



## Clay Township Regional Waste District

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

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

**Monday, December 14, 2015 @ 7:00 p.m.**

**Clay Township Government Center**

- 1. Roll Call**
- 2. Approval of Meeting Memorandum**
  - a. Board Meeting November 9, 2015
- 3. Old Business**
  - a. Cedar Point
    - i. President to read aloud October Online Comment Cards
    - ii. Cedar Point Project Notice
- 4. Public Comment**
- 5. Attorney's Report**
  - a. Project Updates
  - b. Report of Pending Litigation
- 6. Utility Director's Report**
  - a. Director's Report
- 7. Committee Reports**
  - a. Budget & Finance Committee
    - i. Carmel Surcharge Negotiation Status
  - b. Personnel & Benefits Committee
    - i. Salary Ordinance
  - c. Capital & Construction Committee
    - i. Dedications
      1. Ashmoor
      2. Bonbar @ Monon Lake
      3. Hidden Pines Sec. 1
    - ii. Enterprise Asset Management System upgrade
    - iii. #1511 - WWTP Improvement projects
    - iv. #1512 - Lift Station 22 Control Panel Replacements
    - v. #1506 - 2015 Manhole Rehabilitation
    - vi. 2016 Capital Budget
- 8. Old Business**
- 9. New Business**
  - a. Claims Docket
- 10. Adjourn**



BOARD OF TRUSTEES MEETING  
Monday, November 9, 2015 @ 7:00 p.m.  
Memorandum

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

**ROLL CALL**

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

The audience sheet is attached.

**APPROVAL OF MEMORANDUM**

A motion was made by Mr. Hand to approve the October 12, 2015 Board Meeting Memorandum as amended, and was seconded by Mr. Ford. The motion was approved unanimously.

**PUBLIC COMMENTS**

Ms. Anderson called those forward to speak that submitted comment cards.

Nick and Dawn Jackson 751 Cedar Place – Opposed to the proposed system

Brenda Flint 9973 Cedar Ridge Drive - Opposed to the proposed system

Gill Bullock 9970 Mill Run – in Favor of the system

Glen & Linda McFatridge 9952 Cedar Ridge Drive - Opposed to the proposed system

Mike Burnham 10044 Cedar Point Drive - Opposed to the proposed system

Greg Sinese 9994 Cedar Ridge - Opposed to the proposed system

John Arnold 9743 Mill Creek Place - Opposed to the proposed system

Richard & Beverly Laurer 9938 Cedar Ridge Drive - Opposed to the proposed system

James Watts 8890 Cedarwood Place - Opposed to the proposed system

Jean Baglan 1006 Cedar Ridge Drive – Opposed to the proposed system

Bob Kravitz 10008 Mill Run – in Favor of the proposed system

Marilyn Roberts Cedar Ridge – in Favor of the proposed system

**UTILITY DIRECTOR'S REPORT**

Mr. Williams presented information on low pressure sewers and answered the questions asked at the prior Board Meeting. Mr. Williams summarized information regarding sewer service for Cedar Point and recommended the use of the proposed low pressure system.

## **ATTORNEY'S REPORT**

Mrs. Poindexter reported there were no updates.

## **CAPITAL & CONSTRUCTION COMMITTEE**

A motion was made by Mr. Clark to approve the Cedar Point Sanitary Sewer Extension Project and was seconded by Ms. Foley. The motion was approved unanimously.

A motion was made by Mr. Clark to award the contract for the Cedar Point project to TPI in the amount of \$224,450 and was seconded by Ms. Foley. The motion was approved unanimously.

A motion was made by Ms. Lamb to approve Rate Ordinance 09-14-2015 with the change indicated that the annual increase in the rate shall be the State Revolving Fund rate on July 1 and was seconded by Ms. Merrill. The motion was approved unanimously.

A motion was made by Mr. Clark to accept the dedication of Village of West Clay Townhomes; Phase I Section 3004 Block D, B&B Park, and the Woods at Shelborne, Section 1, sanitary sewers and was seconded by Ms. Foley. The motion was approved unanimously.

## **BUDGET & FINANCE COMMITTEE**

A motion was made by Ms. Merrill to approve the 2016 Budget and was seconded by Mr. Hand. The motion was approved unanimously.

## **PERSONNEL & BENEFITS COMMITTEE**

A motion was made by Ms. Lamb to approve the proposed 2016 Holiday Schedule and was seconded by Mr. McDonald. The motion was approved unanimously.

A motion was made by Ms. Lamb to approve the 2.7% merit pool with a target of a 2% increase for employees receiving a Competent Performance rating and was seconded by Mr. McDonald. The motion was approved unanimously.

A motion was made by Ms. Lamb to approve the renewal of the current "grandmothered" Anthem Health Insurance Policy and was seconded by Mr. McDonald. The motion was approved unanimously.

## **OLD BUSINESS**

Mr. Williams indicated that the District's rate consultant, Buzz Krohn, has evaluated Carmel's proposed surcharge and was finalizing his report on the matter. The report will be presented to the B&F Committee.

**NEW BUSINESS**

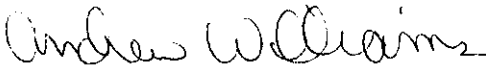
A motion was made by Ms. Merrill to approve the claims docket totaling \$1,114,085.65 and was seconded by Mr. Mills. The motion was approved unanimously.

**ADJOURN**

At 8:50 p.m. a motion was made by Mr. Mills to adjourn the meeting and was seconded by Ms. Merrill. The motion was approved unanimously.

