BUDGET & FINANCE COMMITTEE

Friday, January 23, 2015 @ 7:30 A.M.

### Memorandum

Present: Committee Members Jane Merrill, Eric Hand, Carl Mills, Legal Counsel Anne Poindexter, and Utility Director Drew Williams, Controller Ron Hansen, Customer Service Manager Terri Kreyling

Ms. Merrill called the meeting to order at 7:32 a.m.

Financial Statements and Investments – Mr. Hansen presented the December 2014 year end financials, highlighting variances. Total sales of \$467,000 were \$8,000 or 2% over budget due primarily to higher Commercial Sales. Other Income was favorable \$6,000 due to higher bank interest. Operating Expenses of \$474,000 were \$93,000 or 24% over budget. This was due in part to spending \$92,000 for Manhole Raising & Repairs in the Basin 1 area or \$78,000 more than budgeted for December.

For the twelve months year-to-date, Total Sales of \$5,726,000 were over budget by \$205,000 or 4% due to higher than budgeted Residential & Commercial Sales, Application Fees and Inspection Fees. Other Income was favorable \$55,000 due primarily to the receipt of a prior year bank check in January and higher interest. Operating Expenses in 2014 of \$4,259,000 were \$174,000 or 4% under budget. Spending was below budget by \$59,000 in Wages & Benefits, \$22,000 in Administration and \$94,000 in Collection. Spending was over budget by \$1,000 in Treatment.

Net Income for 2014 is \$702,000 or 90% higher than 2013.

Cash Generated for December showed a net decrease in all funds of \$150,000. This decrease was primarily due to construction spending including \$269,000 for the WWTP Digesters. The Total Cash balance is \$10,950,000 or \$866,000 higher than December 2013. Capital spending for the year was less than 50% of the budget.

There were no investments in December and none are planned for 2015. The money market accounts are paying more interest than certificates of deposit.

Mr. Mills asked that a report be prepared to reflect the year to year revenue increase compared to the 5% rate increase. A question was asked about the substantial increase in interceptor fees over the budgeted amount, and whether this accounted for most of the revenue increase. Mr. Hansen pointed out that interceptor fees are



listed on the balance sheet and are not part of the income statement. Mr. Hansen will work on a quarterly update to show the sources of our funding and where those funds are being spent.

Krohn & Associates Update – Mr. Hansen presented the Draft copy of the Special Purpose Report. The purpose of the report is to provide a conservative value for the assets, customers, and exclusive right to provide sanitary sewer service within the Basin 1 Service Area. The Draft is being presented to get feedback from the Committee and the Board.

The conclusion drawn in the report indicated a conservative valuation of CTRWD's Basin 1 Service Area to fall within a range of \$9.5 M to \$12 M based on three methods of appraisal. This valuation would support a \$12 - \$14 M bond issue. Staff will request that Mr. Krohn also provide bonding limits for the entire District. District staff is updating the GIS map to show the potential for future growth; approximately 1/3 of the acreage that is approved for service is not yet developed.

Mr. Hand pointed out that the Carmel treatment capacity owned by the District was not included in the valuations and would need to be included in the value of Basin 1.

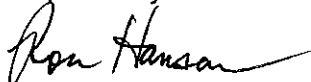
Other Business – Mrs. Poindexter reported that there are discussions in the State Legislature to require the election instead of appointment of board members for regional sewer districts. The Committee discussed the various problems that would need to be resolved to hold an election. These problems include selecting who would be eligible to vote and who would pay for the cost of the election. A second legislative proposal would eliminate the ability of regional sewer districts to file and collect sewer liens on property tax bills. Mrs. Poindexter will provide the Board with talking points for the 2015 legislative issues that concern regional sewer districts.

Mr. Mills asked about the progress on Basin 1 I&I issues. Mr. Williams reported on what has happened up to this point and noted the recent delivery of the 15 new flow meters. He also discussed the strategy for finding and repairing I&I problems.

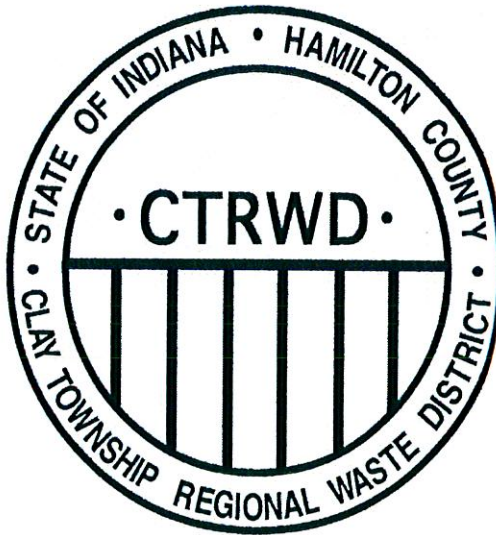
The meeting was adjourned at 8:40 a.m.

The next meeting is scheduled for Friday, February 27, 2015 at 7:30 am.

Respectfully submitted,

A handwritten signature in black ink that reads "Ron Hansen". The signature is written in a cursive, flowing style.

Ron Hansen  
Controller



# CLAY TOWNSHIP REGIONAL WASTE DISTRICT

**DRAFT**

## SPECIAL PURPOSE REPORT

Valuation Considerations  
Basin 1 Service Area



231 E. Main Street, Westfield IN 46074

317-867-5888

[www.owkcpa.com](http://www.owkcpa.com)



Otto W. Krohn, CPA, CMC  
James W. Treat, CPA

231 E. Main Street, Westfield, Indiana 46074

American Institute of CPAs  
Indiana CPA Society

January 12, 2015

Board of Trustees  
Clay Township Regional Waste District  
10701 North College Avenue, Suite A  
Carmel, Indiana 46280

Re: Special Purpose Report - Valuation Considerations  
Clay Twp. Regional Waste District - Basin 1 Service Area

The attached schedules (listed below) present unaudited and limited financial information for the purpose of consideration by the Board of Trustees of Clay Township Regional Waste District ("CTRWD") to provide a baseline understanding of how the application of conventional business valuation techniques could establish a conservative value for the assets, customers and exclusive right to serve sanitary sewer service within CTRWD's Basin 1 Service Area. The purpose of this report should be restricted to management of CTRWD. It is not intended to be used as a basis to establish a sales price or to offer the Basin 1 Service Area for sale.

Fixed Assets & Pro Forma Financial Information

- 2-4 General Comments
- 5-7 Original Cost Depreciated Valuation
- 8-9 Discounted Cash Flow Valuation
- 10 Comparative Sales Valuation

We would appreciate your questions or comments on this information and would provide additional information upon request.

Very truly yours,

*O.W. Krohn & Associates, LLP*

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O. W. Krohn & Associates, LLP

**CTRWD, HAMILTON COUNTY, INDIANA**  
**Proposed Valuation Considerations - Basin 1 Service Area**

**GENERAL COMMENTS**

At the direction of the CTRWD Utility Director, we have prepared this Special Purpose Report for the Board of Trustees, in conjunction with establishing a valuation of the assets, facilities, customers and business operations of CTRWD within its Basin 1 Service Area. This report will only focus on the application of traditional business valuation techniques and identify considerations relative to the application of each technique or combination of each technique. This document is not intended to establish a firm sale price. However, it is intended to provide the Board of Trustees with some sense of an "arm's length" valuation to effect a public sale (auction) of the Basin 1 Service Area in a manner similar to what has recently occurred with the acquisition of neighboring municipal utilities by Citizen's Water.

**EXECUTIVE SUMMARY**

CTRWD currently provides wastewater service to 3,987 customers within its Basin 1 Service Area. Basin 1 accounts for about 29% of the total 13,823 customers served by CTRWD. The Basin 1 customers are served via Lift Stations 1, 3 & 6 which include 294,180 linear feet of sewers, or approximately 20% of CTRWD's 1,475,500 total lineal feet of sewers. The original cost depreciated value of the fixed assets within this service area amounts to approximately \$14.5 M. Approximately 2/3rds of the Basin 1 assets were funded with federal and state grant programs that were available in the late 1980's through the USEPA Construction Grants Program (Public Law 92-500). In addition to the fixed assets, CTRWD also acquired the rights to treatment plant capacity at the Carmel wastewater treatment plant. The net book value of CTRWD's investment in the Carmel WWTP amounts to an additional \$1.2 M. After adjusting for the depreciated value of grants (Contributions in Aid of Construction - CIAC) and federal loans, the net original cost depreciated value (net of CIAC) amounts to about \$9.5M. **THE ESTIMATE OF BASIN 1's NET ASSETS' ORIGINAL COST NET OF DEPRECIATION and CIAC VALUATION AMOUNTS TO APPROXIMATELY \$9.5 M.**

NOTE: Inherently, replacement cost depreciated value could be significantly greater. There is certainly a replacement cost value associated with wastewater treatment plant capacity. A conservative valuation of WWTP capacity is likely \$900 to \$1,500 per equivalent dwelling unit (EDU), assuming a cost of \$3 to \$5 per gallon per day to construct WWTP capacity. With an incremental range of \$500 to \$1,000 per EDU, perhaps an additional \$2 to \$4 million could be a reasonably expected valuation for WWTP rights.

CTRWD is currently generating more than \$1.4 M in gross revenues from the Basin 1 area customers. However, if Basin 1 were to be sold, CTRWD would lose over \$.7 M per year in net operating revenues. If we were to look out over the next 30 years and assume a 3% annual discount rate, the present value of that \$.7 M per year amounts to about \$14 M. CTRWD anticipates spending approximately \$4 M in capital improvements in the Basin 1 service area.



Therefore, if a sale were to be entertained, consideration could be given to these avoided costs. The **ESTIMATED VALUATION BASED SOLELY UPON DISCOUNTED CASH FLOWS COULD AMOUNT TO APPROXIMATELY \$10 M.**

Market value of comparative sales is yet another valuation technique; and, the recent utility sale adjacent to CTRWD is likely a good barometer for benchmarking purposes. The average cost per customer paid by Citizen's Water to the City of Westfield amounted to approximately \$4,000 per customer. That would place a market valuation in the area of \$16 M. Discounting for the \$4 M capital projects needed (avoided capital costs), a **MARKET VALUE BASED VALUATION COULD AMOUNT TO APPROXIMATELY \$12 M.**

**NOTE:       None of the above-noted valuation techniques consider potential for growth within the Basin 1 Service Area.  
Consideration of future rate impacts on Basin 1 customers could also be a factor if a sale transaction is pursued.**

#### **Basin 1 Fixed Assets - Original Cost Depreciated Valuation Detail – Pages 5 - 7**

The recorded book value, based upon original cost net of depreciation, for the detailed physical assets serving the Basin 1 Service Area are presented in these schedules. The initial lift stations were placed in service in 1988, with Lift Station 6 going live in 2001. The total cost of the utility plant in-service is \$15,263,773, with a depreciated value of \$9,549,159. This includes the improvements made to the Carmel plant, the gross cost of which is approximately \$2 million and net book value is \$1.2 M. The WWTP investment (treatment plant rights) accounts for approximately 12% of CTRWD's total net assets in Basin 1.

#### **Basin 1 Discounted Cash Flow Valuation – Basin 1 Service Area Customers – Pages 8 - 9**

The 2014 financial budget / results have been restated to reflect the elimination of the Basin 1 Service Area in order to ascertain the impact on cash flows for CTRWD. Estimated annual revenues substantially decrease (\$1,443,000) by about 26.5% from the total budgeted revenues of \$5,450,500; based upon information provided by management, we have calculated that total expenses will only shrink by \$728,000 should the Basin 1 Service Area be relinquished resulting in a reduction in net operating income of \$715,000.

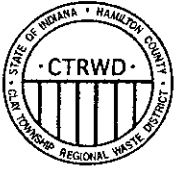
### **Basin 1 Market Valuation – Comparative Results of Recent Utility Sales – Page 10**

This schedule summarizes the results of a wide range of recent utility sales throughout Indiana. The most notable disposal in proximity to Clay Township was that of the City of Westfield to Citizen's Energy Group in 2012. This yielded an average cost per sewer customer of \$5,860. The weighted average cost per water and sewer customer amounted to approximately \$4,113. Given recent comparable sales data, in particular the recent Westfield transaction, a potential sales price of \$4,000 per EDU would not be an unreasonable expectation; this would result in a market valuation of \$16 M. If we were to discount the valuation for the \$4 M in avoided capital costs for Basin 1, a net market valuation of approximately \$12 M would result.

### **Concluding Comments:**

Based upon the three valuation methodologies noted above and displayed within the accompanying schedules that follow, a conservative valuation of CTRWD's Basin 1 Service Area appears to fall within a range of \$9.5 M to \$12 M.

More aggressive valuation techniques might attempt to blend two or more of these and/or other valuation techniques and/or considerations. For instance, by retaining the \$715,000 per year of net cash flow, CTRWD could support a \$12 M to \$14 M bond issue (payable over 30 yrs at 3% - 4% annual interest cost). Perhaps the loss of bonding power is an additional consideration above and beyond the net asset valuation in a potential sale transaction. Potential for future growth within the Basin 1 Service Area may be yet another additional valuation consideration. In a public sale (auction), such considerations could add value over and above the more conservative valuation techniques identified in this report, depending upon the suitor.



## Clay Township Regional Waste District

### Basin 1 Fixed Assets

September 30, 2014

<u>Asset Number</u>	<u>Description</u>	<u>Year in Service</u>	<u>Life - Years</u>	<u>Cost</u>	<u>Annual Depreciation</u>	<u>Accumulated Depreciation</u>	<u>Net Book Value</u>
<b>Lift Stations</b>							
76	Lift Station 1	1988	50	462,160	9,243	235,674	226,486
78	Lift Station 3	1988	50	61,550	1,231	32,929	28,621
79	Lift Station - Interest	1988	50	26,416	528	14,133	12,283
305	LS 1 - Muffin Monster	1988	15	18,000	0	18,000	0
82	Lift Station 6	2001	50	40,560	811	19,266	21,294
331	LS 1 - flygt pump	2001	15	7,274	0	7,274	0
352	LS 1 - flygt pump	2001	15	7,324	0	7,324	0
431	LS 1 - upgrade	2003	50	532,210	12,237	63,166	469,044
439	LS 1 - surge protector	2003	15	3,644	328	2,578	1,066
441	LS 1 - rebuild pump 3	2003	15	21,000	1,890	14,857	6,143
664	LS 1 - air conditioner	2007	15	6,325	443	3,115	3,210
667	LS 1 - macerator 1 rebuild	2007	15	12,286	860	6,051	6,235
667	LS 1 - macerator 2 rebuild	2007	15	12,286	860	6,051	6,235
730	LS 1 - pump 3 repair	2008	15	41,471	2,765	18,662	22,809
731	LS 1 - pump 4 repair	2008	15	31,318	2,088	14,093	17,225
779	LS 1 - controller	2009	15	2,018	135	774	1,244
855	LS 1 - paving	2010	15	8,000	533	2,533	5,467
857	LS 1 - ARV replacement	2010	15	16,888	1,126	5,348	11,540
913	LS 1 - 2 medium pumps	2011	15	276,159	18,411	69,040	207,119
914	LS 1 - paving	2011	15	8,645	576	2,161	6,484
933	LS 6 - safety net	2011	15	2,429	162	607	1,822
992	LS 1 - backup pump	2012	15	353,455	23,564	64,800	288,655
995	LS 6 - control panel	2012	15	37,931	2,529	6,954	30,977
1005	LS 3 - 2 pumps	2012	15	9,651	643	1,769	7,882
1006	LS 6 - 2 pumps	2012	15	9,651	643	1,769	7,882
1007	LS 1 - communications	2012	5	6,665	1,333	3,666	2,999
1079	LS 3 - control panel	2014	15	42,300	2,820	2,115	40,185
1084	LS 1 - pump 3 repair	2014	15	46,219	3,081	2,311	43,908
1086	LS 1 - repair macerators	2014	15	24,369	1,625	1,218	23,151
2015	LS 1 - repair macerators carry-ove	2015	14	13,186	942	0	13,186
<b>Subtotal - Lift Stations</b>				<b>2,141,390</b>	<b>91,407</b>	<b>628,238</b>	<b>1,513,152</b>



## Clay Township Regional Waste District

### Basin 1 Fixed Assets

September 30, 2014

<u>Asset Number</u>	<u>Description</u>	<u>Year in Service</u>	<u>Life - Years</u>	<u>Cost</u>	<u>Annual Depreciation</u>	<u>Accumulated Depreciation</u>	<u>Net Book Value</u>
<b><u>Sewer Lines</u></b>							
103	Primary area sewer lines	1990	50	14,384,891	364,088	5,191,680	9,193,211
109	Timber Creek	1992	50	66,270	1,637	21,658	44,612
115	Waldon Pond	1992	50	102,220	2,525	33,407	68,813
124	Meridian Corporate Plaza	1993	50	57,300	1,391	17,991	39,309
125	Lexington Farms	1993	50	517,650	12,570	162,550	355,100
127	Timber Heights	1993	50	73,628	1,788	23,118	50,510
128	Foxwood	1993	50	28,000	680	8,791	19,209
136	Cornerstone - Ph 1	1994	50	12,840	310	3,770	9,070
137	Orchard Estates	1994	50	50,000	1,208	14,659	35,341
144	Rosemeade Commons	1995	50	57,240	1,346	16,529	40,711
145	Rosemeade Commons - CTRWD	1995	50	16,890	397	4,877	12,013
159	Lennox Trace - Ph 1	1995	50	46,690	1,098	13,483	33,207
298	Lennox Trace - Ph 2	1996	50	22,670	525	6,265	16,405
300	Chester Drive (Sachs)	1996	50	15,810	366	4,369	11,441
286	Carmel Science & Technology	1997	50	286,000	6,526	75,531	210,469
289	Carmel Station - Sec 1	1997	50	79,020	1,803	20,869	58,151
290	Applewood Estates	1997	50	157,030	3,583	41,471	115,559
291	Parkwood Crossing	1997	50	87,000	1,985	22,976	64,024
209	Waterwood - Sec 1	1998	50	133,470	3,003	33,625	99,845
210	Waterwood - Sec 2 & 3	1998	50	99,510	2,239	25,070	74,440
211	Chapman - Cornell	1998	50	16,800	378	4,232	12,568
205	Carmel Station - Sec 2 & 3	1999	50	78,760	1,729	19,550	59,210
409	The Retreat	2001	50	155,728	3,367	33,667	122,061
379	Guilford Park - Sec 1	2002	50	172,000	3,674	35,144	136,856
421	Guilford Park - Sec 2	2003	50	99,800	2,104	19,215	80,585
456	Chesterton	2003	50	687,297	14,509	132,329	554,968
538	Monon Farms	2006	50	156,093	3,187	24,636	131,457
692	Townhomes at Guilford	2007	50	241,900	4,887	35,410	206,490
7007	Brownstone Homes at Guilford Rd	2007	50	200,000	4,041	29,277	170,723
709	Relocate Forcemain - 116th & Col	2007	50	12,619	255	1,847	10,772
742	Meridian Corporate Plaza - Sec 3	2007	50	36,000	720	4,860	31,140
744	Little Farms addition to Homeplac	2008	50	15,600	312	2,106	13,494
764	106th & College Interceptor	2008	50	11,404	228	1,540	9,864
812	116th St Center - Ph 2	2009	50	58,700	1,174	6,750	51,950
818	Carmel Science & Tech - Block 11	2009	50	65,900	1,318	7,578	58,322