The next Board of Trustees Meeting is scheduled for Monday, December 14, 2015 at 7:00 p.m.

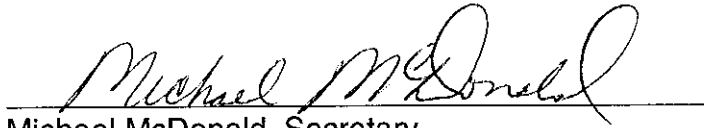
Respectfully submitted,



Andrew Williams  
Utility Director

Approved:

☒ As Presented  
☐ As Amended



Michael McDonald, Secretary



Marilyn Anderson, President



## Clay Township Regional Waste District

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

### BOARD OF TRUSTEES MEETING

at Clay Township Government Center

November 9, 2015

Please sign in:

Name

Address

Phone

Mike Buerhman	10044 CEDAR POINT DR	818-9831
Jim + Cathy Watt	889 Cedarwood Pl	663-8346
William + Deborah McFARLAND	9952 Cedar Ridge Dr	844-7792
Ronald D. Porter	10031 CEDAR RIDGE DR	844-0422
Ernest + Mary Bishop	9977 Mill Run	363-6965
John Arnold	9743 Mill Creek Pl	705-0411
Greg S. Nise	9994 Cedar Ridge	844-3658
Bob Kravitz	10008 Mill Run	844 1199
Richard + Beverly Lauer	9938 Cedar Ridge Dr.	345-4506
Gl. Bullock	9970 Mill Run	409-9350
Mark Taylor	10006 Cedar Ridge	
Brenda Hunt	9973 Cedar Ridge	574-9044
Kami Phelps	9752 Mill Creek Pl.	
Glaucia Beshore	9725 Mill Creek Pl	858 603 1041
Barb Newham	9959 Cedar Ridge Dr.	317-571-8907
Mike Newham	9959 Cedar Ridge Dr	317-571-8907
Dawn + Nick Jackson	751 Cedar Pl	317-319-8504
See-Harless	9632 Cedar Point Dr	441-8365
Jim + Paula Minor	880 Cedar Wood	846-9193



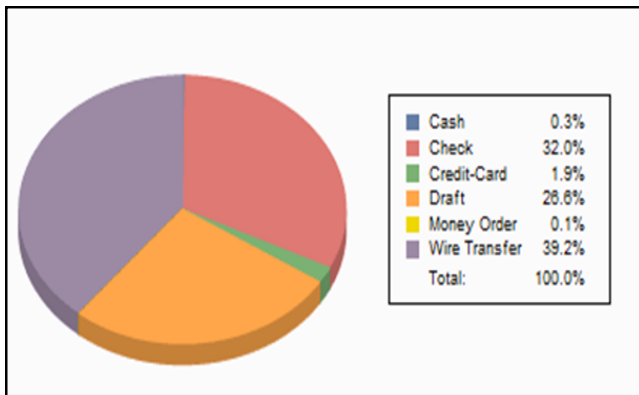
# THE CTRWD CONNECTION

Volume 8, Issue 12 December 2015  
MONTHLY NEWSLETTER

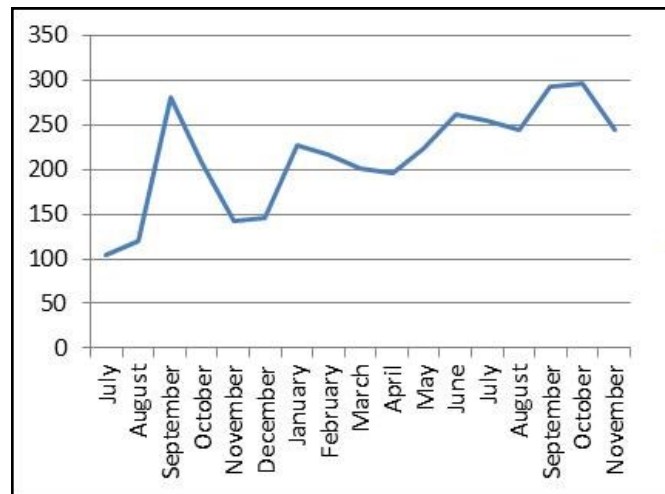
## CUSTOMER SERVICE—TERRI KREYLING

During November, the District did not file any new liens and did not receive any lien payments. The lien balance at the end of November is \$43,027.89. There were two payoffs on contract accounts, bringing the number of contracts down to 28. For the month of November, 24 permits were issued and 19 new locations were added to billing. The total number of customers receiving their statement by email is now 1,894.

PAYMENT BREAKDOWN GRAPH



CREDIT CARD PAYMENTS BY MONTH



## HUMAN RESOURCES—

Community Health completed the weigh in for this year's Maintain No Gain wellness initiative. Everyone that maintains their weight or does not exceed a two pound gain during the holidays will receive a \$25 gift card. Staff met with Community Health to renew the Wellness/EAP contract for 2016. The District will host a Blood Drive on December 16, from 8:00 to 10:30; prior to the staff meeting allowing more employees to donate.

During November, the staff enjoyed a Thanksgiving luncheon, catered by Maggiano's. It was a nice change of pace from the usual Thanksgiving foods and all seemed to enjoy it. The District Christmas luncheon will be held on December 18 at 11:00 am at the Government Center. It will be a pitch in with the District providing the meat - ham and turkey.

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## PLANT REPORT—SCOT WATKINS

There were 52 FOG inspections completed in November; with only one violation of device capacity. During FOG inspections, staff discovered that Coalition Pizza's discharge line had bypassed their grease interceptor and is discharging directly into the sanitary sewer. Inspections also showed the plumbing leaving the interceptor at Hoosier Village is not actually as shown on the plans. Staff is working with the plumber, builder and property management at Hoosier Village to get the issue resolved. Pretreatment and engineering are working in collaboration with the City of Carmel to make improvements to the initial pretreatment inspection process before a business opens. This should cut down on FOG issues with connections for new construction and remodels of existing locations.

Connect Electric repaired all of the exterior area lighting at the WWTP which will reduce the chance of injury during the early morning rounds and after hours. Weekly and monthly work orders have been completed. Influent and effluent sampler lines have been insulated. The pond fountain has been removed and snow tires installed on the Kubota for winter preparation. Congratulations to Bob and Loren for receiving the Indiana Water Environmental Association's (IWEA) Laboratory Excellence and Excellence in Safety awards respectfully. These awards were presented at the IWEA annual conference. Plant and Collection inventory has been completed.

The collections department inspected all of Basin 8 and has begun grouting the manhole chimneys between the castings and barrel sections. When the ground is thoroughly frozen, staff will begin clearing easements. Pump parts have been received and are being installed before the temperatures get too low. The Purafil media at Lift Stations 2 & 19 has been replaced with new media to help control odor. The flex coupler (absorbs vibration) of the Thompson pump at Lift Station 1 was found to be loose from vibration had all new hardware installed to prevent any leakage. Basin 1 televising continues; 15,962 feet were televised in November. A "bore through" found in the Marwood area, is being investigated.



Visit the website:  
[www.ctrwd.org](http://www.ctrwd.org) or pick up  
 the new brochure in the  
 admin office

## SAFETY REPORT—NOVEMBER

The District had no reportable injuries this month, and has gone 2,113 days without a lost time accident.

Safety tailgate sessions this month included:

- 11/10/15 Night Work: Reduced visibility Increases Hazards
- 11/17/15 Be Prepared for an Emergency
- 11/24/15 Crane, Derrick, and Hoist Safety

Annual fire extinguisher inspections were completed this month; with a fire extinguisher added to the Kubota tractor to keep our crew safe when cleaning easements. Monthly inspection of emergency lighting in all the treatment plant buildings was also completed.

The District was awarded the Indiana Water Environment Association Safety Excellence Award for the 8th year in a row.



## CONSTRUCTION REPORT- WES MERKLE

At the Northeast Regional (Jackson's Grant) Lift Station, crews are finishing installation of electrical wire and equipment. Force main testing is underway; paving and startup remain. Completion is expected in the coming weeks.

Work at Lift Station 2 has begun. Crews have constructed foundations for the new electrical building; they will soon erect concrete block walls and roof framing. Pumps and accessories were delivered. Completion is expected in March.

Construction work for the Cedar Point sewer extension project is expected to begin in January.



Crews constructing foundation walls for the new electrical building at Lift Station 2 (Springmill/106th)



Above-ground warning marker installed over a force main along Clay Center Road.



New electrical equipment installed at the Northeast Regional (Jackson's Grant) Lift Station

## ENGINEERING UPDATE— WES MERKLE

Over the past month engineering staff completed 555 locates, 38 I&I inspections, and 35 lateral inspections. Staff, with help from consultants, is observing mainline sewer installation at 10 development projects. An additional 10 development projects are in plan review.

Staff continues to monitor flow meters in Basin 1 to confirm the results of manhole rehabilitation and line repairs. Staff has been installing above-ground markers along all District force mains. These markers will provide additional visual cues to anyone digging in the vicinity of our force mains. Water, gas, electric and telecommunications utilities typically provide similar markers along higher-profile underground assets.

The majority of easements needed for the 106<sup>th</sup> Street Parallel Force main project will be acquired shortly. Design work and bidding will be completed once remaining easements are received.

Design work for relocating part of the Southern Interceptor crossing Ream Creek is complete and staff is working with neighboring property owners to acquire easements. Sewer relocation will allow Hamilton County to complete drainage improvements in the area.

Bids were received for Manhole Rehabilitation, WWTP Improvements, and Lift Station 22 Control Panel replacement projects. Award recommendations will be presented to the Board.

Staff has reviewed the odor control study report. The consultant stated our plant has high hydrogen sulfide loadings which are the source of the odor issues. Existing equipment is undersized and incapable of handling these loadings. Many technologies were analyzed for odor control at the plant. Biological treatment was recommended as it is very popular throughout the industry and most economical.

## FINANCIALS—RON HANSEN

In October, Sales were over budget by 16% due to higher Commercial Sales. Commercial Sales were at the second highest level of the year but were budgeted to decline substantially due to the end of the air conditioning season. Operating Expenses were slightly favorable with 2% lower spending. Net Income of \$207,000 was 65% higher than budgeted.

For the year, Sales were favorable at 5% higher than budgeted and Operating Expenses were favorable with 8% lower spending than budgeted. In the Collection Department, lower spending for Lift Station R&M, Special R&M (I&I) and Manhole R&M contributed 59% of the favorable variance. Net Income was favorable at 33% over budget and 16% higher than the first ten months of 2014.