## Clay Township Regional Waste District

### Basin 1 Fixed Assets

September 30, 2014

Asset Number	Description	Year in Service	Life - Years	Cost	Annual Depreciation	Accumulated Depreciation	Net Book Value
<b>Sewer Lines (Continued)</b>							
886	Holiday Hills & Dales	2010	50	299,939	5,999	28,494	271,445
970	1204 E 116th St Extension	2011	50	14,200	284	1,065	13,135
1025	Inglennook - Sec 1A	2012	50	158,800	3,176	8,734	150,066
1028	116th St Center Apartments	2012	50	66,000	1,320	3,630	62,370
1057	96th St Interceptor Lining	2013	50	221,769	4,435	7,762	214,007
1102	Jessup Blvd - Samantha's House	2014	50	10,619	212	159	10,460
<b>Subtotal - Sewer Lines</b>				<b>19,074,057</b>	<b>46,677</b>	<b>6,150,674</b>	<b>12,923,383</b>
<b>TOTAL</b>				<b>21,215,447</b>	<b>557,784</b>	<b>6,778,912</b>	<b>14,436,535</b>

#### Carmel Treatment Plant

50	Carmel Plant	1993	50	1,912,399	38,248	866,212	1,046,187
1044	Carmel Headworks	2013	15	108,535	7,236	12,662	95,873
1045	Carmel Forcemain Extension	2013	50	59,800	1,196	2,093	57,707
<b>Subtotal - Carmel Treatment Plant</b>				<b>2,080,734</b>	<b>46,680</b>	<b>880,967</b>	<b>1,199,767</b>

#### Construction

1988	\$462,160
1988	61,550
1988	26,416
1988	18,000
1988	14,384,891
<b>Total</b>	<b>\$14,953,017</b>

#### 1985 - 1988 Grants

CIAC - Federal	\$8,791,097
CIAC - State	1,172,145
CIAC - State - IN Dept of Commerce	455,531

Subtotal **\$10,418,773** **\$ 7,089,692**

#### Bonds

1986 IN Bond Bank - BAN, retired in 1987 by bonds in the same amount from the US Dept. of Agriculture - Farmers' Home Admin. **\$4,845,000** **\$ 96,900** **\$ 3,585,300** **\$ 1,259,700**

<b>Original Cost</b>	<b>Total</b>	<b>\$15,263,773</b>	<b>\$ 9,549,159</b>
<b>Computed cost per User</b>	<b>3,987 Users</b>	<b>\$ 3,828.39</b>	<b>\$ 2,395.07</b>

**CTRWD, HAMILTON COUNTY, INDIANA**  
**Proposed Valuation of Basin 1 Service Area**

**Basin 1 Discounted Cash Flow Valuation Technique**

**Clay Township Regional Waste District**  
**Impact of Loss of Basin 1 Service Area**  
Customers Served by LS# 1, 3, 6

	2014 Budget	2014 Budget Allocated to LS# 1, 3, 6 (Basin 1)	2014 Budget RESTATED
	TOTAL		
<b><u>Annual Revenue:</u></b>			
Residential & Commercial	\$ 5,383,000	\$ 1,424,000	\$ 3,959,000
Late Fees	67,500	19,000	48,500
<b>Total Revenue</b>	<b>\$ 5,450,500</b>	<b>\$ 1,443,000</b>	<b>\$ 4,007,500</b>
<b><u>Cash Operation &amp; Maintenance Expenses:</u></b>			
Insurance - Property	\$ 85,000	\$ 2,000	\$ 83,000
Engineering	50,000	14,000	36,000
Billing Service	142,500	41,000	101,500
Customer Outreach	23,000	3,000	20,000
Carmel Treatment	750,000	750,000	0
LS# 2 Flow to Carmel - 25%	0	(188,000)	188,000
Lift Station R&M	180,000	25,000	155,000
Line Maintenance	40,000	8,000	32,000
Line Repair	40,000	8,000	32,000
Special R&M (I&I)	85,000	17,000	68,000
Utilities - lift stations	150,000	29,000	121,000
Manhole Raising	75,000	15,000	60,000
Televising	20,000	4,000	16,000
<b>Sub-Total</b>	<b>\$ 1,640,500</b>	<b>\$ 728,000</b>	<b>\$ 912,500</b>
Other Revenue/Expense Items	\$ 2,632,600	\$ -	\$ 2,632,600
<b>Total Expense</b>	<b>\$ 4,273,100</b>	<b>\$ 728,000</b>	<b>\$ 3,545,100</b>
<b>Net Operating Income</b>	<b>\$ 1,177,400</b>	<b>\$ 715,000</b>	<b>\$ 462,400</b>
<b><u>Capital Sending Savings:</u></b>			
2015 Basin #1 Wet Weather Solution		\$2,888,000	
Other projects		\$157,000	
	\$ 7,883,000	\$ 3,045,000	\$ 4,838,000
2016	\$ 4,244,000	\$ -	\$ 4,244,000
2017	\$ 4,208,000	\$ -	\$ 4,208,000
2018 99th St Interceptor	\$ 3,040,000	\$ 972,000	\$ 2,068,000
2019	\$ 2,563,000	\$ -	\$ 2,563,000
<b>TOTAL SAVINGS</b>	<b>\$ 21,938,000</b>	<b>\$ 4,017,000</b>	<b>\$ 17,921,000</b>
<b>5 YEAR AVERAGE</b>	<b>\$ 4,388,000</b>	<b>\$ 803,000</b>	<b>\$ 3,584,000</b>

## Clay Township Regional Waste District Discounted Cash Flow Computations

Estimated loss of net income		\$ 715,000	per Year	
NPV of Discounted Cash Flows		<u>NPV Lost Income</u>	<u>NPV CIP Savings</u>	<u>NPV Gain / Loss</u>
<u>Rate</u>	<u>Term</u>			
3%	5	\$ 3,274,491	\$ 3,934,518	\$ 660,027
3%	10	6,099,095	3,934,518	\$ (2,164,577)
3%	15	8,535,624	3,934,518	\$ (4,601,106)
3%	20	10,637,395	3,934,518	\$ (6,702,877)
3%	25	12,450,401	3,934,518	\$ (8,515,883)
3%	30	14,014,316	3,934,518	\$ (10,079,798)

**CTRWD, HAMILTON COUNTY, INDIANA**  
**Proposed Valuation of Basin 1 Service Area**

**Basin 1 Comparative Market Value Valuation Technique**

Clay Township Regional Waste District

Survey of Indiana Utility Company Transactions

Transaction Date	Seller	Purchaser	Utility Type	Purchase Price	Gross # of Customers	Cost Per Customer
Nov. 2012	City of Westfield	Citizen's Energy Group	Water	\$ 30,000,000	11,713	\$ 2,561.26
Nov. 2012	City of Westfield	Citizen's Energy Group	Sewer	\$ 61,000,000	10,412	\$ 5,858.62
			Combined	\$ 91,000,000	22,125	\$ 4,112.99
Aug 2011	^ City of Indianapolis	Citizen's Energy Group	Water	\$ 952,000,000	327,489	\$ 2,906.97
				\$ 200,000,000 Non-assigned costs		\$ 675.12 Avg.
Aug 2011	City of Indianapolis	Citizen's Energy Group	Sewer	\$ 748,083,000	265,000	\$ 2,822.95 Est.
			Combined	\$ 1,900,083,000	592,489	\$ 3,206.95
Oct. 2013	Riverside Water Co.	Town of Sellersburg	Water	\$ 2,500,000	1,213	\$ 2,061.01
Dec. 2010	Gem Utilities	Town of Cumberland	Water	\$ 6,000,000	550	\$ 4,444.44
Dec. 2010	Gem Utilities	Town of Cumberland	Sewer		800	
Jan 2014	Town of Merom, IN	Indiana American Water	Water	\$ 390,000	125	\$ 3,120.00
April 2014	Yankeetown Water	Indiana American Water	Water	\$ 1,995,000	633	\$ 3,151.66
Feb. 2013	Mecca Water Works	Indiana American Water	Water	\$ 445,000	315	\$ 1,412.70
Dec. 2012	Town of Riley	Indiana American Water	Water	\$ 927,000	630	\$ 1,471.43
June 2012	Town of New Whiteland	Indiana American Water	Water	\$ 4,200,000	2,100	\$ 2,000.00
Oct. 2009	Waveland Water Utility	Indiana American Water	Water	\$ 680,000	213	\$ 3,192.49
Dec. 2007	Western Hancock Utilities	Aqua Indiana	Sewer	\$ 5,000,000	988 *	\$ 5,058.55 Est.
2014	Doe Creek	Atsbury	Sewer	\$ 850,000	400 **	\$ 2,125.00
Average Cost of Each Transaction - per User						\$ 2,952.00

^Press releases indicate total purchase price was \$1.9 billion  
detail only indicates \$1.7 billion (used in calcs)

\*Equivalent customers  
\*\* Equivalent Customers (365 actual)



## PERSONNEL & BENEFITS COMMITTEE

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Monday January 26, 2015 @ 7:30 A.M.  
10701 N. College Ave., Suite A, Indianapolis, IN 46280

### Memorandum

Meeting Cancelled

Date and Time for Next Meeting: February 23, 2015 @ 7:30 a.m.





## CAPITAL & CONSTRUCTION COMMITTEE

Monday, February 2, 2015 @ 4:30 P.M.  
Memorandum

Present: Committee Chair Joe Clark, Committee Members Marilyn Anderson and Amanda Foley, Legal Counsel Anne Hensley Poindexter, Utility Director Drew Williams, Engineering Manager Wes Merkle, and District Engineer Ryan Hartman. Also in attendance: Mark Sanders, Sanders Companies and Ty Rinehart, Drees Homes.

Mr. Clark called the meeting to order at 4:30 p.m. Agenda item #4 was discussed first as a courtesy to Mr. Sanders and Mr. Rinehart.

Sewer interest for the recently accepted territory north of County Road 300 South/146<sup>th</sup> Street – Mr. Merkle introduced Mr. Sanders and Mr. Rinehart who are interested in developing parcels in this new service area. Mr. Sanders and Mr. Rinehart noted that development cannot move forward without sewer service availability, and they have requested the District expedite extending sewers to this area. Mr. Merkle said it has typically been the developer's responsibility to extend sewers to their property; the developer receives credit towards interceptor fees and reimbursement for offsite costs as other properties connect to the same sewers. Staff has two main concerns: (1) for the District to instead extend sewers, interested developers should cover construction costs by paying interceptor fees up front, and (2) potential resistance of property owners to grant the needed easements. The District has engaged an engineering firm to determine potential sewer alignments and associated costs. It may be feasible to run sewers along County Road 1200 East rather than following a creek and cutting through existing properties, which could ease resistance from property owners. Staff will review information prepared by the engineering firm, reach out to property owners, and present its findings at the next Committee meeting. Mrs. Poindexter mentioned that the Budget & Finance Committee may want to consider charging different rates for this part of the service area.

Biosolids Treatment Improvements Project Change Order 3 – Mr. Merkle presented Change Order No. 3 which includes additional work items and credits negotiated with general contractor Thieneman Construction. The net change to the District is an additional cost of \$19,784.64, which is below the 5% contingency included in the Board-approved contract. Construction Bulletins 3, 7, 8, 11, 14 & 16 detail the changes and will be included in the Board Packet. The Committee will recommend the Board approve the Change Order No. 3. There will be one final Change Order presented next month that includes a credit for unused allowances.

Capital projects map & fact sheets – Mr. Merkle presented project fact sheets and a service area map showing the updated Master Plan. The fact sheets and map are intended to be a quick reference guide to often-discussed projects listed in the capital expense budget. Each project shown on the map has a four digit project number – the same project numbers are listed on the fact sheets. The first two digits of each project number indicate the anticipated



construction year. Project information will be updated periodically. Revision dates will be added to each sheet.

IDEM's Inspection Summary letter & District's Response letter – Mr. Williams highlighted the summary letter's mention of sanitary sewer overflows. The District's response notes that 4 of the 5 overflows were a result of contractor negligence. Mr. Williams spoke with IDEM today and was told that the response was received and appears to be acceptable. The Committee discussed the possibility of levying fines or at least tracking contractor-caused overflows for use in evaluating bids on future projects. Staff will review further and bring back recommendations to the Committee.

#### Capital Projects & Construction Update

The Biosolids Improvements project at the Michigan Road WWTP is nearing final completion as contractors take care of punch list and paperwork items. US 31 construction project is wrapping up and should be complete later this month. Jackson's Grant / Northeast Regional Lift Station construction should commence this week.

Fourteen out of fifteen new flow meters have been installed in Basin 1. A manufacturer's representative will be on site this week to train staff on the use of the related software and verify installation. The software allows staff to download, view and export data from the flow meters. Data will allow staff to hone in on I&I sources and assist the staff in projecting the impact of new development. Mr. Hartman noted an additional feature of these flow meters includes temperature monitoring. Since sewage typically has a constant temperature, any inflow/infiltration from a rain event would register a change in the temperature at the flow meter.

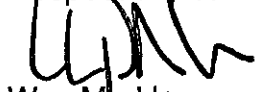
LS #1 VFD Replacements Project and Camera Truck will be advertised for bidding this week. Bids will be received and evaluated later this month and staff will present results and recommendations at the March Committee meeting.

Requests for proposals will be sent to engineering firms this week for design services on LS #2 Upgrades and 106<sup>th</sup> Street Parallel Force Main Projects. Staff will shortlist two to three firms to give presentations for each project at the March Committee meeting. Other Board members are invited to attend. Ms. Anderson recommended emailing reminders of this meeting to Board members later this month.

The meeting was adjourned at 5:33 p.m.

Date of the next C&C meeting: Monday March 2, 2015 at 4:30 p.m.

Respectfully submitted,



Wes Markle  
Engineering Manager



## Clay Township Regional Waste District

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### CHANGE ORDER No. 3

Date of Issuance: 1/30/2015

Project: WWTP Biosolids Treatment Improvements Project

Contractor: Thieneman Construction, Inc.

You are directed to make the following changes in the Contract Documents:

Adjust plant utility locations and quantities, shift tanks west, add valve to existing NPW line, eliminate NPW hydrant east of tanks; replace unsuitable soils below tank footings with granular fill; change scum pumping station wet well diameter and height, shift station north, delete epoxy coating for wet well; run drain line from scum pumping station wet well to MH-23 instead of the plant pumping station; change paving limits; extend sidewalk west of tanks, delete bollards, eliminate existing check valve, leave existing stone under pavement, leave existing pavement at plant pumping station, replace MCC bucket for plant pumping station, move PCP for actuator control wires to valve vault west of tanks. See attached CBs 3, 7, 8, 11, 14 & 16.

#### Change in Contract Price

Original Contract Amount:

\$2,098,000.00

#### Change in Contract Time

Original contract time:

Substantial Completion due: 10/16/2014

Final Completion due: 12/04/2014

Net change from previous Change Orders: (\$10,224.53) Net change from previous Change Orders: 12 days

Contract amount prior to this Change Order:

\$2,087,775.47

Contract time prior to this Change Order:

Substantial Completion: 10/28/2014

Final Completion: 12/16/2014

Net change from this Change Order:

\$19,784.64

Net change from this Change Order:

46 days

New contract amount:

\$2,107,560.11

New contract time:

Substantial Completion: 12/13/2014

Final Completion: 1/31/2015

Recommended:

Approved:

Approved:

Reviewed:

Wesley J. Merkle  
Engineering Manager  
CTRWD

Andrew Williams  
Utility Director  
CTRWD

(printed)

(printed)

(title)

Thieneman Construction, Inc.

(title)

Strand Associates, Inc.

From: Matt Green <matt.green@thienemanconstruction.com>  
Sent: Monday, February 02, 2015 4:47 PM  
To: Wes Merkle  
Cc: Ken Thieneman; Scott Koons; Lynette McNees  
Subject: FW: CB 3 (plant utility relocation)  
Attachments: CB 03 FINAL Revisions(2).pdf

Importance: High

Wes,

Per our phone conversation a few minutes ago, attached is the FINAL revised cost spreadsheet for CB 3.

With the agreed to amount of ADD \$ 4,000 for CB 14 Asphalt modifications and the attached amount of ADD \$ 21,457.03 for CB 3, this makes our TOTAL for project CO # 3 ADD \$ 19,784.64. I had 46 days, however, not 43. Can you please confirm?

For reference, this CO # 3 is inclusive of the following:

1. CB 3
2. CB 7
3. CB 8
4. CB 11
5. CB 14
6. CB 16

Per our phone conversation, we'll have one final pay app. to bill the contract out 100% and one final CO to adjust/zero out the Compaction testing allowance (#3) and the SCADA allowance (#5). We can get this to you this week for approval at next Mondays meeting on 2/9. Can you please confirm?

Please let me know if you have any questions or need additional information.

Thank you

Matt

Matt Green, P.E.  
Project Manager

Thieneman Construction, Inc.  
17241 Foundation Parkway  
Westfield, IN 46074  
Cell - (317) 401-6126  
Office - (317) 867-3462

From: Matt Green

Clay Township # 1318  
Outstanding CO (previous CB's submitted)

CB #	Original submitted amount	Date of CTRWD response comments	REVISED TCI amount	Additional days requested	FINAL AMOUNTS	
					REVISED TCI amount per 1/9 meeting	Additional days per 1/9 meeting
3	\$27,416.49	10/30/2014	\$ 22,800.00 ADD	10	<del>\$ 22,800 ADD</del>	10
7	\$2,501.60	10/28/2014	\$0.00	7	\$0	7
8	\$0.00	10/28/2014	\$ 3,600.00 DEDUCT	5	\$ 3,600 DEDUCT	5
11	-\$1,807.74	10/28/2014	\$ 2,072.39 DEDUCT	5	\$ 2,072.39 DEDUCT	0
14	\$6,609.45	10/28/2014	\$ 11,417.79 ADD	5	<del>\$ 6,609.45 ADD</del>	5
16 (new)	\$0.00	N/A	\$0.00	15	\$0	19
TOTAL =	\$34,719.80			TOTAL = 47 days	TOTAL = \$ 23,737.06	TOTAL = 46

TOTAL CO 3 ADD = \$28,545.40

TOTAL CO 3 ADD = \$23,737.06

*Revised - see email 2/2/15  
from Matt Green*



CB3  
Rec'd 10/20

October 17, 2014

ATTN: Mr. Wesley J. Merkle, PE  
Engineering Manager  
Clay Township Regional Waste District

RE: Michigan Road WWTP Biosolids Improvements  
Construction Bulletin #3  
Underground Site Piping Re-design

Mr. Merkle,

Per several previous discussions and correspondence on the project regarding the site UG piping and necessary changes and modifications due to existing, unforeseen conditions, Thieneman Construction, Inc. respectfully submits the attached pricing and information.

In summary, these changes include the following: additional 4" NPW piping installed, additional 2" gas line installed, additional 4" NPW valve (previously submitted and revised on 5/7/14), re-location of the new sludge holding tank structure due to existing electrical duct bank location, credit for less 2" plant water not installed, as well as a credit for eliminating the NPW line, hydrant, and valve on the East side of the sludge holding tanks.

Please note that the previously submitted revised cost proposal packet for the 4" NPW valve addition is included in its entirety with this information from May 7 2014. There is a line item at the bottom of the updated breakdown spreadsheet that shows that total amount of \$ 4,644.00

Based on the included quotations and supporting documentation, TCI respectfully submits an additional cost proposal associated with the requested changes as follows:

~~\$ 27,416.49~~ (Twenty seven thousand four hundred sixteen dollars and forty nine cents) - ADD

If you have any questions or concerns regarding this matter, please feel free to contact me at any time on my mobile (317) 401-6126.

Respectfully,

Matt Green, P.E.  
Project Manager  
Thieneman Construction, Inc.

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CB 7  
rec'd 6/10/2014

June 13, 2014

ATTN: Mr. Wesley J. Merkle, P.E.  
Engineering Manager  
Clay Township Regional Waste District

RE: Michigan Road WWTP  
Biosolids Treatment Improvements  
Over Excavation / Unsuitable Soils

Mr. Merkle,

Thieneman Construction, Inc. respectfully submits the attached excavation summary for the work associated with the over excavation preparation and fill material installation at the Clay Township WWTP.

Please see the attached documentation supporting the work that was associated with the work as detailed for the bid "cash allowances" item number 1 and 2. Furthermore, please note the additional work and quantity as incurred as directly associated with the described work.

As per our included agreement, Thieneman Construction, Inc. respectfully submits the following add in the amount of \$2,501.60 (two thousand five hundred one dollars and sixty cents). TCI has included the attached detailed cost summary sheet and vendor material quotes/invoices.

Total Add:

~~\$2,501.60~~

Additional Contract Days: Seven (7)\* (work days)

*Per revisions to attached specs. agreed on 6/19/14  
Revise to \$0. TCI to keep allowances bid  
for unsuitable soils*

( Calculation  $347.2 < 300 > = 47.2 \times 53 = \$2,501.60$  )

If you have any questions or concerns regarding this matter, please feel free to contact me at any time on my mobile phone (317) 714-9422.

Respectfully,

Josh Vondersaar  
Thieneman Construction

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**PRICING SHEET**

<b>PROJECT NAME</b> CTRWD - Michigan Road Biosolids Improvements		<b>ENGINEER:</b> Strand & Associates		<b>GENERAL CONTRACTOR</b> Thleneman Construction Inc.		<b>Proposed RFP No.</b> Construction Bulletin	
<b>OWNER</b> Clay Township Regional Waste District		<b>DESCRIPTION OF WORK</b> UG Site Piping Re-design REVISED 2-2-15		<b>PROJECT LOCATION</b> Indianapolis, Indiana		<b># 3</b>	
<b>ESTIMATED BY</b> MJG		<b>PRICED BY:</b> MJG	<b>EXTENDED BY</b> MJG	<b>CHECKED BY</b> KDT		<b>DATE:</b> 10/17/2014	

DESCRIPTION	QUAN	UNIT	LABOR UNITS	EQUIP TOTAL	MATERIAL UNITS	TOTAL	SUB	TOTAL
TCI Labor / Equipment								
*Please note labor costs listed below represent ACTUAL T&M labor rates								
Additional 2" gas line installed	88.0	LF	\$7.42	\$652.96				652.96
Additional full depth granular installed - 5' deep, 2' wide	58.6	TN			\$14.50	\$849.70		849.70
Additional 4" NPW line installed	212.0	LF	\$12.00	\$2,544.00				2,544.00
Additional full depth granular installed - 5' deep, 2' wide	141.3	TN			\$14.50	\$2,048.85		2,048.85
Additional 6" WAS installed		LF						
Additional full depth granular installed - 9' deep, 2' wide		TN						
Additional 8" WAS installed	30.0	LF	\$22.46	\$673.80				673.80
Additional full depth granular installed - 9' deep, 2' wide	6.0	TN			\$14.50	\$87.00		87.00
Management time required for re-engineering & investigation of existing utility conflicts								
- Construction Manager - Josh Vondersaar (Actual time spent - 68 hrs )	40.0	MH	\$134.50	\$5,380.00				5,380.00
- Project Manager - Matt Green		MH	\$106.37					
- Project Engineer - Drew Smedlev		MH	\$59.89					
TCI Material								
Clow - Invoice # 76805	1.0	LS			\$1,273.48	\$1,273.48		1,273.48
Clow - Invoice # 76876	1.0	LS			\$478.44	\$478.44		478.44
Clow - Invoice # 76896	1.0	LS			\$451.44	\$451.44		451.44
Clow - Invoice # 76668	1.0	LS			\$2,924.80	\$2,924.80		2,924.80
Utility Supply - Invoice # 1120861	1.0	LS			\$85.83	\$85.83		85.83
Utility Supply - Invoice # 1120850	1.0	LS			\$192.78	\$192.78		192.78
Utility Supply - Invoice # 1122019	1.0	LS			\$1,220.38	\$1,220.38		1,220.38
Utility Supply - Invoice # 1122880	1.0	LS			\$2,306.43	\$2,306.43		2,306.43
Utility Supply - Invoice # 1121826	1.0	LS			\$146.94	\$146.94		146.94
Independent Concrete Pipe - Invoice # 20165	1.0	LS			\$375.00	\$375.00		375.00
Independent Concrete Pipe - Invoice # 21773	1.0	LS			\$195.00	\$195.00		195.00
Independent Concrete Pipe - Invoice # 21996 (Partial)	1.0	LS						
Independent Concrete Pipe - Invoice # 22621	1.0	LS			\$168.00	\$168.00		168.00
Subcontractor								
Penhall Company - Invoice # 27996		LS						
Subtotal=			\$9,250.76	Subtotal=			\$12,804.07	\$22,054.83

Labor	Eq	Matl	OH	15.00%	\$3,308.22
Subcontractor	OH			5.00%	
Insurance				1.00%	\$253.63
Bond				0.75%	\$192.13

**TOTAL ADDS** **\$25,808.81**

**Deduction / Credit**

DESCRIPTION	QUAN	UNIT	LABOR EQUIP		MATERIAL		SUB	TOTAL
			UNITS	TOTAL	UNITS	TOTAL		
Credit for 2" PW not installed	-93.0	LF	\$24.54	-\$2,282.22				-\$2,282.22
Credit for granular not installed - 5' deep, 2' wide	-62.0	TN			\$14.50	-\$899.00		-\$899.00
Credit for eliminating 23' of 4" NPW line, 4" valve & yard hydrant on East side of SHT's	-1.0	LS	\$337.64	-\$337.64	\$2,694.05	-\$2,694.05		-\$3,031.69
Credit for 41' of PSS not installed	-41.0	LF	\$50.00	-\$2,050.00				-\$2,050.00
Credit for granular not installed	-21.0	TN			\$14.50	-\$304.50		-\$304.50
Subtotal=				(\$4,669.86)	Subtotal=			(\$8,567.41)

OH & Profit	5.00%	\$428.37
Insurance		
Bond		

**TOTAL DEDUCTS** **\$8,995.78**

**NET CHANGE** **\$16,813.03**  
Previously submitted 4" NPW Valve addition on 5/7/14 **\$4,644.00**

**CONTRACT PRICING PROPOSAL: \$21,457.03**

**ADDITIONAL CONTRACT DAYS REQUESTED: 10 \* See Below**

**Notes:**

- TCI may request additional days based on submittal review and actual procurement and delivery time. TCI reserves all rights as applicable.
- TCI is not liable for delays, additional costs or other items associated with this potential change
- TCI reserves all rights for items not included or mistakenly excluded from this proposal



## Clay Township Regional Waste District

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### CONSTRUCTION BULLETIN No. 8 (second revision)

Project: Michigan Road WWTP Biosolids Improvements  
Date: ~~6/23/14~~ 7/3/14-9/29/14  
From: Wes Merkle, CTRWD  
To: Matt Green, Scott Koons & Drew Smedley, TCI

You are requested to submit an itemized proposal breaking out labor, equipment and material for the modifications described herein.

**THIS IS NOT A CHANGE ORDER NOR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED.**

#### Description:

Scum Pumping Station (Sheet 10):

- Change the wet well inside diameter to 6' to accommodate hatch opening size
- Raise elevations C-F and L-N shown in the table on Sheet 10 by 1.50' due to existing grade at the station is higher than as shown in the plans. The top of the wet well and valve vault will be at elevation 892.25 and approximately 6" above finished grade.
- The location of the scum pumping station may be shifted north as shown in the attached drawing to avoid constructability issues with the berm.
- TCI shall verify location of existing piping to avoid conflicts with proposed scum pumping station location and piping.
- Delete the manhole coating requirement for the scum pumping station wet well per Sheet 10, general note 5 and Spec 02600-2.02-J

Contractor's Cost Proposal: \_\_\_\_\_ Time: \_\_\_\_\_

Proposal Submitted By:

Approval Recommended:

Approval Recommended:

Contractor

Engineer

Owner

Signature

Signature

Signature

Printed Name

Printed Name

Printed Name

Date

Date

Date





CRB  
Mcd 10/20/14

October 17, 2014

ATTN: Mr. Wesley J. Merkle, PE  
Engineering Manager  
Clay Township Regional Waste District

RE: Michigan Road WWTP Biosolids Improvements  
Construction Bulletin #8 (2<sup>nd</sup> Revision 9/29/14)  
Scum Pumping Station MH Changes

Mr. Merkle,

Per the attached construction bulletin #8, a proposal was requested to change the wet well inside diameter to 6' to accommodate the hatch opening size. It was also requested to raise elevations C-F and L-N shown in the table by 1.5' due to the existing grade being higher. The top of the wet well and valve vault shall be 892.25 and approximately 6" above grade. Furthermore, the location of the scum pumping station can be shifted north to avoid constructability issues with the berm. Lastly, the coating requirement listed in specification 02600-2.02-J was eliminated.

Based on the included quotations and supporting documentation, TCI respectfully submits these changes as a NO COST change to the project.

Thieneman Construction, Inc. (TCI) did not include the cost of the MH coating in the original lump sum bid, so the Clay Township RSD has already recognized those savings. In good faith efforts, TCI included a modified additional credit amount to offset the additional costs incurred to incorporate the changes requested within this construction bulletin # 8.

If you have any questions or concerns regarding this matter, please feel free to contact me at any time on my mobile (317) 401-6126.

Respectfully,

Matt Green, P.E.  
Project Manager  
Thieneman Construction, Inc.

Revised to 3,600 credit to delete epoxy  
coating in wet well. agreed on 1/9  
Add 5 days for wet well size changes

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**CONSTRUCTION BULLETIN No. 11**

Project: Michigan Road WWTP Biosolids Improvements  
Date: 8/21/14  
From: Wes Merkle, CTRWD  
To: Matt Green, Scott Koons & Drew Smedley, TCI

You are requested to submit an itemized proposal breaking out labor, equipment and material for the modifications described herein.

**THIS IS NOT A CHANGE ORDER NOR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED.**

**Description:**

The scum pumping station has been moved north and will be much closer to MH-23 as a result (CB 8). Please submit a cost proposal to reroute the 6” drain line from the scum pumping station wet well to MH-23 instead of the plant pumping station as shown in Sheets 9 & 10. Verify invert elevations for MH-23. Provide minimum slope to drain into MH-23 with an invert elevation at the scum pumping station wet well of 872.00 or less.

Contractor’s Cost Proposal: \_\_\_\_\_ Time: \_\_\_\_\_

Proposal Submitted By:                      Approval Recommended:                      Approval Recommended:

_____ Contractor	_____ Engineer	_____ Owner
_____ Signature	_____ Signature	_____ Signature
_____ Printed Name	_____ Printed Name	_____ Printed Name
_____ Date	_____ Date	_____ Date



CB 11  
rec'd 10/24/14

October 1, 2014

ATTN: Mr. Wesley J. Merkle, PE  
Engineering Manager  
Clay Township Regional Waste District

RE: Michigan Road WWTP Biosolids Improvements  
Construction Bulletin #11  
Re-Routing of 6" Drain Line

Mr. Merkle,

Per the attached construction bulletin # 11, a proposal was requested to reroute the 6" drain line from the scum pumping station wet well to MH-23 with a minimum slope to the drain into MH-23 with an invert elevation at the scum pumping station wet well of 872.00 or less.

Please reference the attached marked up contract drawings showing the original layout and location compared to the revised layout and locations included with previous construction bulletin # 8.

Based on the included supporting documentation, TCI respectfully submits a credit proposal associated with the requested material in the amount of:

~~\$ 1,807.74~~ (One Thousand Eight Hundred Seven dollars and seventy four cents) - CREDIT

If you have any questions or concerns regarding this matter, please feel free to contact me at any time on my mobile (317) 401-6126.

Respectfully,

Matt Green, P.E.  
Project Manager  
Thieneman Construction, Inc.

Revised to 2,072.39 credit 11/9/15

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**CONSTRUCTION BULLETIN No. 14**

Project: Michigan Road WWTP Biosolids Improvements  
Date: 9/12/14 10/28/14  
From: Wes Merkle, CTRWD  
To: Matt Green, TCI

You are requested to submit an itemized proposal breaking out labor, equipment and material for the modifications described herein.

THIS IS NOT A CHANGE ORDER NOR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED.

Description:

Revise limits of full depth paving as shown in the attached drawing.

Contractor’s Cost Proposal: \_\_\_\_\_ Time: \_\_\_\_\_

Proposal Submitted By:      Approval Recommended:      Approval Recommended:

_____ Contractor	_____ Engineer	_____ Owner
_____ Signature	_____ Signature	_____ Signature
_____ Printed Name	_____ Printed Name	_____ Printed Name
_____ Date	_____ Date	_____ Date



CB14  
rec'd 10/20/14

October 20, 2014

ATTN: Mr. Wesley J. Merkle, PE  
Engineering Manager  
Clay Township Regional Waste District

RE: Michigan Road WWTP Biosolids Improvements  
Construction Bulletin #14  
Asphalt Changes

Mr. Merkle,

Per the attached construction bulletin #14, a proposal was requested to revise the limits of the full depth paving and raise the service drive near Structure 60 to correct the drainage issue.

Per Article 11.03 Section D Note 1 of the Standard General Conditions, Thieneman Construction, Inc. (TCI) reserves our rights to a claim in the contract unit price allowance due to a significant difference in the overall scope change requested with Construction Bulletin # 14.

Both the quantity and type of work involved with these changes differs significantly from that of what was shown on the original contract drawing sheet 8. The quantity requested on the original drawing and specifications was long, uninterrupted areas that facilitate high production rate by the subcontractor and minimal work and preparation by TCI. The quantity of asphalt paving requested on the revised drawing is less, however, the areas are broke down into several, smaller sections which increased TCI's work and preparation. The revised areas also drastically reduce the production rate and make placement methods more difficult for the asphalt subcontractor.

Based on the included quotations and supporting documentation, TCI respectfully submits an additional cost proposal associated with the request in the amount of:

**\$ 6,609.45 (Six thousand six hundred and nine dollars and forty five cents) – ADD**

Attached to this letter is the cost breakdown spreadsheet which includes all work required for the revised limits included with construction bulletin # 14, as well as deductive credit for the bid amounts. Quotes for the original and revised asphalt and saw cutting subcontractor work, as well as copies of TCI's bid documents are also included for reference.

If you have any questions or concerns regarding this matter, please feel free to contact me at any time on my mobile (317) 401-6126.