Capital spending for October was \$793,000 or 8% of the 2015 Capital Budget and 22% for the year. The revised forecast projects that total spending for the year will be less than 25% of the budget. Four projects account for \$5.8 million of the lower spending: Basin 1 Wet Weather - \$2,888,000, LS 2 Pump Replacement - \$1,700,000, LS 2 Standby Power Upgrades - \$683,000 and LS 16 Replacement/Relocation - \$525,000. The 2015 Capital Budget is \$9,362,000.

Cash balances increased by \$114,000 in October, increasing \$2,234,000 for the year and \$2,134,000 higher than October 2014. This is due to lower than budgeted capital spending.

The Board approved the 2016 Budget at the November meeting. The 2016 Capital Budget will be submitted for Board approval at the December meeting.

### Maintain No Gain—

#### Wellness Challenge

CTRWD Employees Keep your weight on track through the holidays and receive a \$25 gift card in January if you didn't gain more than 2 pounds between November 11, 2015—January 13, 2016

### CALENDAR OF EVENTS

December 16	Staff Meeting	10:00 a.m.
December 18	Staff Christmas Lunch	11:00—1:00
December 28	P & B Meeting	7:30 a.m.
December 24—25	Office Closed	Christmas
December 31	Office Closed	New Years Eve
January 1	Office Closed	New Years Day
January 4	C & C Meeting	4:30 p.m.
January 11	Board Meeting	7:00 p.m.



YOU'RE INVITED!

### CTRWD CHRISTMAS LUNCHEON

Friday December 18

11:00 am

Ham & Turkey

*Provided by the District*

Pitch in for the "sides" and desserts

Games/Prizes

Gift Exchange (\$15 Limit)

(optional)

R.S.V.P. shelly.keefe@ctrwd.org

*Let me know what you will pitch in when you R.S.V.P.*



### BIRTHDAYS

Leonard King Jr.

Dec. 13



Clay Township Regional Waste District  
2015

Selected Statistics 2015 Summary	January	February	March	April	May	June	July	Aug	Sept	Oct	Nov	2015 Monthly Average	2015 YTD	2014 Monthly Avg Through November	2014 Total Through November
<b>Maintenance Information</b>															
Lateral Inspections	29	19	24	36	38	35	21	38	33	23	35	30	331	35	388
Certified I&I Inspections	50	41	44	68	68	77	82	63	50	56	34	58	633	63	690
Failed I&I Inspections	0	0	0	0	2	0	0	0	1	0	3	1	6	1	6
Customer Work Requests	0	2	1	0	1	0	0	0	0	0	0	0	4	3	30
Sewer Locates	774	562	841	732	878	923	986	905	719	577	555	768	8,452	724	7,965
Manholes Added	90	22	12	5	1	65	16	0	0	65	1	25	277	7	82
Total # of Manholes	5,404	5,426	5,438	5,443	5,444	5,509	5,525	5,525	5,525	5,590	5,591	N/A	5,591	N/A	5,396
Manholes Inspected	0	0	13	176	248	400	50	40	0	564	263	159	1,754	17	185
Feet of Sewer Added	1,921	4,450	1,812	1,165	0	490	4,513	0	163	15,358	674	2,777	30,546	2,049	22,544
Total Footage of Sewers	1,494,512	1,498,962	1,500,774	1,501,939	1,501,939	1,502,429	1,506,942	1,506,942	1,507,105	1,522,463	1,523,137	NA	1,523,137	N/A	1,492,486
Feet of Sewer Televised	0	0	0	0	0	0	27,646	45,247	25,647	1,128	15,962	10,512	115,630	0	0
Feet of Sewer Cleaned	0	0	0	0	8,854	3,788	822	3,706	0	0	0	1,561	17,170	10,690	117,591
Overflows	0	0	0	1	0	0	1	0	0	0	0	0	2	1	12
<b>Station 1 (Carmel Creek) Info</b>															
Rainfall / Precipitation (inches)	1.29	0.52	2.71	4.95	3.84	7.49	6.56	1.79	1.81	1.10	2.48	3.14	34.54	3.21	35.30
Total Flow (gallons)	45,170,000	40,860,000	59,240,000	62,760,000	47,420,000	52,340,000	56,350,000	50,920,000	51,360,000	51,000,000	45,030,000	51,131,818	562,450,000	53,332,000	586,647,000
Average Daily Flow (gallons)	1,505,667	1,459,286	1,910,968	2,092,000	1,529,677	1,744,667	1,817,742	1,642,581	1,712,000	1,645,161	1,501,000	1,687,341	N/A	1,766,000	N/A
Minimum Flow (gallons)	1,230,000	1,150,000	1,210,000	1,180,000	990,000	1,190,000	1,070,000	1,300,000	1,520,000	1,520,000	1,140,000	1,227,273	990,000	1,259,000	890,000
<b>Michigan Road Plant Info</b>															
Total Flow (gallons)	89,869,000	71,146,000	83,530,000	92,248,000	75,572,000	90,202,000	95,212,000	68,101,000	58,573,000	65,240,000	70,262,000	78,178,000	859,955,000	75,591,000	831,504,000
Maximum Daily Flow (gallons)	3,242,000	2,772,000	3,677,000	5,307,000	2,980,000	5,817,000	5,835,000	2,617,000	2,583,000	3,093,000	3,962,000	3,808,000	5,835,000	3,760,000	6,559,000
Average Daily Flow (gallons)	2,899,000	2,540,929	2,694,516	3,074,933	2,437,806	3,006,733	3,071,355	2,196,806	1,952,433	2,105,000	2,342,067	2,575,000	N/A	2,512,000	N/A
Minimum Daily Flow (gallons)	2,361,000	1,974,000	2,063,000	2,405,000	2,155,000	2,041,000	1,610,000	1,854,000	1,632,000	1,312,000	1,930,000	1,940,000	1,312,000	1,983,000	1,478,000
Total Flow to Both Plants	135,039,000	112,006,000	142,770,000	155,008,000	122,992,000	142,542,000	151,562,000	119,021,000	109,933,000	116,240,000	115,292,000	129,310,000	1,422,405,000	128,923,000	1,418,151,000
<b>Biosolids Handling</b>															
Wasted (Biosolids) (gallons)	1,726,360	1,761,800	1,734,670	1,476,620	1,490,770	1,663,510	1,613,020	1,762,710	1,519,970	1,596,280	1,136,100	1,589,000	17,482,000	1,313,000	14,445,665
Dewatered (gallons)	899,000	1,141,200	684,400	393,800	430,000	585,800	785,700	755,500	653,300	849,100	346,000	684,000	7,524,000	568,000	6,247,380
Digested Sludge Withdrawn (gals)	858,300	732,000	910,000	958,000	708,000	1,046,000	622,000	757,000	828,000	389,000	464,100	752,000	8,272,000	656,000	7,212,500
<b>Customer Information</b>													14,246		
New Sewer Service Accounts	25	13	24	26	19	22	30	23	19	26	19	22	246	28	304
Permits Issued	23	23	35	16	22	25	46	26	24	32	24	27	296	28	308