Respectfully,

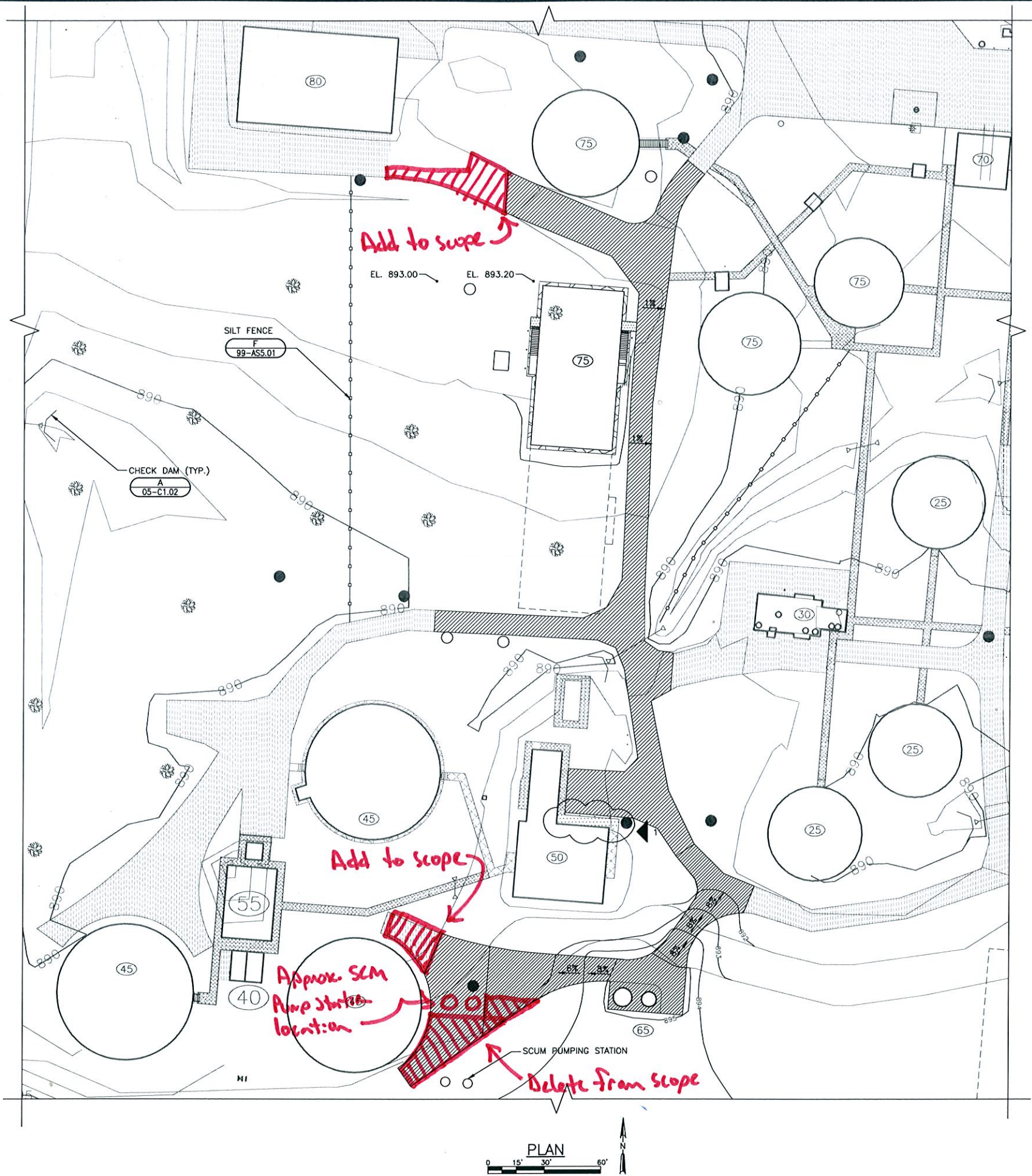
Matt Green, P.E.  
Project Manager  
Thieneman Construction, Inc.

*Revised to include 4000' } ADD - permit done only  
+ 5 DAYS should have been done  
w/ yard piping.*

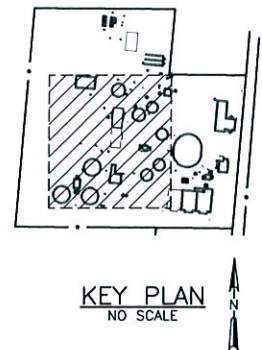
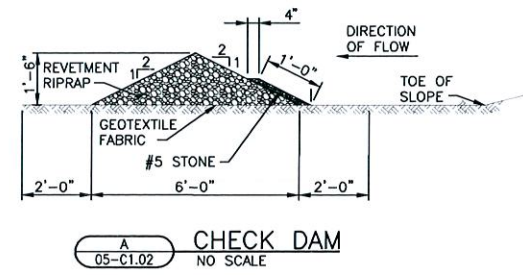
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STRUCTURE NO.	DESCRIPTION
5	Site and Sludge Drying Beds
10	Pretreatment Building
15	Influent Flow Splitter Structure
20	Orbal Oxidation Ditch
25	Orbal System Secondary Clarifiers
30	Orbal System RAS Structure
35	Vertical Loop Reactors
36	VLR Control Building
40	VLR Mixed Liquor Splitter Structure
45	VLR Secondary Clarifiers
50	VLR Blower Building
55	VLR RAS Building
60	Disinfection and Post Aeration Structure
65	Plant Drain Pumping Station
70	Chemical Storage Building
75	Sludge Holding Tanks
80	Biosolids Building
90	Administration Building



DATE:		REVISIONS	
1	ISSUED FOR BIDDING	1	ISSUED FOR BIDDING
2	ADDENDUM NO. 1	2	ADDENDUM NO. 1
3	ISSUED FOR CONSTRUCTION	3	ISSUED FOR CONSTRUCTION

**SITE GRADING AND EROSION CONTROL PLAN**  
**MICHIGAN ROAD WWTP BIOSOLIDS TREATMENT IMPROVEMENTS**  
**CLAY TOWNSHIP REGIONAL WASTE DISTRICT**  
**BOONE COUNTY, INDIANA**

<b>JOB NO.</b> 4261-025	
<b>PROJECT MGR.</b> MATTHEW SMITH	
<b>SHEET</b> <b>8</b> <b>05-C1.02</b>	



## Clay Township Regional Waste District

www.ctrwd.org Phone (317) 844-9200 Fax (317) 844-9203

### CONSTRUCTION BULLETIN No. 16

Project: Michigan Road WWTP Biosolids Improvements  
Date: 12/19/14  
From: Wes Merkle, CTRWD  
To: Matt Green, TCI

You are requested to submit an itemized proposal breaking out labor, equipment and material for the modifications described herein.

**THIS IS NOT A CHANGE ORDER NOR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED.**

#### Description:

Extend sidewalk from 8x10 valve vault and stair north to paved drive  
Delete bollards east of SHTs  
Replace check valve in existing valve vault near SHT 2 with spool piece  
Leave in place compacted aggregate base under existing pavement  
Leave in place existing pavement at plant pump station  
Replace MCC bucket for plant pump station  
Locate control panel for actuator control wiring to west of SHTs instead of inside the Biosolids building

Contractor's Cost Proposal: \_\_\_\_\_ Time: \_\_\_\_\_

Proposal Submitted By:

Approval Recommended:

Approval Recommended:

\_\_\_\_\_  
Contractor

\_\_\_\_\_  
Engineer

\_\_\_\_\_  
Owner

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

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Printed Name

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Printed Name

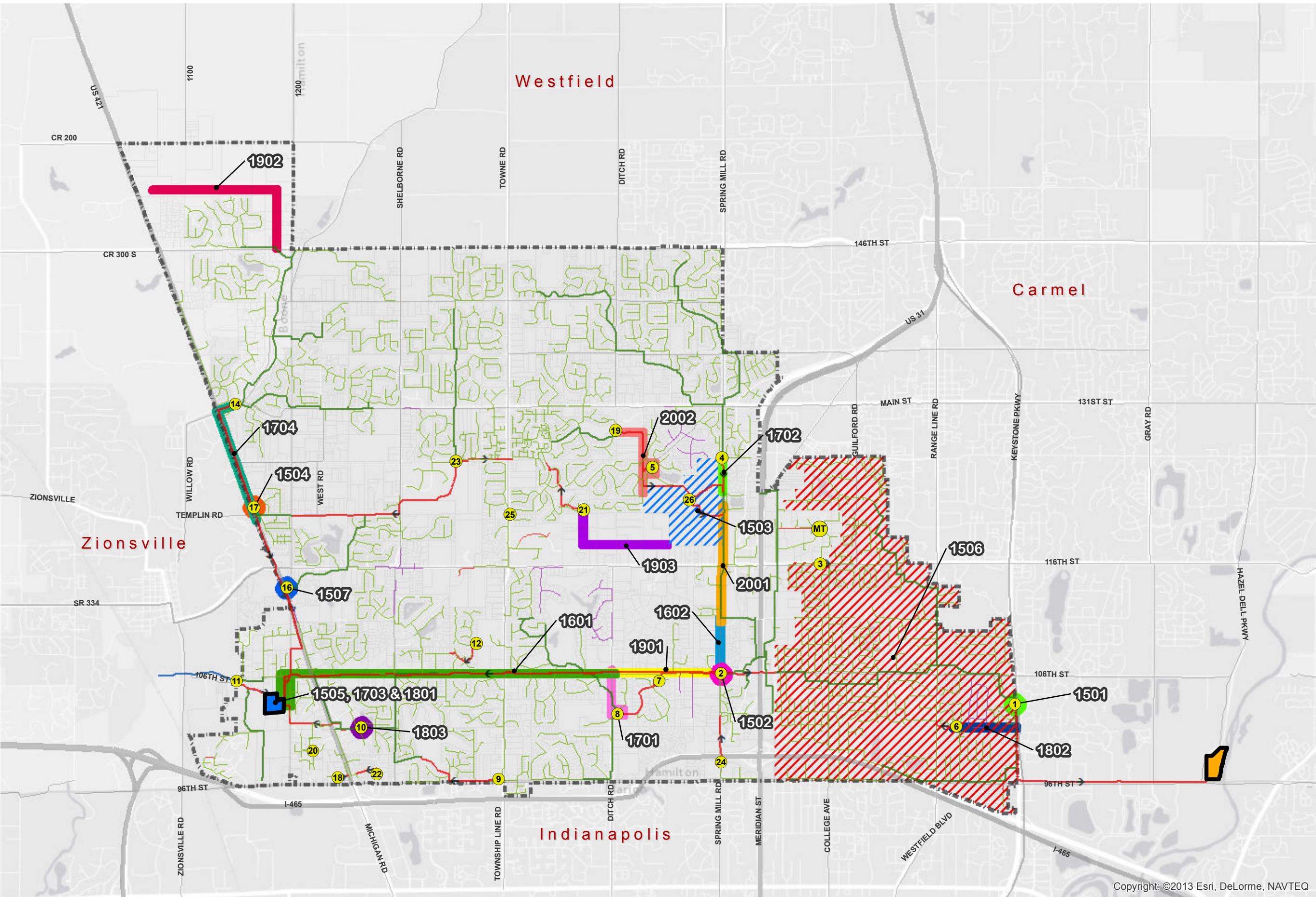
\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



# 2015 CTRWD Master Plan



### Service Area Map

**Treatment Plants**

- CTRWD WWTP
- Carmel WWTP

**CTRWD Sewers**

- Force Main
- Private Force Main
- Low Pressure Force Main
- Abandoned Force Main
- Sewer Main
- Interceptor
- Outfall

**Service Area**

- CTRWD

**Master Plan Projects**

**Boundary Name, Note 1**

- 1501, Lift Station 1 VFD Replacements
- 1502, Lift Station 2 Pump Replacements
- 1503, Northeast Regional Lift Station
- 1504, Lift Station 17 Odor Control
- 1505, Michigan Road WWTP
- 1506, Basin 1 Wet Weather Solution
- 1507, Lift Station 16 Reconstruction
- 1601, Lift Station 2 Parallel Forcemain
- 1602, Springmill Parallel Interceptor
- 1701, Lift Station 8 Replacement
- 1702, Lift Station 4 Elimination
- 1703, Michigan Road WWTP
- 1704, Lift Station 14 Parallel Forcemain
- 1801, Michigan Road WWTP
- 1802, 99th Street Interceptor
- 1803, Lift Station 10 Pump & Control Upgrades
- 1901, Lift Station 2 Parallel Forcemain
- 1902, Little Eagle Creek Interceptor Extension
- 1903, Lift Station 21 Elimination
- 2001, Northeast Regional LS Parallel Forcemain
- 2002, Lift Stations 5 & 19 Elimination

**Date: 2/2/2015**



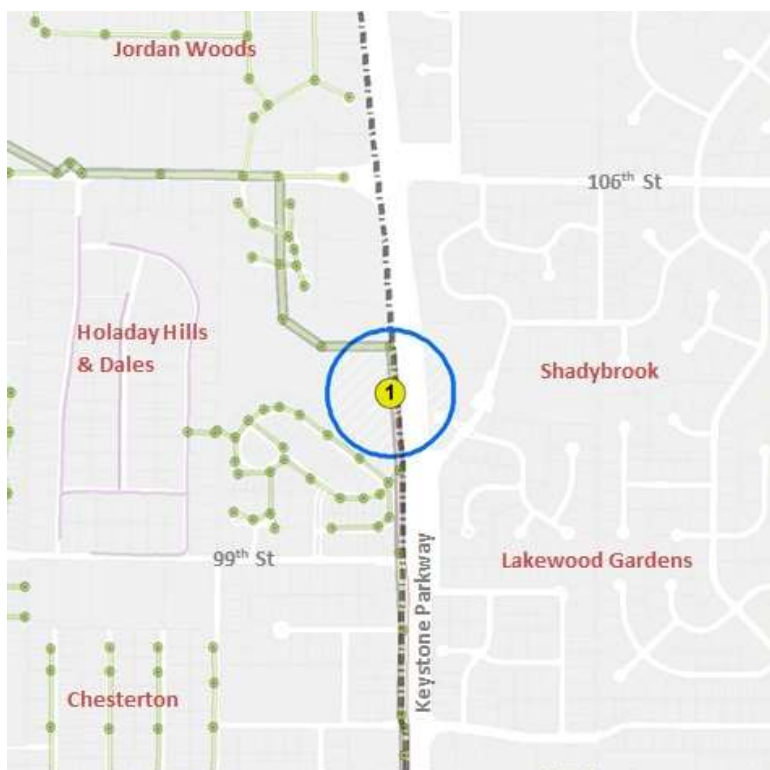
# Clay Township Regional Waste District Capital Project Fact Sheet



## Lift Station 1 VFD Replacements

Project No.1501

Bid



### Project Highlights

- The existing VFDs allow the large pumps at Lift Station 1 to run at reduced speeds, which levels out flow rates, reduces power consumption, and prolongs pump life
- The cooling system on the existing VFDs has become unreliable and parts to make needed repairs are no longer available
- New VFDs are sized to fit into the existing electrical building and include new bypass starters

### Project Description

This project includes replacement of the large VFDs and bypass starters for Pumps 2 & 3 (335 hp).

### Project Status

Engineering design is complete and bids will be received for construction at the end of February. The estimated cost was revised to reflect current pricing from the equipment manufacturer.

### Project Schedule

February 2015: Public Bid  
March 2015: Board approval and Notice to Proceed with construction  
July 2015: Construction complete

Priority: High  
Estimated cost: \$250,000  
Funding Source: Reserve for Replacement  
Last Updated: 2 /2 /2015

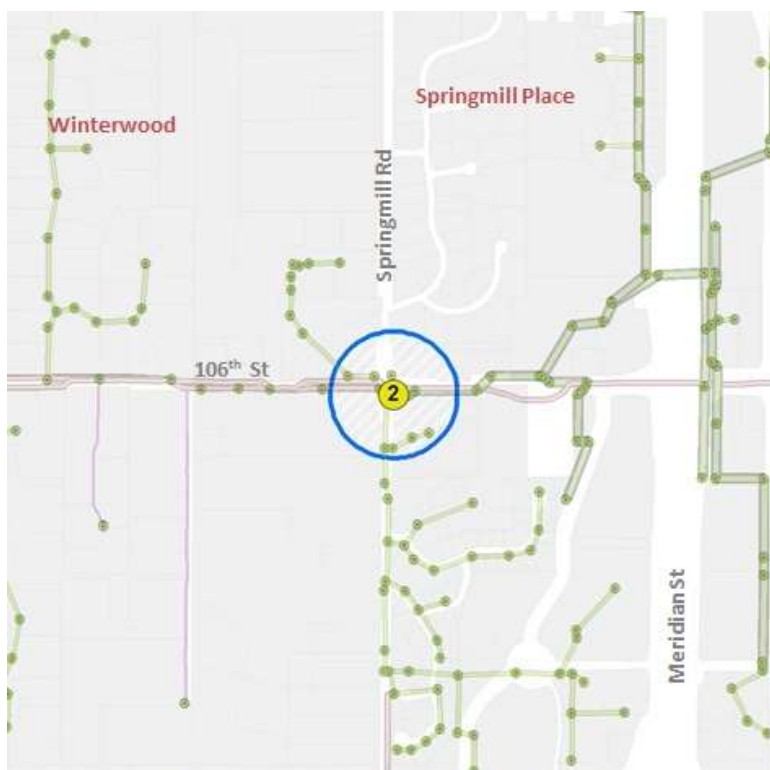
# Clay Township Regional Waste District Capital Project Fact Sheet



## Lift Station 2 Pump Replacements & Standby Power Upgrades

Project No.1502

Design



### Project Highlights

- Replace all five pumps at Lift Station 2
- Upsize pumps 4 & 5 to send all current and future wet weather flows west
- Upgrade standby power to provide redundancy for the new pumping capacities
- Part of a multiple-phase plan to eliminate the need to send wet weather flows into Basin 1 and increase capacities at Lift Stations 2 & 8

### Project Description

This project includes replacing all five pumps at Lift Station 2 to provide long-term wet weather pumping capacity per the District's Master Plan. It also includes upgrades to electric systems, controls, and standby power to provide needed redundancy.

### Project Status

The RFP consultant selection process is underway.