# Clay Township Regional Waste District 2014

Selected Statistics 2014 Summary	January	February	March	April	May	June	July	Aug	Sept	Oct	2014 Monthly Average	2014 YTD	2013 Monthly Average December	2013 Total Through December
<b>Maintenance Information</b>														
Lateral Inspections	16	27	45	37	36	34	38	39	45	43	34	411	47	567
Certified I&I inspections	39	49	59	69	75	91	79	54	51	79	63	752	90	1,082
Failed I&I Inspections	1	0	1	0	1	1	0	1	1	0	0.7	8	1	13
Customer Work Requests	1	0	2	1	2	2	4	5	5	7	3	30	1	6
Sewer Locates	446	555	1073	584	574	728	784	783	995	786	723	8,675	414	4,968
Manholes Added	0	0	7	1	1	0	9	16	23	0	7	81	8	94
Total # of Manholes	5314	5314	5321	5322	5,323	5323	5332	5,348	5371	5371	N/A	5,395	N/A	5,314
Manholes Inspected	2	0	112	0	0	0	0	0	16	10	17	206	25	305
Feet of Sewer Added	3645	0	1659	223	29	0	2449	2,577	9161	15	1,887	22,649	1,732	20,787
Total Footage of Sewers	1,473,587	1473587	1,475,246	1475469	1,475,498	1475498	1,477,947	1,480,524	1,489,685	1,489,700	N/A	1,492,591	N/A	1,469,942
Feet of Sewer Televised	0	0	0	0	0	0	0	0	0	0	707	8,482	4,814	57,762
Feet of Sewer Cleaned	0	0	0	0	20,238	23,648	26415	1,472	15366	14131	9,799	117,591	29,046	348,554
Overflows	1	0	0	7	1	1	1	0	1	0	1	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	2.99	35.89	3.63	43.50
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	53,046,000	636,547,000	66,878,000	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	1,753,000	N/A	2,213,000	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	1,254,000	890,000	1,664,000	1,350,000
<b>Michigan Road Plant Info</b>														
Total Flow (in gallons)	70,517,000	70588000	76,968,000	78,502,000	69450000	77,145,000	75,139,000	74,811,000	71,556,000	87,512,000	75,977,000	911,724,000	63,045,000	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	3,724,000	6,559,000	3,369,000	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	2,526,000	N/A	2,070,000	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	2,001,000	1,478,000	1,589,000	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	129,023,000	1,548,271,000	129,923,000	1,559,070,000
<b>Biosolids Handling</b>														
Wasted (Biosolids) (in gallons)	1,090,740	1193580	1,341,510	1,151,470	1231000	1,271,260	1,519,720	1,044,565	1,693,090	1535860	1,307,000	15,682,000	1,329,000	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	550,000	6,597,000	763,000	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	661,000	7,936,000	497,000	5,959,200
<b>Customer Information</b>												14,000		
New Sewer Service Accounts	29	29	25	21	24	29	22	27	28	32	28	334	34	404
Permits Issued	29	25	31	26	26	26	37	33	19	32	27	322	39	467



## BUDGET & FINANCE COMMITTEE

Friday, December 4, 2015 @ 7:30 A.M.

### Memorandum

Present: Committee Chair Jane Merrill, Committee Member Eric Hand, Carl Mills, Board Member Michael McDonald, Legal Counsel Scott Wyatt, Utility Director Drew Williams, Controller Ron Hansen, and Customer Service Manager Terri Kreyling.

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

O.W. Krohn Report - Carmel Proposed Surcharge – The Committee voted to recommend to the Board that Carmel's proposed change to the surcharge calculation be rejected.

Ms. Merrill left the meeting at 7:54 a.m.