### Project Schedule

February-March 2015: Select design consultant

March-July 2015: Engineering design & permitting

July-August 2015: Public bidding

September 2015-January 2016: Construction

Priority: High

Estimated cost: \$2,200,000

Funding Source: Reserve for Replacement

Last Updated: 2 / 2 / 2015

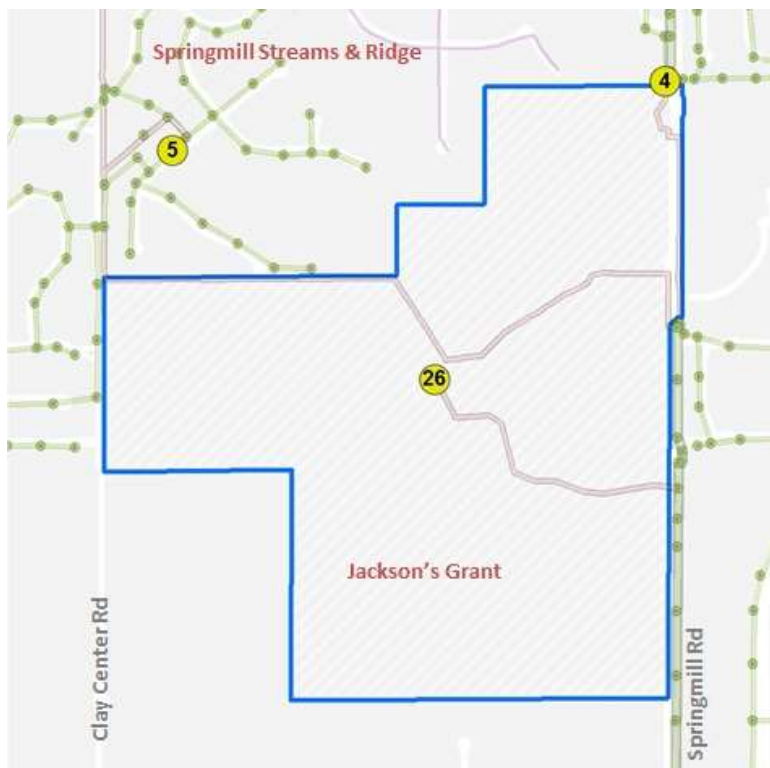
# Clay Township Regional Waste District Capital Project Fact Sheet



## Northeast Regional Lift Station / Jackson's Grant

Project No.1503

Construction



### Project Highlights

- Jackson's Grant developer is oversizing the new lift station and gravity sewers
- Allows for the future elimination of four nearby lift stations, one of which was previously scheduled for replacement
- Sewer service can be extended to presently unsewered areas in this corridor

### Project Description

This project involves construction of a new regional lift station that will provide service to a new development in a large unsewered area north of 116th Street and west of Springmill Road. It will eventually receive all flows north of 116th Street and east of Towne Road.

### Project Status

This project is under construction.

### Project Schedule

Construction is expected to be substantially complete in August 2015.

Priority: High  
Estimated cost: \$950,000  
Funding Source: Interceptor Fund  
Last Updated: 2 / 2 / 2015

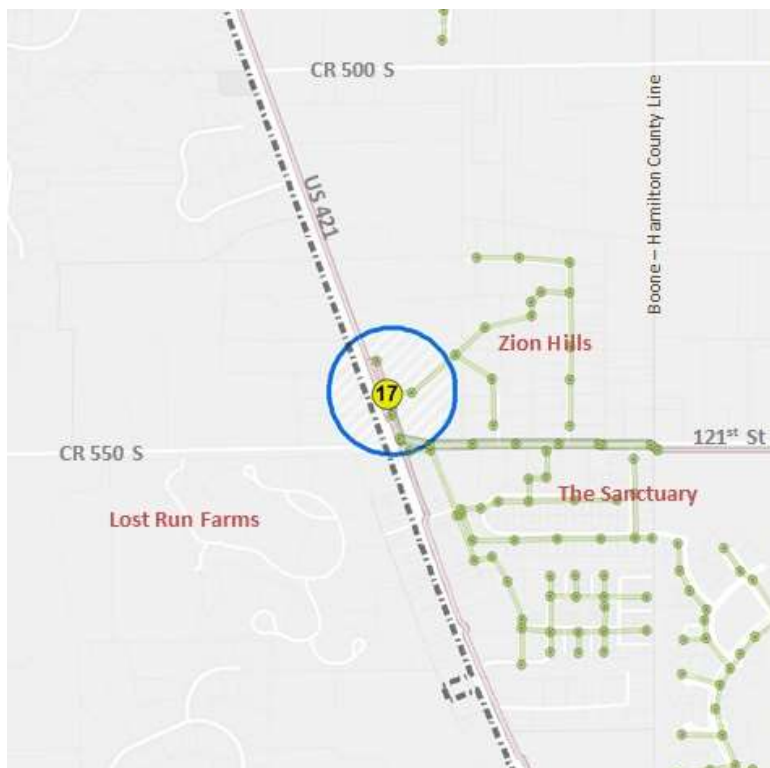
# Clay Township Regional Waste District Capital Project Fact Sheet



## Lift Station 17 Odor Control

Project No.1504

Study



### Project Highlights

- Eliminate foul odors at the lift station
- Eliminate deterioration of equipment exposed to high hydrogen sulfide levels

### Project Description

This project includes installation of odor control equipment at Lift Station 17.

### Project Status

Hydrogen sulfide monitoring is underway and staff is working to determine its source. That information will be used to solicit proposals from odor control equipment manufacturers. A vent stack filter has been ordered and will be installed upon delivery to temporarily address the odor concerns while the permanent solution is designed and installed.

### Project Schedule

A filter device expected to provide short-term relief will be installed in the coming weeks. Staff will solicit proposals in April 2015 and order equipment, with delivery and installation of permanent odor control equipment by summer.

Priority: Medium  
Estimated cost: \$150,000  
Funding Source: Operating Fund  
Last Updated: 2 /3 /2015

# Clay Township Regional Waste District Capital Project Fact Sheet



## Michigan Road WWTP Headworks Odor Control Upgrades

Project No.1505

Study



### Project Highlights

- Eliminate the occasional foul odor at the WWTP Headworks building

### Project Description

This project includes the installation of new odor elimination equipment and/or the modification of existing equipment to eliminate the occasional odors coming from the WWTP Headworks building.

### Project Status

Staff is reviewing past odor control studies and projects performed at the Headworks.

### Project Schedule

A solution and procurement method will be determined and the design and construction will proceed. This project will be under construction in 2015.

Priority: High  
Estimated cost: \$250,000  
Funding Source: Operating Fund  
Last Updated: 2 /3 /2015



# Clay Township Regional Waste District Capital Project Fact Sheet



## Basin 1 Wet Weather Solution

Project No.1506

Study



### Project Highlights

- Identify significant I&I sources in Basin 1 via flow metering, testing and inspections
- Repair or rehabilitate infrastructure as issues are identified
- Significantly reduce wet weather flows into Lift Station 1
- The objective of eliminating I&I peaks is to reduce or eliminate capacity upgrades at Lift Station 1 or Carmel's WWTP

### Project Description

This project's scope for construction is presently undetermined. Collection system work will include manhole raising, manhole lining, casting replacement, sewer repair, and sewer lining.

### Project Status

Fifteen new flow meters have been purchased and installed alongside existing flow meters to monitor strategic locations throughout Basin 1. The flow meters will remain in place until enough data is collected during heavy rain events to allow staff to identify I&I sources for removal. Manhole inspections, sewer televising, I&I inspections and smoke testing will be conducted concurrently.

### Project Schedule

As I&I sources are identified, projects will be executed to eliminate the I&I and reduce wet weather flows and some daily base flow.

Priority: High  
Estimated cost: \$2,900,000  
Funding Source: Operating Fund  
Last Updated: 2 /3 /2015

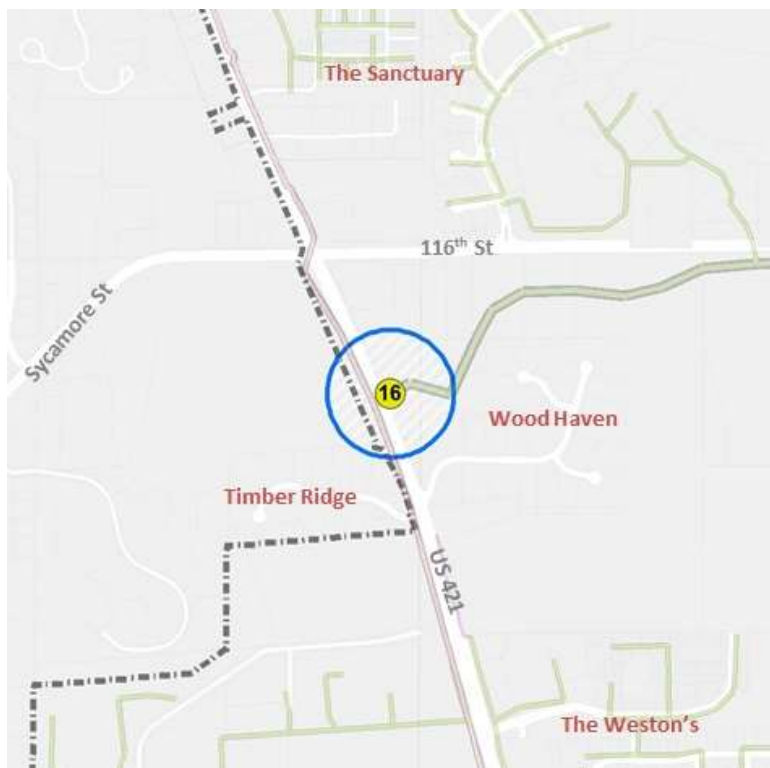
# Clay Township Regional Waste District Capital Project Fact Sheet



## Lift Station 16 Reconstruction

Project No.1507

Programming



### Project Highlights

- Upsizing Lift Station 16 for build-out flows

### Project Description

This project includes reconstructing the lift station on the west side of Michigan Road. It will be sized to handle build out flows, including flows from the proposed large development at 116th and Michigan Road.

### Project Status

Staff is waiting for the developer to move ahead with their development plans before proceeding with lift station design.

### Project Schedule

Design is anticipated later in 2015.  
Construction is anticipated in 2016.

Priority: Medium  
Estimated cost: \$500,000  
Funding Source: Operating Fund  
Last Updated: 2 /3 /2015

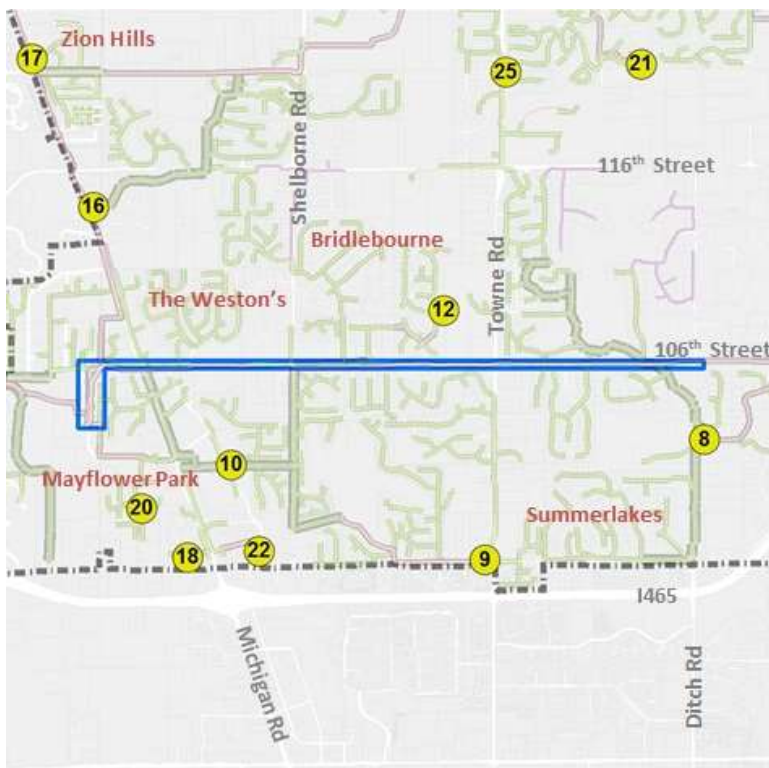
# Clay Township Regional Waste District Capital Project Fact Sheet



## 106th Street Parallel Force main

Project No.1601

Design



### Project Highlights

- A third parallel force main will provide additional capacity at Lift Station 2
- One of the existing 12" force mains will be re-purposed to allow Lift Station 8 to pump directly to the Michigan Road WWTP
- This project is part of a multiple-phase plan to eliminate the need to send wet weather flows into Basin 1 and increase capacities at Lift Stations 2 & 8

### Project Description

This project includes adding a large parallel force main to boost pumping capacity from Lift Station 2 to the Michigan Road WWTP. One of the existing force mains will be re-purposed in a future project involving capacity upgrades at Lift Station 8.

### Project Status

The RFP consultant selection process is underway.

### Project Schedule

February 2015: Select design consultant  
March-June 2015: Engineering design  
July-September 2015: Permitting & easement acquisition  
October 2015: Public bidding  
November 2015-November 2016: Construction

Priority: High  
Estimated cost: \$2,700,000  
Funding Source: Interceptor Fund  
Last Updated: 2 /3 /2015



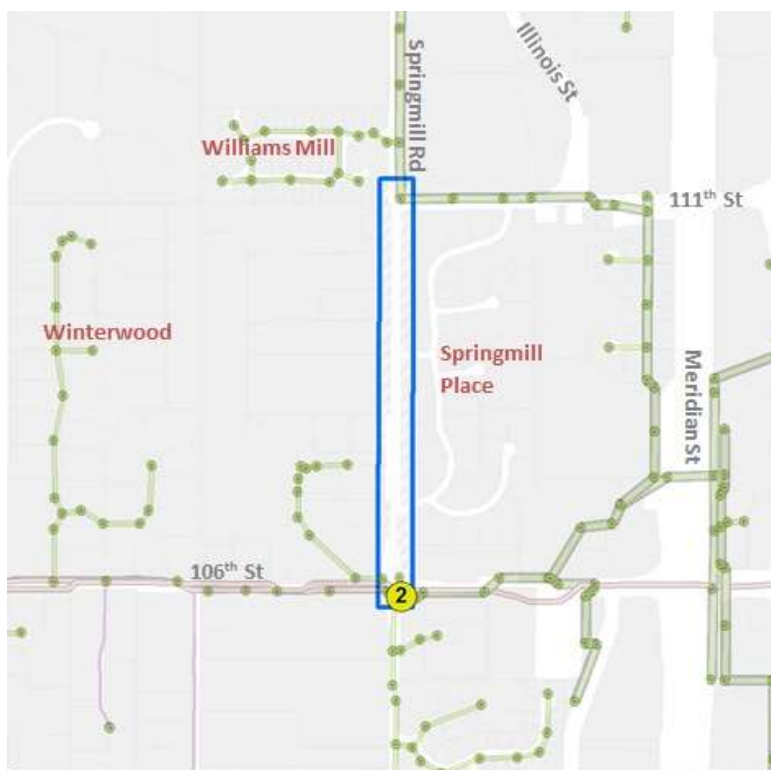
# Clay Township Regional Waste District Capital Project Fact Sheet



## Springmill Parallel Interceptor

Project No.1602

Programming



### Project Highlights

- Increases capacity in the existing Springmill Interceptor north of 111th Street
- Sewer service can be extended to presently unsewered areas in this corridor

### Project Description

This project includes construction of a parallel interceptor from Lift Station 2, running along Springmill Road between 106th and 111th Streets.

### Project Status

The south end of the Springmill Interceptor was reconstructed in 2014 for the Illinois/106th Street roundabout, including construction of a new splitter structure at Lift Station 2 that will greatly improve hydraulic performance. Staff will monitor performance of the interceptor during significant wet weather before proceeding with design of this project.

### Project Schedule

Design is anticipated in late 2015.  
Construction is anticipated in 2016.

Priority: Medium  
Estimated cost: \$1,100,000  
Funding Source: Interceptor Fund  
Last Updated: 2 /3 /2015

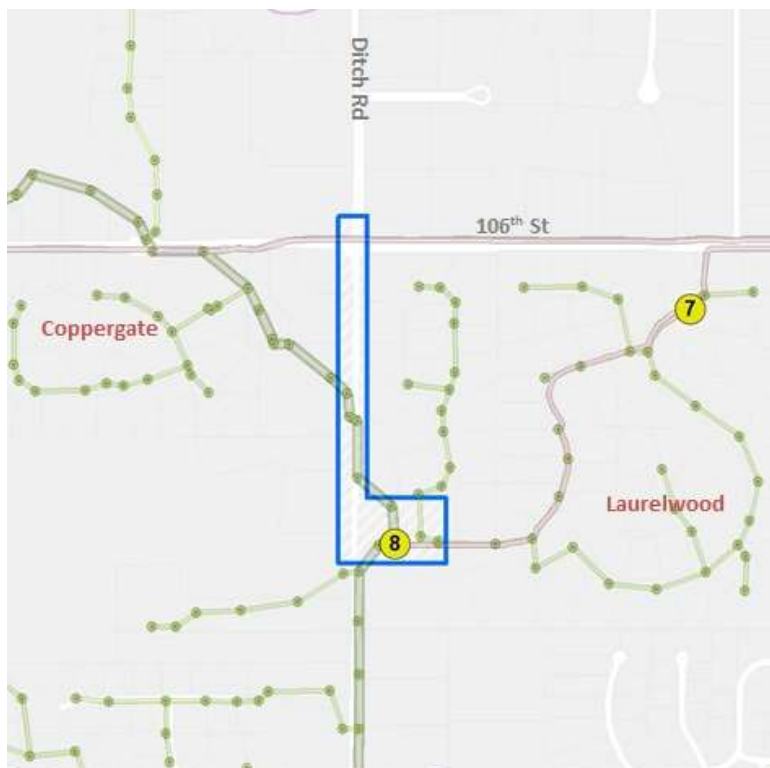
# Clay Township Regional Waste District Capital Project Fact Sheet



## Lift Station 8 Replacement & Force main Extension

Project No.1701

Programming



### Project Highlights

- Significantly increases pumping capacity at Lift Station 8, eliminating the risk of overflows during extreme wet weather
- The new force main will connect to one of the existing 12" force mains along 106th Street, allowing Lift Station 8 to pump directly to the Michigan Road WWTP, instead of pumping east to Lift Station 2 only to be pumped back west to the WWTP
- Part of a multiple-phase plan to eliminate the need to send wet weather flows into Basin 1 and increase capacities at Lift Stations 2 & 8

### Project Description

This project includes upsizing pumps at Lift Station 8 and constructing a new force main north to tie into the new force main manifold near 106th Street and Ditch Road.