Cash Forecast – Mr. Hansen presented the cash forecast table and charts. He noted that the updated charts are based on the 2016 Budget and proposed capital budget. Mr. Hansen proceeded to review the assumptions including a 5% customer rate increase per year. The charts show the next five year's forecast to 2020. In years 2021 to 2023, \$15 million in spending from the Plant Expansion fund is budgeted for the final buildout of the treatment plant. Mr. Williams pointed out the negative balances in the Interceptor fund chart due to the full buildout by 2020. He noted that the interceptor and plant expansion fees have not been raised for several years. Mr. Mills stated that we should be talking about increasing these fees. These fees would not be charged to existing customers but only to new customers when they sign up for service. A question was raised regarding the 5% increase limit on customer rates and if this limit applies to the two fees. Mr. Wyatt said he would discuss this issue with Mrs. Poindexter and get back to the committee. Mr. Hansen reminded everyone that the next committee meeting was in two weeks, on December 18.

Mr. Hand asked what was driving the interceptor buildout by 2020 when the fees would not be collected in full until 2028. He also noted the low capital spending in 2015 and wondered if we would be spending everything that was being budgeted for 2016 and future years. Four large projects in 2015 will have lower than budgeted spending of \$5.8 million. Three of the four projects are being moved to 2016 and there will lower spending on the fourth project – Basin One Wet Weather Solution. After further discussion, the Committee requested that Mr. Hansen prepare a report for the next 18 months showing carryover capital projects from 2015 and ranking the projects by need and likelihood that the funds will be spent. The interceptor and plant expansion fees will be discussed at the next meeting.

Financial Statements and Investments – Mr. Hansen reviewed the October financial performance. All of the variances were positive. Sales were above budget while Operating Expenses were slightly below budget. Net Income was 65% over budget for the month. The performance for the year mirrors that of the month. Sales were above budget and expenses below budget. Net Income was 33% over budget. Cash balances also increased in October by \$114,000 and \$2,234,000 for the year.

Other Business – Mr. Williams told the committee that the District has been using a local public relations firm - Sease, Gerig & Associates to help prepare for the District's 40<sup>th</sup> anniversary. The firm will also be used to help with any public relations issues. Mr. Williams indicated that he did not want to get caught unprepared as with the detention tank issue.

Mr. Williams revisited the subject of changing the name of the district. He handed out an article from the Water Environment Federation on getting away from using the term "Wastewater Treatment Plant". Mr. Williams said that the staff had discussed the idea of renaming the Michigan Road WWTP, which is not on Michigan Road, to the Eagle Creek Water Reclamation Facility. A brief discussion followed.

The meeting was adjourned at 8:45 a.m.

The next meeting is scheduled for Friday, December 18, 2015 at 7:30 a.m.

Respectfully submitted,

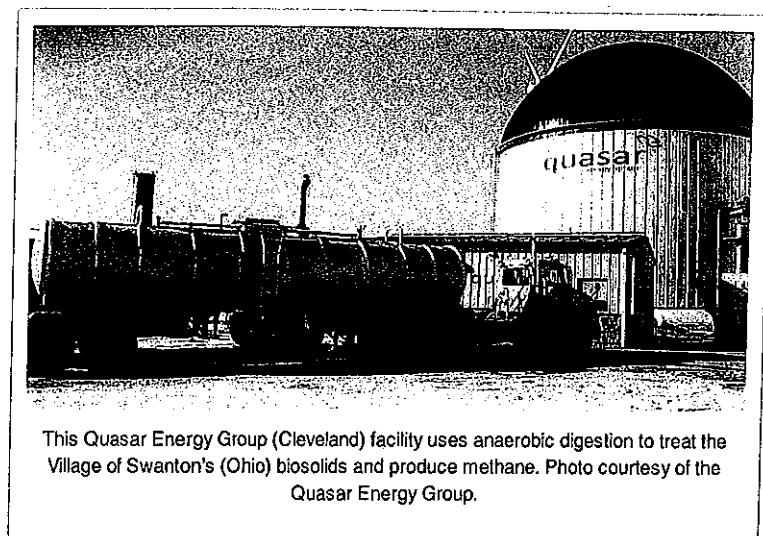
A handwritten signature in cursive script that reads "Ron Hansen".

Ron Hansen  
Controller

## Changing the Terms

*Water resource recovery facility terminology gains momentum*

# Handout



This Quasar Energy Group (Cleveland) facility uses anaerobic digestion to treat the Village of Swanton's (Ohio) biosolids and produce methane. Photo courtesy of the Quasar Energy Group.

Last year, the Water Environment Federation (WEF; Alexandria, Va.) formally began using the term, **water resource recovery facility (WRRF)**, in place of **wastewater treatment plant** and other conventional names. A task force appointed by the WEF Committee Leadership Council was tasked with developing a list of new terms, discussing them, and selecting one to use. **Water resource recovery facility** was adopted after the WEF Board of Trustees reviewed and approved the change in July 2012. It focuses on the products and benefits of treatment rather than the waste coming into facilities.

"WEF changing 'wastewater treatment plant' to 'water resource recovery facility' is the kind of thing that we need. Words are powerful; they motivate people. They mean something," said Julian Sandino, a vice president at CH2M Hill (Englewood, Colo.), during a luncheon hosted by the U.S. chapter of the Inter-American Association of Sanitary & Environmental Engineering (Arlington, Va.).

The name change reflects a changing paradigm in the water sector, focusing on resource recovery. And this shift has occurred before, with the evolution of WEF's name from the Federation of Sewage Works Associations to the Federation of Sewage and Industrial Wastes Associations to the Water Pollution Control Federation. WEF adopted the current name in 1991 to reflect an expanded focus of nonpoint and point sources of pollution.