### Project Status

On hold until the new parallel force main along 106th Street from Ditch Road to the Michigan Road WWTP is under construction.

### Project Schedule

Design may begin in late 2016. Construction is anticipated in 2017.

Priority: High  
Estimated cost: \$1,200,000  
Funding Source: Interceptor Fund  
Last Updated: 2 /2 /2015

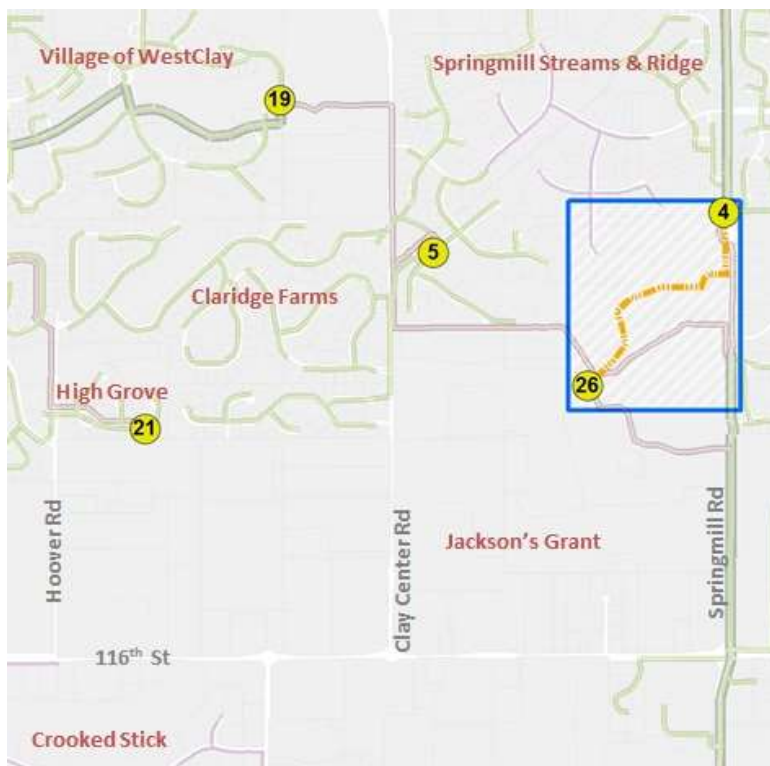
# Clay Township Regional Waste District Capital Project Fact Sheet



## Lift Station 4 Elimination

Project No.1702

Programming



### Project Highlights

- Eliminates Lift Station 4. All flows will be gravity fed to the new Northeast Regional (Jackson's Grant) Lift Station
- Eliminates the need to replace this lift station to expand its pumping capacity

### Project Description

This project includes extension of the new interceptor from Jackson's Grant to the existing lift station. The lift station will be removed as it will no longer be needed.

### Project Status

This project will proceed once the northeast phases of Jackson's Grant are developed and sewers are installed.

### Project Schedule

Construction is anticipated in 2017

Priority: High  
Estimated cost: \$400,000  
Funding Source: Interceptor Fund  
Last Updated: 2 /2 /2015

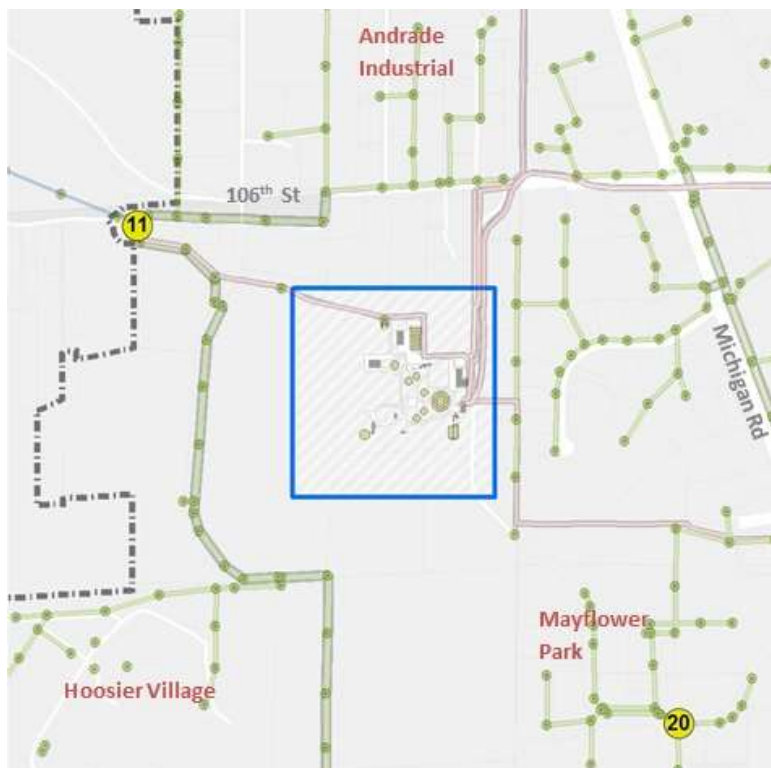
# Clay Township Regional Waste District Capital Project Fact Sheet



## Michigan Road WWTP Post-Treatment Improvements

Project No.1703

Programming



### Project Highlights

- Expands plant capacity to build out for UV disinfection, post aeration, and outfall to Eagle Creek

### Project Description

This project includes the addition of a third UV disinfection channel, an expanded post-aeration structure, and outfall to Cemetery Creek for flows in excess of pipe capacity to Eagle Creek.

### Project Status

Currently on hold until capacity is needed at the Michigan Road WWTP.

### Project Schedule

Construction is anticipated in 2017

Priority: Medium

Estimated cost: \$400,000

Funding Source: Plant Expansion Fund

Last Updated: 2 / 2 / 2015

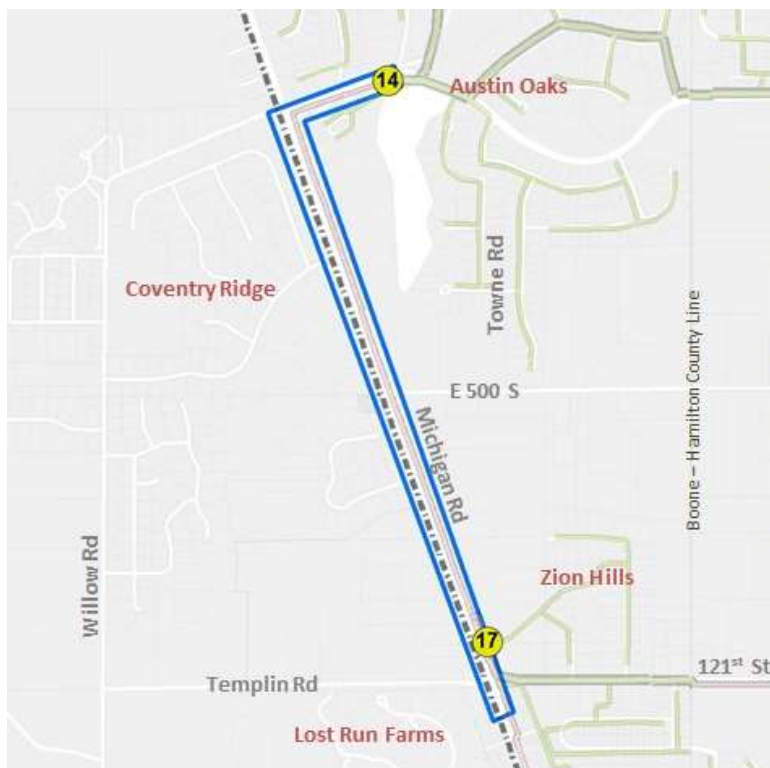
# Clay Township Regional Waste District Capital Project Fact Sheet



## Lift Station 14 Parallel Force main

Project No.1704

Programming



### Project Highlights

- Expands capacity of Lift Station 14 to build out
- This lift station serves a fast-growing part of the service area

### Project Description

This project includes construction of a new parallel force main from Lift Station 14 to Lift Station 17.

### Project Status

Currently on hold until capacity is needed (anticipated in 2017)

### Project Schedule

Construction is anticipated in 2017

Priority: High

Estimated cost: \$1,500,000

Funding Source: Interceptor Fund

Last Updated: 2 /2 /2015

# Clay Township Regional Waste District Capital Project Fact Sheet



## Michigan Road WWTP Clarifier 7 & UV Equipment

Project No.1801

Programming



### Project Highlights

- Expanded plant capacity

### Project Description

This project includes construction of a new clarifier at the Michigan Road WWTP as well as UV disinfection equipment in the expanded post-treatment facility.

### Project Status

On hold until capacity is needed.

### Project Schedule

Construction is anticipated in 2018

Priority: Low

Estimated cost: \$1,500,000

Funding Source: Plant Expansion Fund

Last Updated: 2 /2 /2015



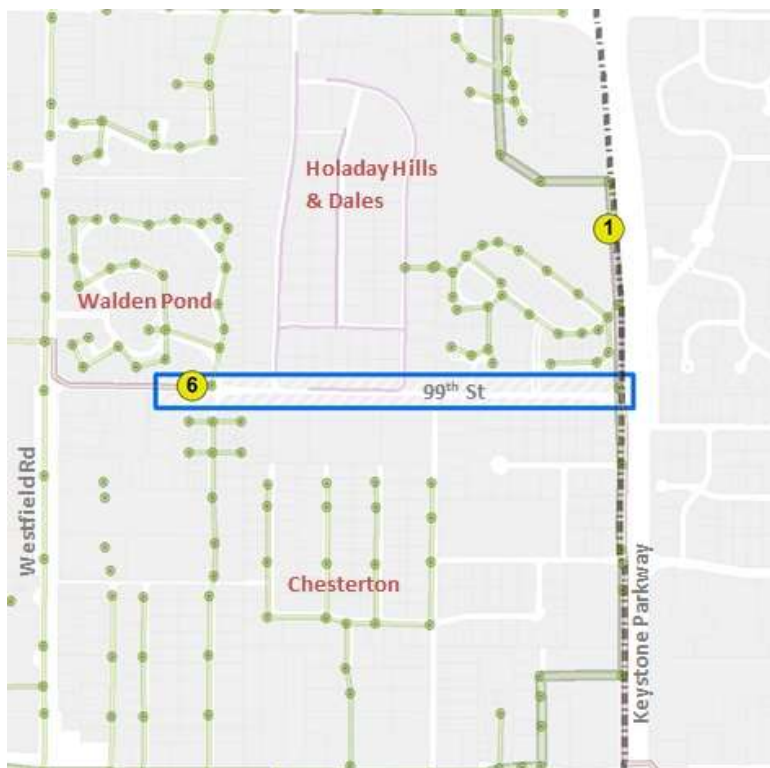
# Clay Township Regional Waste District Capital Project Fact Sheet



## 99th Street Interceptor & Lift Station 6 Elimination

Project No.1802

Programming



### Project Highlights

- Sewer service will be extended to presently unsewered areas in this corridor.
- Lift Station 6 will be eliminated

### Project Description

This project includes installation of gravity sewer from the Basin 1 Southern Interceptor near 99th and Keystone Avenue, west to Walden's Pond and the elimination of Lift Station 6.

### Project Status

On hold until sewer service is extended to unsewered and undeveloped areas along 99th Street.

### Project Schedule

Construction is anticipated in 2018

Priority: Low

Estimated cost: \$1,000,000

Funding Source: Interceptor Fund

Last Updated: 2 /3 /2015

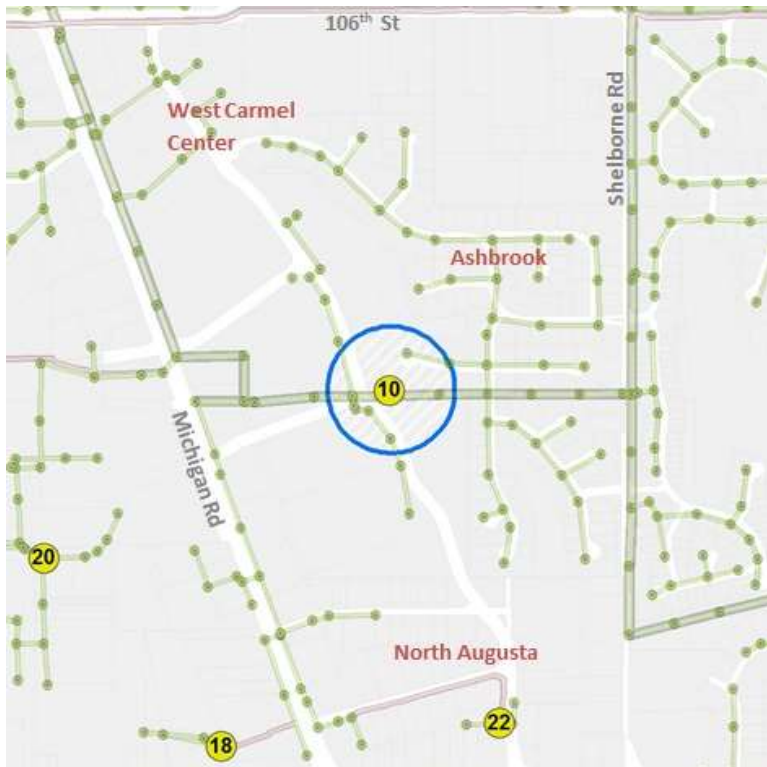
# Clay Township Regional Waste District Capital Project Fact Sheet



## Lift Station 10 Pump and Control Upgrades

Project No.1803

Programming



### Project Highlights

- Upgrade pumps to provide sufficient wet weather pumping capacity

### Project Description

This project includes upsizing existing pumps or adding additional pumps, as well as controls and electrical upgrades at Lift Station 10.

### Project Status

On hold.

### Project Schedule

Construction is anticipated in 2018

Priority: Medium

Estimated cost: \$300,000

Funding Source: Reserve for Replacement

Last Updated: 2 /2 /2015



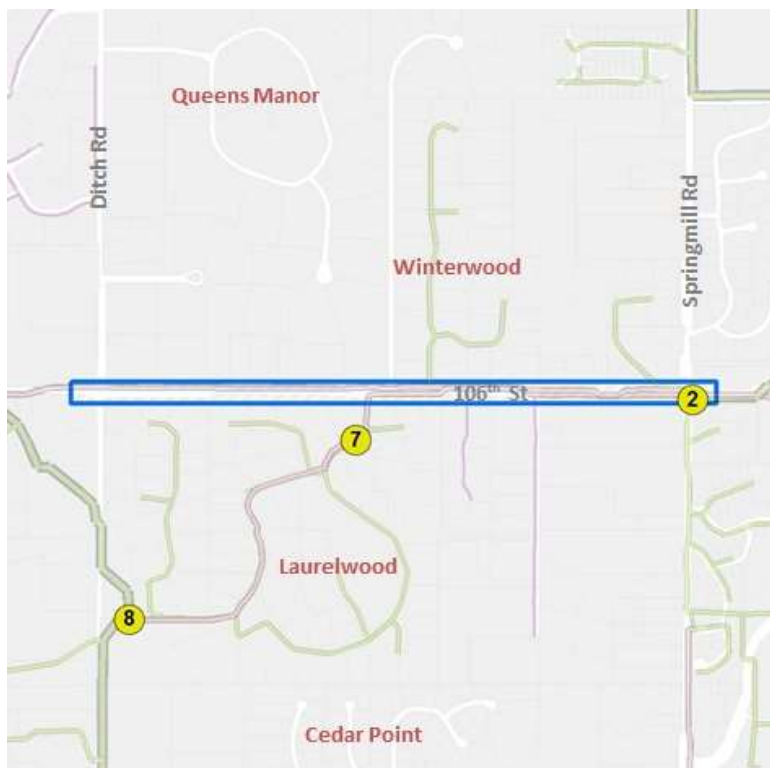
# Clay Township Regional Waste District Capital Project Fact Sheet



## Lift Station 2 Parallel Force main (final phase)

Project No.1901

Programming



### Project Highlights

- A third parallel force main will provide build out capacity at Lift Station 2
- Part of a multiple-phase plan to eliminate the need to send wet weather flows into Basin 1 and increase capacities at Lift Stations 2 & 8

### Project Description

This project includes construction of a third parallel force main along 106th Street from Lift Station 2 at Springmill Road to the new force main manifold structure near Ditch Road.

### Project Status

On hold until the first three phases of this project are complete and capacity is needed at the lift station.

### Project Schedule

Construction is anticipated in 2019

Priority: Medium

Estimated cost: \$550,000

Funding Source: Interceptor Fund

Last Updated: 2 /2 /2015

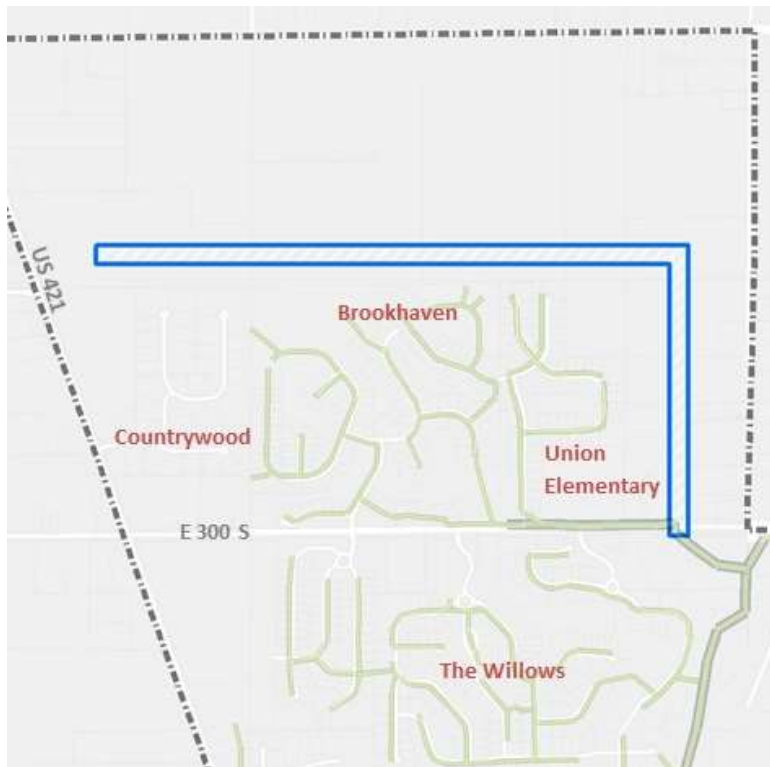
# Clay Township Regional Waste District Capital Project Fact Sheet



## Little Eagle Creek Interceptor Extension

Project No.1902

Study



### Project Highlights

- Sewer service can be extended to presently unsewered areas north of CR 300S.