"Even at WEF our name has changed with the times," Sandino said. "This trend toward resource recovery, we're already part of it," he added.

The Michigan Water Environment Association (MWEA) adopted WRRF. Dave Vago, past president of MWEA, introduced the term and revealed the MWEA board's endorsement of it to members in the December 2013 issue of the *Matters* magazine, said Jerry Harte, MWEA executive director.

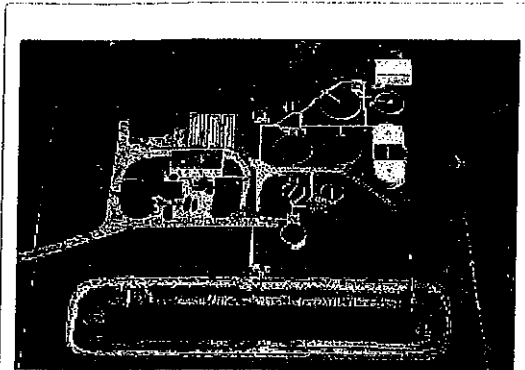
"We are fully behind and committed to supporting the concept," Harte said.

The article initiated MWEA's use of the term, which even appears in the title of the informational pamphlet, "Water Resource Recovery Management Handbook for Community Officials." The pamphlet gives local decision-makers an overview of the treatment process and describes wastewater treatment as water resource recovery. In addition, a MWEA program for continued training of professionals has been named Water Resource Recovery Technician Credential, Harte said. The title of the program is announced and explained many times each year, he added. Harte also speaks at many events every year, explaining and endorsing the "WRRF concept at each event," he said.

The Village of Swanton (Ohio), a WEF member, is considering adopting the term for its wastewater treatment plant. Currently, the village council is discussing the change. Both the council and village mayor would have to approve the change, said Steve Geise, superintendent of the village's wastewater treatment plant.

"WEF is recommending it to focus more on the products and benefits of treatment than the waste coming into the facilities," Geise said. "I feel that a name change would recognize Swanton as a leader in preserving the environment," he explained.

In addition, the village works to exemplify a WRRF. In 2013, it began transporting all the biosolids produced to a Quasar Energy Group (Cleveland) facility that uses anaerobic digestion to treat biosolids and produce methane. The energy produced from the village's biosolids equals about 9030 kWh/month, enough to power about 10 U.S. homes throughout the year, Geise said.



The Village of Swanton (Ohio), a WEF member, is considering adopting the term water resource recovery facility to reflect the products and benefits generated by wastewater treatment. Photo courtesy of the Village of Swanton's (Ohio) wastewater treatment plant.

— Jennifer Fulcher, *WEF Highlights*

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## MEMORANDUM

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**To: Board of Trustees**

**From: Ron Hansen**

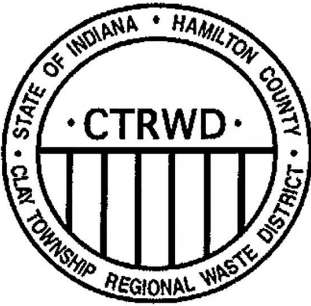
**Date: December 8, 2015**

**Subject: Carmel Surcharge Negotiation Status**

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The Budget & Finance Committee discussed the Carmel surcharge proposal. The Committee voted to recommend that the Board formally reject the proposal.

**Recommended Action:** Reject the Carmel surcharge proposal.



## PERSONNEL & BENEFITS COMMITTEE

Monday November 23, 2015 @ 7:30 A.M.

Present: Committee Chair Barbara Lamb, Utility Director Drew Williams, Customer Service Manager Terri Kreyling

Absent: Chuck Ford and Michael McDonald

The Committee did not have a quorum. Mr. Williams provided Ms. Lamb the following updates.

### Staffing – Collections Superintendent Position

Mr. Williams is proposing that the current vacant collections position be used to create a Collections Superintendent position. The Collections Superintendent position would be slotted in the same pay grade as the Plant Superintendent. The vacant position was an Operator position with a pay range of 19.19 to 25.94 (non-exempt). The Superintendent position pay range is 29.11 to 43.67 (exempt).

### Salary Ordinance

Mr. Williams explained that the ranges in the proposed 2016 Salary Ordinance have been adjusted by 2.7%.

### 2016 Dental Insurance

Staff met with our broker Nick Loannacci from Huntington Insurance, on November 17 to discuss dental insurance proposals. The current provider is MetLife Insurance and their 2016 renewal quote contains a 15% increase. Nick stated that the District's claims are currently 8% higher than the insurance premiums and that is the reason for the large increase. Four proposals from other vendors were received but did not include orthodontia coverage. Ms. Lamb did not like the idea of eliminating the orthodontia coverage to avoid an increase in rates.

### Health Insurance

Mr. Williams mentioned that there have been discussions in the past about providing incentives to employees who do not take the District's insurance coverage since it is a substantial savings for the District. There was discussion about the options such as providing a payment that matches the amount currently directed into the Health Savings Accounts and spousal incentives to take their own employer's coverage. Ms. Lamb indicated that she has seen mixed results in the past with incentives. This will be a matter to discuss further in the coming year.

Respectfully submitted,

Andrew Williams  
Utility Director



## MEMORANDUM

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**To: Board of Trustees**  
**From: Andrew Williams**  
**Date: December 9, 2015**  
**Subject: Salary Ordinance**

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Attached is the proposed 2016 Salary Ordinance. The ranges have been adjusted by 2.7%.