### Project Description

This project includes extension of gravity sewers north of CR 300S/146th Street in the northwestern corner of the service area.

### Project Status

Multiple developers have expressed interest in available land that is presently undeveloped and unsewered. Staff is completing a study to determine alignment options and costs. The study results will be presented to the C&C Committee in March 2015.

### Project Schedule

Study Completed in February 2015. Construction is anticipated in 2019

Priority: Low  
Estimated cost: \$500,000  
Funding Source: Interceptor Fund  
Last Updated: 2 /3 /2015

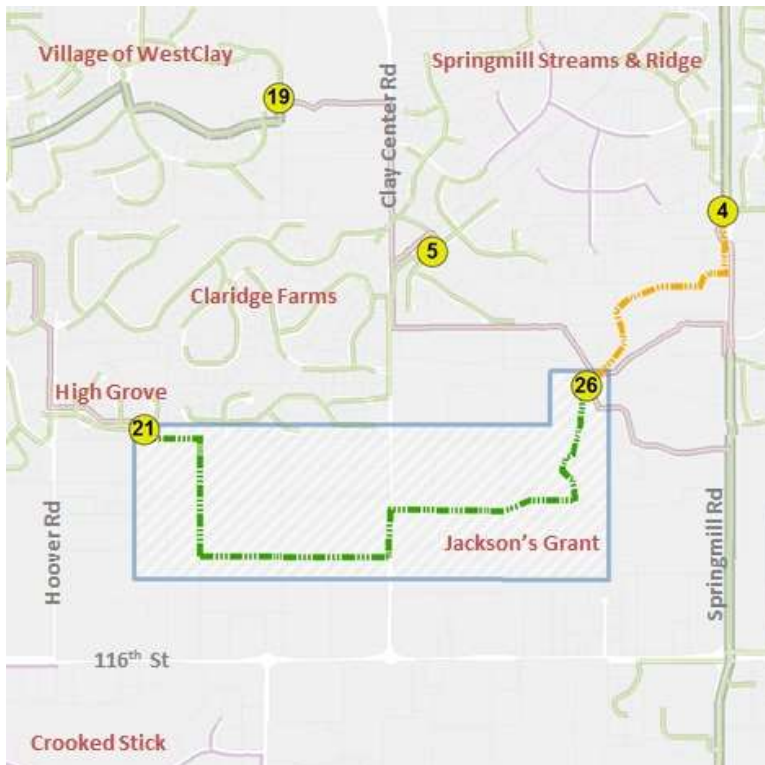
# Clay Township Regional Waste District Capital Project Fact Sheet



## Lift Station 21 Elimination

Project No.1903

Programming



### Project Highlights

- Eliminates Lift Station 21. All flows will be gravity fed to the new Northeast Regional (Jackson's Grant) Lift Station
- Sewer service extended to the large unsewered area west of Clay Center Road and north of 116th Street

### Project Description

This project includes extension of a new interceptor west from Jackson's Grant to the existing undeveloped and unsewered area west of Clay Center Road and north of 116th Street. The small Lift Station 21 will be eliminated.

### Project Status

This project will be developer-driven as sewer service is needed south of the existing lift station.

### Project Schedule

Construction is anticipated in 2019

Priority: Low

Estimated cost: \$900,000

Funding Source: Interceptor Fund

Last Updated: 2 /2 /2015

# Clay Township Regional Waste District Capital Project Fact Sheet



## Northeast Regional Lift Station Parallel Force main

Project No.2001

Programming



### Project Highlights

- Expanded capacity in the Springmill Interceptor

### Project Description

This project includes the extension of the parallel force main along Springmill Road from Jackson's Grant to the new parallel interceptor at 111th Street.

### Project Status

On hold until the Springmill Parallel Interceptor is constructed and additional capacity is needed.

### Project Schedule

Construction is anticipated in 2020

Priority: Low

Estimated cost: \$800,000

Funding Source: Operating Fund

Last Updated: 2 /3 /2015

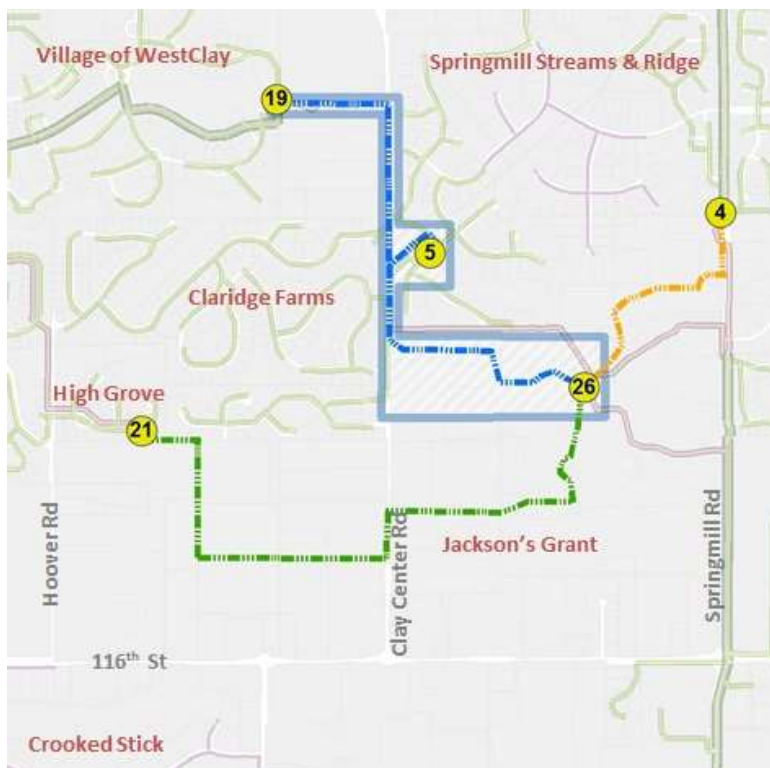
# Clay Township Regional Waste District Capital Project Fact Sheet



## Lift Stations 5 & 19 Elimination

Project No.2002

Programming



### Project Highlights

- Eliminates Lift Stations 5 & 19. All flows will be gravity fed to the new Northeast Regional (Jackson's Grant) Lift Station

### Project Description

This project includes extension of the new gravity interceptor north from Jackson's Grant along Clay Center Road to the existing lift stations. The lift stations will be eliminated.

### Project Status

This project will proceed once the northwest phase of Jackson's Grant develops and sewers are installed.

### Project Schedule

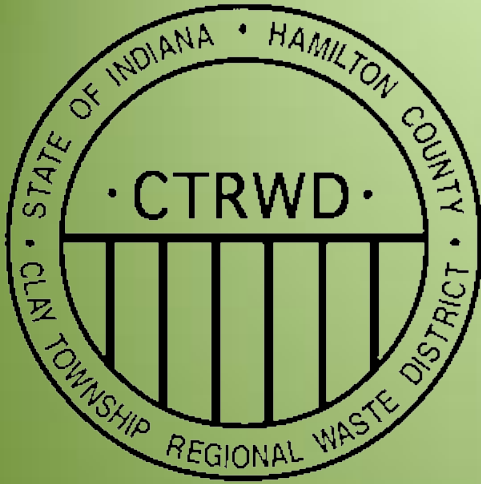
Construction is anticipated in 2020

Priority: Low

Estimated cost: \$1,500,000

Funding Source: Interceptor Fund

Last Updated: 2 /2 /2015



# Clay Township Regional Waste District

Board of Trustees Meeting  
February 9, 2015













- [Flow Meter Movie.mov](#)

# District Funding Sources

# District Funds

- Operating
- Interceptor
- Plant Expansion
- Operating Reserve
- Reserve for Replacement
- Retainage

# Funding Sources

- User Fees
  - Monthly sewer bills
  - Application and Inspection Fees
- Interest Income
- Development Fees
  - Equivalent Dwelling Unit Fee
  - Interceptor Fee
  - Plan Review and Inspection Fee

# Funds

**Operating Fund – Used in the daily operations of the utility and for the upkeep of the existing system.**

- Receipts
  - Monthly Sewer Bills
  - Application Fees
  - Plan Review Fees
  - Interest
- Spending
  - Operating Expenses (income statement)
  - Capital Projects not paid with plant expansion or interceptor funds



# Funds

## **Interceptor Fund – Used to provide new capacity**

- Receipts
  - Interceptor Fees - \$3,700 per acre
    - Predominantly collected from developers for new subdivisions.
    - Individual property owners also pay when connecting to the sewer.
- Spending
  - The cost of extending the interceptor sewers and to build lift stations.
    - Regional Lift Station at Jackson's Grant

# Funds

## Plant Expansion Fund

- Receipts
  - EDU Fees - \$1,650
    - Paid by new customers connecting to the sewer system to pay for treatment capacity.
- Spending
  - Expansion of the treatment plant or for the purchase of treatment capacity.

# Funds

## Operating Reserve

- Receipts
  - Transfers from the Operating Fund each January.
- There should be no Spending
  - A Reserve is required when bonds are issued.
  - While the District has no outstanding bonds, the practice of maintaining a reserve of six months of operating expenses has continued due to the District's conservative fiscal approach.

# Funds

## Reserve for Replacement

- Receipts
  - Transfers from the Operating Fund.
  - No recent transfers due the large balance in the fund.
- Spending
  - Replacement of equipment at the plant and lift stations
    - Pumps
    - Motors
    - Control panels
    - Valves

# Funds

## **Retainage -**

- Receipts – Funds being held by the District for the Contractor.
  - Transfers from other funds.
  - Typically 5% of construction costs.
- There is no spending – Contractors money.
  - Released to the contractor at the completion of the project.

Contractors have the option to open an escrow account at a bank or have the District hold the retainage.

# Balance of Funds

2014	Operating	Interceptor	Plant Expansion	Operating Reserve	Reserve for Replacement
Beginning Balance	\$1,784,663	\$755,649	\$1,858,361	\$2,192,400	\$3,114,795
Receipts	\$6,802,169	\$1,126,305	\$1,763,469	\$0	\$0
Disbursements	\$5,751,378	\$20,034	\$2,422,802	\$0	\$396,495
<b>Ending Balance</b>	<b>\$2,835,454</b>	<b>\$1,861,920</b>	<b>\$1,199,028</b>	<b>\$2,192,400</b>	<b>\$2,718,300</b>

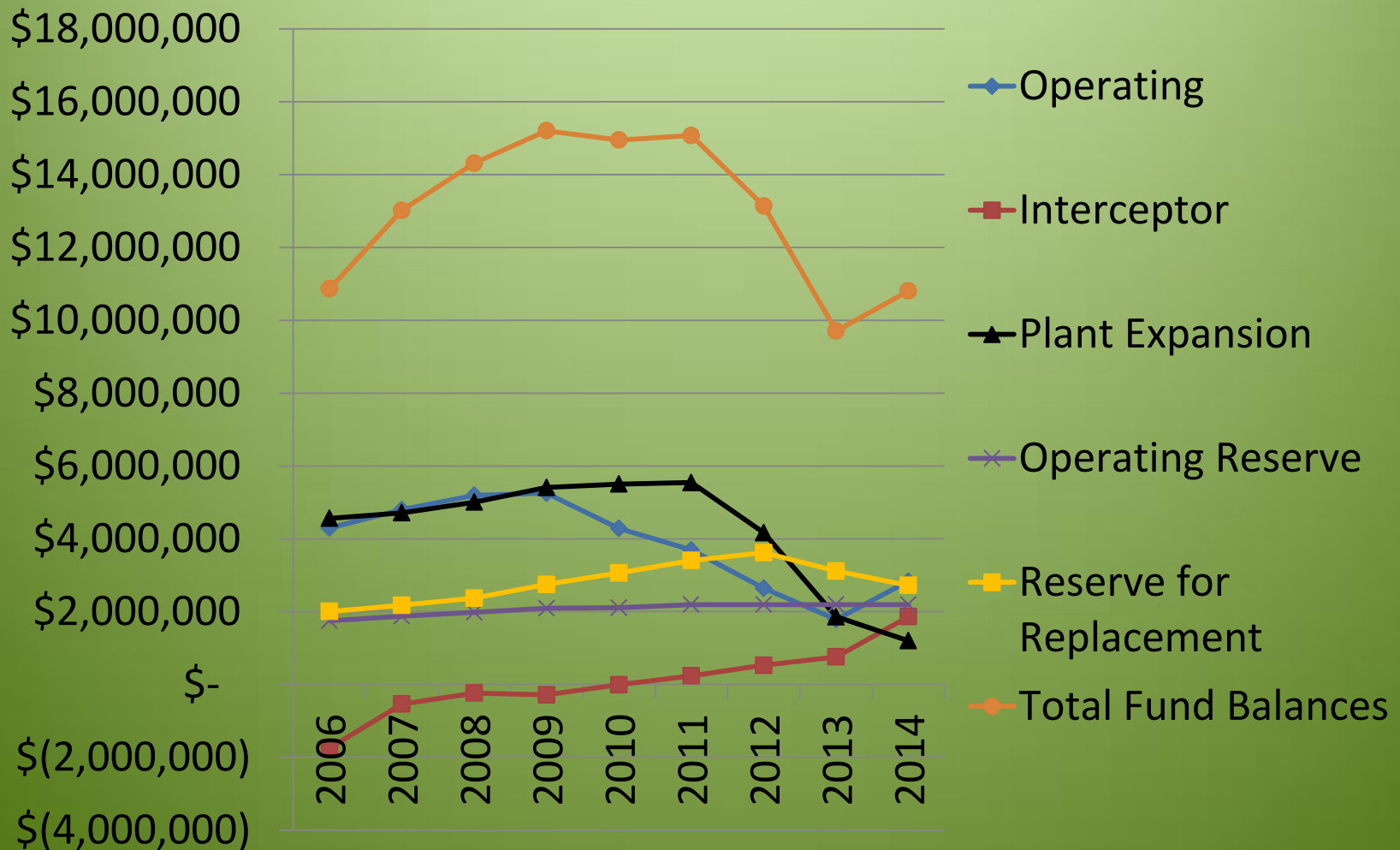
Total Fund Balances as of 12/31/2014  
\$ 10,807,103



# Balance of Funds

	2006	2007	2008	2009	2010	2011	2012	2013	2014
Operating	4,296,000	4,801,000	5,193,000	5,251,000	4,285,000	3,695,000	2,639,000	1,785,000	2,835,000
Interceptor	(1,745,000)	(538,000)	(236,000)	(287,000)	(7,000)	239,000	528,000	755,650	1,862,000
Plant Expansion	4,561,000	4,714,000	5,007,000	5,408,000	5,504,262	5,545,000	4,166,000	1,858,361	1,199,000
Operating Reserve	1,751,000	1,872,000	1,980,000	2,091,000	2,108,000	2,192,000	2,192,000	2,192,000	2,192,000
Reserve for Replacement	2,004,000	2,174,000	2,371,000	2,745,000	3,062,000	3,403,000	3,618,000	3,115,000	2,718,000
Total Fund Balances	10,867,000	13,023,000	14,315,000	15,208,000	14,952,262	15,074,000	13,143,000	9,706,011	10,806,000

# Balance of Funds



# Clay Township Regional Waste District

8.a.

## Register of Claims

For the period 1/13/2015 through 2/9/2015

Name of Claimant	Fund	Payment Date	Check Number	Amount of Claim	Amount Allowed	Memorandum
Indianapolis Power & Light Co	Operating	1/13/15	5995	\$85.96	\$85.96	LS 3
Indianapolis Power & Light Co	Operating	1/13/15	5995	\$617.08	\$617.08	LS 8
Indianapolis Power & Light Co	Operating	1/13/15	5995	\$347.00	\$347.00	LS 9
Indianapolis Power & Light Co	Operating	1/13/15	5995	\$1,188.01	\$1,188.01	LS 10
Indianapolis Power & Light Co	Operating	1/13/15	5995	\$70.70	\$70.70	LS 12
Indianapolis Power & Light Co	Operating	1/13/15	5995	\$22.55	\$22.55	LS 18
Indianapolis Power & Light Co	Operating	1/13/15	5995	\$33.51	\$33.51	LS 20
Indianapolis Power & Light Co	Operating	1/13/15	5995	\$36.71	\$36.71	LS 22
Indianapolis Power & Light Co	Operating	1/13/15	5995	\$32.91	\$32.91	LS 24
Indianapolis Power & Light Co	Operating	1/13/15	5995	\$22.44	\$22.44	LS 25
Indianapolis Power & Light Co	Operating	1/13/15	5995	\$4,320.53	\$4,320.53	LS 2
Indy Express, Inc.	Operating	1/13/15	5996	\$173.10	\$173.10	Postage Delivery Service
US Signal	Operating	1/13/15	5997	\$476.86	\$476.86	Computer Expense
Aaron Strong	Operating	1/13/15	5998	\$30.00	\$30.00	Cell Phone Reimbursement
Eric Luis Delacruz	Operating	1/13/15	5999	\$30.00	\$30.00	Cell Phone Reimbursement
Jeffrey Martin	Operating	1/13/15	6000	\$30.00	\$30.00	Cell Phone Reimbursement
Allison Payment Systems LLC	Operating	1/13/15	6001	\$3,573.81	\$3,573.81	Sewer Bill Printing-December
Allison Payment Systems LLC	Operating	1/13/15	6001	\$5,511.89	\$5,511.89	Prepaid Postage-December
Kermin Huntley	Operating	1/13/15	6002	\$30.00	\$30.00	Cell Phone Reimbursement
Jason Lewin	Operating	1/13/15	6003	\$43.70	\$43.70	Travel/Mileage-On Call
Xylem Inc.	Operating	1/13/15	6004	\$3,046.00	\$3,046.00	LS 9 flush valve
Community Occupational Health Services	Operating	1/13/15	6005	\$131.00	\$131.00	Drug Screen
IDEM	Operating	1/13/15	6006	\$50.00	\$50.00	NPDES-Modification Request
Hamilton County Recorder	Operating	1/13/15	6007	\$12.00	\$12.00	Rls fee for 1 deferred lien
Frank Hoffman	Operating	1/13/15	6008	\$1,074.06	\$1,074.06	Refund for Overpayment
Anthem Blue Cross Blue Shield	Operating	1/16/15	6009	\$16,945.40	\$16,945.40	Employee Insurance
AT&T Mobility	Operating	1/16/15	6010	\$727.63	\$727.63	LS Phone Service
Bright House Networks	Operating	1/16/15	6011	\$153.95	\$153.95	Internet Service-Jan
Kevin Rybak	Operating	1/16/15	6012	\$20.70	\$20.70	Travel/Mileage-On Call
MetLife Small Business Center	Operating	1/16/15	6013	\$2,042.04	\$2,042.04	Employee Dental Insurance
PFM Truck & Car Care Center	Operating	1/16/15	6014	\$52.34	\$52.34	#75 Ford Transit
PFM Truck & Car Care Center	Operating	1/16/15	6014	\$78.26	\$78.26	#15 Ford F250
PFM Truck & Car Care Center	Operating	1/16/15	6014	\$55.86	\$55.86	#80 Ford F150
PFM Truck & Car Care Center	Operating	1/16/15	6014	\$52.34	\$52.34	#70 Ford Escape
PFM Truck & Car Care Center	Operating	1/16/15	6014	\$57.95	\$57.95	#55 Ford F250
PNC Bank	Operating	1/16/15	6015	\$6,727.24	\$6,727.24	CC Expenses-December 2014
Terri Kreyling	Operating	1/16/15	6016	\$16.10	\$16.10	Travel/Mileage
Unum Life Insurance Co	Operating	1/16/15	6017	\$800.75	\$800.75	Employee Life Insurance
Vectren Energy Delivery	Operating	1/16/15	6018	\$19.57	\$19.57	LS 10
Vectren Energy Delivery	Operating	1/16/15	6018	\$46.86	\$46.86	LS 2
Vectren Energy Delivery	Operating	1/16/15	6018	\$24.07	\$24.07	LS 4

# Clay Township Regional Waste District

8.a.

## Register of Claims

For the period 1/13/2015 through 2/9/2015

Name of Claimant	Fund	Payment Date	Check Number	Amount of Claim	Amount Allowed	Memorandum
AFLAC	Operating	1/21/15	6019	\$475.52	\$475.52	Deferred Liability
Citizens Energy Group	Operating	1/21/15	6020	\$32.17	\$32.17	Plant Water Service
Vectren Energy Delivery	Operating	1/21/15	6021	\$3,178.33	\$3,178.33	Plant Gas Service
Ron Hansen	Operating	1/21/15	6022	\$966.31	\$966.31	Cleaning Supplies for Gov't Center
AT & T	Operating	1/23/15	6023	\$727.66	\$727.66	Plant Internet Service
AT&T Mobility	Operating	1/23/15	6024	\$801.69	\$801.69	Employee Mobile Service
Carmel Utilities	Operating	1/23/15	6025	\$10.89	\$10.89	LS 1 Water
Carmel Utilities	Operating	1/23/15	6025	\$10.89	\$10.89	LS 2 Water
Matt Starr	Operating	1/23/15	6026	\$86.25	\$86.25	Travel/Mileage-On Call
Terri Kreyling	Operating	1/23/15	6027	\$9.68	\$9.68	Emp Luncheon Items
Tyco Integrated Security LLC	Operating	1/23/15	6028	\$339.77	\$339.77	Plant Security
AT&T	Operating	1/27/15	6029	\$253.08	\$253.08	Plant Phone Service
C.I.O.A.	Operating	1/27/15	6030	\$84.00	\$84.00	Dues-Rybak, Watkins, Lewin, Hood, Tolley, Prange, Roudebush
Carmel Utilities	Operating	1/27/15	6031	\$1,021.71	\$1,021.71	Hydrant Meter Rental
Duke Energy	Operating	1/27/15	6032	\$1,968.92	\$1,968.92	LS 1
Duke Energy	Operating	1/27/15	6032	\$63.38	\$63.38	LS 6
Duke Energy	Operating	1/27/15	6032	\$448.72	\$448.72	LS 4
Duke Energy	Operating	1/27/15	6032	\$170.03	\$170.03	LS 5
Duke Energy	Operating	1/27/15	6032	\$216.08	\$216.08	LS 19
Duke Energy	Operating	1/27/15	6032	\$353.77	\$353.77	LS 21
Duke Energy	Operating	1/27/15	6032	\$1,103.43	\$1,103.43	LS 14
Shelly Keefe	Operating	1/29/15	6033	\$37.72	\$37.72	Travel/Mileage-Seminar
Susan Vallone	Operating	1/29/15	6034	\$33.55	\$33.55	Travel/Mileage-Seminar
Catherine Fournier	Operating	1/29/15	6035	\$64.50	\$64.50	Refund on Overpayment
AT&T	Operating	1/29/15	6036	\$829.20	\$829.20	Plant Utilities-Fiber to Plant
Joe Hood	Operating	1/30/15	6037	\$74.75	\$74.75	Travel/Mileage-On Call
CHEMSEARCHFE	Operating	2/2/15	6038	\$505.00	\$505.00	Operating Supplies-Plant
Kevin Rybak	Operating	2/2/15	6039	\$20.70	\$20.70	Travel/Mileage-On Call
Shelly Keefe	Operating	2/2/15	6040	\$102.30	\$102.30	Professional Education
McAfee, Inc.	Operating	2/3/15	6041	\$119.20	\$119.20	Computer expense
Strand Associates, Inc.	Plant Expansion	2/9/15	6042	\$1,064.89	\$1,064.89	CIP - Plant Expansion
Strand Associates, Inc.	Plant Expansion	2/9/15	6042	\$4,068.40	\$4,068.40	CIP - WWTP Digesters
Thieneman Construction, Inc.	Plant Expansion	2/9/15	6043	\$21,295.81	\$21,295.81	CIP - WWTP Digesters - Pay App #11
Strand Associates, Inc.	Reserve for Repl.	2/9/15	6044	\$1,303.50	\$1,303.50	CIP - LS 1 VFD Replacement
982-Praxair Distribution, Inc.	Operating	2/9/15	6045	\$26.00	\$26.00	Plant operating supplies
Aaron Strong	Operating	2/9/15	6046	\$30.00	\$30.00	Cell phone reimbursement
Acorn Distributors, Inc.	Operating	2/9/15	6047	\$259.73	\$259.73	Cleaning supplies - gov't center
Campbell Kyle Proffitt LLP	Operating	2/9/15	6048	\$1,975.00	\$1,975.00	Political Subdivision - legal fees
Campbell Kyle Proffitt LLP	Operating	2/9/15	6048	\$458.60	\$458.60	Collection expense - Martin
Campbell Kyle Proffitt LLP	Operating	2/9/15	6048	\$1,336.80	\$1,336.80	Collection expense - Chumley
Carmel Utilities	Operating	2/9/15	6049	\$2,717.00	\$2,717.00	Water connection fee - NE Regional Lift Station

# Clay Township Regional Waste District

8.a.

## Register of Claims

For the period 1/13/2015 through 2/9/2015

Name of Claimant	Fund	Payment Date	Check Number	Amount of Claim	Amount Allowed	Memorandum
CHEMSEARCHFE	Operating	2/9/15	6050	\$505.00	\$505.00	Lift Station operating supplies
Chuters	Operating	2/9/15	6051	\$35.00	\$35.00	Line maintenance
Community Employer Health	Operating	2/9/15	6052	\$366.58	\$366.58	Wellness program - January
Community Occupational Health Services	Operating	2/9/15	6053	\$47.00	\$47.00	New employee drug screen
Continental Research Corp.	Operating	2/9/15	6054	\$510.42	\$510.42	Safety supplies
Davis Wholesale Supply	Operating	2/9/15	6055	\$1,321.04	\$1,321.04	Salt for snow melt
Dell Marketing L.P.	Operating	2/9/15	6056	\$52.19	\$52.19	Computer expense
DLZ Indiana, LLC	Operating	2/9/15	6057	\$3,600.00	\$3,600.00	Construction Observ - Westmont Sec 2B
DLZ Indiana, LLC	Operating	2/9/15	6057	\$1,500.00	\$1,500.00	Construction Observ - Sanctuary@116th St Sec 6
DLZ Indiana, LLC	Operating	2/9/15	6057	\$2,962.50	\$2,962.50	Construction Observ - The Bridges Retail Dev.
DLZ Indiana, LLC	Operating	2/9/15	6057	\$4,312.50	\$4,312.50	Construction Observ - The Preserve @ Bear Creek
DLZ Indiana, LLC	Operating	2/9/15	6057	\$206.25	\$206.25	Construction Observ - Marten Transportation
Eric Luis Delacruz	Operating	2/9/15	6058	\$30.00	\$30.00	Cell phone reimbursement
Fastenal Company	Operating	2/9/15	6059	\$75.14	\$75.14	Plant R&M
Fastenal Company	Operating	2/9/15	6059	\$162.83	\$162.83	Plant R&M
Gordon Plumbing, Inc	Operating	2/9/15	6060	\$107.00	\$107.00	Plant R&M
Hach Company	Operating	2/9/15	6061	\$1,431.04	\$1,431.04	Sewer sampling
Hach Company	Operating	2/9/15	6061	\$56,449.10	\$56,449.10	CIP - 15 flow meters
IN.GOV	Operating	2/9/15	6062	\$95.00	\$95.00	Annual fee
Indiana Department of Environmental Manage	Operating	2/9/15	6063	\$9,500.00	\$9,500.00	Annual NPDES permit fee
Indiana Department of Environmental Manage	Operating	2/9/15	6063	\$100.00	\$100.00	Annual permit fee - Stormwater
Indy IT Professionals	Operating	2/9/15	6064	\$1,799.60	\$1,799.60	Computer expense
Indy IT Professionals	Operating	2/9/15	6064	\$11,242.99	\$11,242.99	CIP - New Server Project
Jeffrey Martin	Operating	2/9/15	6065	\$30.00	\$30.00	Cell phone reimbursement
Kermin Huntley	Operating	2/9/15	6066	\$30.00	\$30.00	Cell phone reimbursement
Lowe's Business Account	Operating	2/9/15	6067	\$4.73	\$4.73	Plant R&M
Luminocity	Operating	2/9/15	6068	\$460.00	\$460.00	Plant R&M
Marketpro, Inc.	Operating	2/9/15	6069	\$1,688.37	\$1,688.37	Field staff sweatshirts
Merrell Brothers, Inc.	Operating	2/9/15	6070	\$300.00	\$300.00	2014 EPA Reporting
Cheryl White	Operating	2/9/15	6071	\$13.43	\$13.43	Refund on final bill
City of Carmel	Operating	2/9/15	6072	\$25.08	\$25.08	Refund on final bill for N Pennsylvania
Joel Habarad	Operating	2/9/15	6073	\$32.76	\$32.76	Refund on final bill
Lee Schulz	Operating	2/9/15	6074	\$5.76	\$5.76	Refund on final bill
Lori McClintic	Operating	2/9/15	6075	\$20.07	\$20.07	Refund on final sewer bill
Marie Roth	Operating	2/9/15	6076	\$20.51	\$20.51	Refund on final sewer bill
Scott Pratt	Operating	2/9/15	6077	\$20.51	\$20.51	Refund on final sewer bill
Timothy Tooley	Operating	2/9/15	6078	\$15.63	\$15.63	Refund on final sewer bill
Morphey Construction, Inc.	Operating	2/9/15	6079	\$4,978.26	\$4,978.26	Lateral repair - 10244 New Jersey St
Nalco Crossbow Water	Operating	2/9/15	6080	\$130.00	\$130.00	Sewer sampling
Nalco Crossbow Water	Operating	2/9/15	6080	\$159.95	\$159.95	Sewer sampling
Nalco Crossbow Water	Operating	2/9/15	6080	\$120.80	\$120.80	Sewer sampling

# Clay Township Regional Waste District

8.a.

## Register of Claims

For the period 1/13/2015 through 2/9/2015

Name of Claimant	Fund	Payment Date	Check Number	Amount of Claim	Amount Allowed	Memorandum
Napa Auto Parts	Operating	2/9/15	6081	\$21.98	\$21.98	Vehicle R&M
Napa Auto Parts	Operating	2/9/15	6081	\$31.98	\$31.98	Lift Station R&M
Napa Auto Parts	Operating	2/9/15	6081	\$22.98	\$22.98	Plant R&M
Napa Auto Parts	Operating	2/9/15	6081	(\$146.00)	(\$146.00)	Plant R&M
Napa Auto Parts	Operating	2/9/15	6081	\$235.99	\$235.99	Plant R&M
NCL of Wisconsin, Inc.	Operating	2/9/15	6082	\$632.96	\$632.96	Sewer sampling
O. W. Krohn & Associates, LLP	Operating	2/9/15	6083	\$1,520.00	\$1,520.00	Consulting - Basin One
Office Depot	Operating	2/9/15	6084	\$64.98	\$64.98	Office supplies
Office Depot	Operating	2/9/15	6084	\$61.07	\$61.07	Office supplies
PFM Truck & Car Care Center	Operating	2/9/15	6085	\$47.49	\$47.49	Vehicle R&M
Pitney Bowes	Operating	2/9/15	6086	\$200.00	\$200.00	Postage mailing rental
Quench USA, Inc.	Operating	2/9/15	6087	\$99.00	\$99.00	Water service - office
Ray Clemens	Operating	2/9/15	6088	\$500.00	\$500.00	Plant janitorial service
Republic Services #761	Operating	2/9/15	6089	\$228.47	\$228.47	Plant trash service
Reserve Account	Operating	2/9/15	6090	\$750.00	\$750.00	Postage
SAMCO	Operating	2/9/15	6091	\$3,562.50	\$3,562.50	Construction Observ - Lakeside Apartments
SAMCO	Operating	2/9/15	6091	\$13,875.00	\$13,875.00	Construction Observ - Ashmoor
Signius Investment Corp	Operating	2/9/15	6092	\$52.50	\$52.50	Phone answering service
Southeastern Equipment Co., Inc.	Operating	2/9/15	6093	\$6,613.46	\$6,613.46	Equipment Repair
State Industrial Products	Operating	2/9/15	6094	\$354.37	\$354.37	Plant operating supplies
Strand Associates, Inc.	Operating	2/9/15	6095	\$805.08	\$805.08	CIP - NE Regional Lift Station
Taylor Oil Company, Inc.	Operating	2/9/15	6096	\$38.25	\$38.25	Fuel - Kerosene
Taylor Oil Company, Inc.	Operating	2/9/15	6096	\$91.95	\$91.95	Plant R&M
Taylor Oil Company, Inc.	Operating	2/9/15	6096	\$764.28	\$764.28	Fuel
Taylor Systems, Inc.	Operating	2/9/15	6097	\$99.54	\$99.54	Plant phone service
Triple S Tire Co.	Operating	2/9/15	6098	\$76.54	\$76.54	Equipment repair
UniFirst Corporation	Operating	2/9/15	6099	\$33.00	\$33.00	Floor mats - plant
UniFirst Corporation	Operating	2/9/15	6099	\$33.00	\$33.00	Floor mats - plant
UniFirst Corporation	Operating	2/9/15	6099	\$33.00	\$33.00	Floor mats - plant
UniFirst Corporation	Operating	2/9/15	6099	\$33.00	\$33.00	Floor mats - plant
US Signal	Operating	2/9/15	6100	\$476.86	\$476.86	Computer expense
Utility Supply Co	Operating	2/9/15	6101	\$9.98	\$9.98	Line maintenance
Utility Supply Co	Operating	2/9/15	6101	\$369.60	\$369.60	Line maintenance
Vasey Commercial Heating & AC, Inc.	Operating	2/9/15	6102	\$189.25	\$189.25	Plant R&M
Wex Bank	Operating	2/9/15	6103	\$166.60	\$166.60	Fuel - office
Xylem Dewatering Solutions, Inc.	Operating	2/9/15	6104	\$190.48	\$190.48	Lift Station R&M
Zionsville Chamber of Commerce, Inc	Operating	2/9/15	6105	\$100.00	\$100.00	Annual membership dues
Fifth Third Bank	Operating	1/19/15	20150103	\$721.17	\$721.17	Bank fees - December
Beyond Payroll	Oper - ACH	1/20/15	20150104	\$48,767.07	\$48,767.07	Payroll - period ending 1/16/2015
Great-West Retirement (Hoosier START)	Oper - ACH	1/21/15	20150105	\$2,028.64	\$2,028.64	1/21 payroll - 457b liability
Great-West Retirement (Hoosier START)	Oper - ACH	1/21/15	20150105	\$4,824.03	\$4,824.03	1/21 payroll - 401a retirement



# Clay Township Regional Waste District

8.a.

## Register of Claims

For the period 1/13/2015 through 2/9/2015

Name of Claimant	Fund	Payment Date	Check Number	Amount of Claim	Amount Allowed	Memorandum
Beyond Payroll	Oper - ACH	2/3/15	20150106	\$48,791.27	\$48,791.27	Payroll - period ending 1/30/2015
Beyond Payroll	Oper - ACH	2/3/15	20150106	\$462.00	\$462.00	January payroll fees
Great-West Retirement (Hoosier START)	Oper - ACH	2/4/15	20150107	\$2,976.80	\$2,976.80	2/4 payroll - 457b liability
Great-West Retirement (Hoosier START)	Oper - ACH	2/4/15	20150107	\$4,875.52	\$4,875.52	2/4 payroll - 401a retirement

## ALLOWANCE OF CLAIMS

We have examined the claims listed on the foregoing Register of Claims, consisting of 5 pages, and except for claims not allowed as shown on the register, such claims are hereby allowed in the total amount of \$ 347,608.49 - no investments.

Chuck Ford  
Amanda Foley  
Joe B. Merrill

Joseph Clark  
Marilyn Anderson  
Eric M. Hend

Michael McDonald  
Barbara A. Rowen  
Russ Paul