The Salary Ordinance also includes the addition of the Collections Superintendent position. I propose that the current vacant collections position be used to create a Collections Superintendent position that would manage 5 employees and oversee the operations of the collections system.

Over the past ten years we have tried a few different supervisor approaches at the WWTP. Currently the Plant Superintendent has 9 direct reports. Six focus on the collections system maintenance and three on plant/treatment.

The Collections Superintendent position is slotted in the same pay grade as the Plant Superintendent.

## Ordinance 12-14-2015

An Ordinance establishing updated positions and salaries for various Clay Township Regional Waste District (hereinafter "District") staff and other salary related matters.

WHEREAS, the District requires a staff of full and/or part time employees in order to carry out its mission and duties as a political subdivision of the State of Indiana and municipal corporation, and;

WHEREAS, the District Board of Trustees (hereinafter "Board") has adopted a number of ordinances, which have each pertained to salary matters for District staff; and;

WHEREAS, positions and salary ranges have been updated and need to be amended.

NOW THEREFORE, Be It Ordained by the Board that:

Effective January 1, 2016, the following amounts will be in force for exempt and non-exempt staff positions.

<b>POSITION TITLE</b>		
<b>Non-exempt Employees</b>	<b>Min. Hourly Rate</b>	<b>Max. Hourly Rate</b>
Chief Operator	\$ 23.05	\$ 29.91
Project Coordinator	\$ 23.05	\$ 29.91
Technical Specialist	\$ 23.05	\$ 29.91
Field Operations Specialist	\$ 19.71	\$ 26.64
Pretreatment Compliance Specialist	\$ 19.71	\$ 26.64
Laboratory Analyst	\$ 19.71	\$ 26.64
Operator	\$ 19.71	\$ 26.64
District Inspector/Locator	\$ 19.71	\$ 26.64
Utility Billing Specialist	\$ 17.50	\$ 24.68
Field Operations Technician	\$ 17.40	\$ 23.69
Customer Service Specialist	\$ 15.22	\$ 21.47
Administrative Assistant – Clerical	\$ 15.22	\$ 21.47
Administrative Assistant- Data	\$ 15.22	\$ 21.47
Laborer	\$ 14.00	\$ 19.50
Summer Intern	\$ 10.00	\$ 14.00
<b>Exempt Employees</b>	<b>Min. Salary</b>	<b>Max Salary</b>
Utility Director	\$ 79,470	\$113,920
Engineering Manager	\$ 68,902	\$103,353
Controller	\$ 58,308	\$ 87,461
District Engineer	\$ 58,308	\$ 87,461
Plant Superintendent	\$ 58,308	\$ 87,461
Collections Superintendent	\$ 58,308	\$ 87,461
Customer Service Manager	\$ 45,376	\$ 68,064

In the event of a conflict between this ordinance and previous ordinances, the most recent ordinance terms will prevail. Executed this 14th day of December 2015.

CLAY TOWNSHIP REGIONAL WASTE DISTRICT by its Trustees:

By: \_\_\_\_\_  
Marilyn Anderson

By: \_\_\_\_\_  
Eric Hand

By: \_\_\_\_\_  
Joseph Clark

By: \_\_\_\_\_  
Carl Mills

By: \_\_\_\_\_  
Jane Merrill

By: \_\_\_\_\_  
Barbara Lamb

By: \_\_\_\_\_  
Michael McDonald

By: \_\_\_\_\_  
Amanda Foley

By: \_\_\_\_\_  
Chuck Ford



## CAPITAL & CONSTRUCTION COMMITTEE

Monday, December 7, 2015 @ 4:30 P.M.

### Memorandum

Present: Committee Chair Joe Clark, Committee Members Marilyn Anderson and Amanda Foley, Utility Director Andrew Williams, Engineering Manager Wes Merkle, District Engineer Ryan Hartman, Legal Counsel Anne Hensley Poindexter.

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

Public Comments – There were no public comments.

Dedications – Mr. Hartman reported sanitary sewers for Ashmoor, Bonbar @ Monon Lake and Hidden Pines Section 1 are complete and ready for acceptance. The Committee will recommend the Board accept the dedication of these sanitary sewers.

Enterprise Asset Management System Upgrade – Staff publically advertised a Request for Proposals for a new Enterprise Asset Management System (EAMS) in September. Responses were received for Cartegraph OMS by Cartegraph Systems, Inc., Hiperweb by PSD Software, LLC, and Lucity by Lucity Inc. Representatives from each firm presented their products with follow up correspondence to help Staff make a recommendation.

The District has used Cartegraph Navigator for many years; however, many new features currently available with upgraded EAMS software offer Staff the opportunity for greatly increased efficiency and productivity.

Staff believes Hiperweb offers the most capability in terms of asset management as well as process management. Hiperweb is utilized by many other utilities of all sizes, and PSD Software allows users the opportunity to copy or build upon features already utilized by other utility customers. The budget for this project was \$200,000, based on an estimate provided by Cartegraph over a year ago.

The Committee will recommend the Board award the Enterprise Asset Management System contract to PSD Software, LLC in the amount of \$74,970.

#1511 - WWTP Improvement projects – Mr. Merkle reported this project was set up to include multiple smaller projects, two of which were in the capital budget. Piping modifications to the new digester were recommended in an operations audit performed by a consultant earlier this year. Four contractors were invited to submit

quotes. Quotes were received from Ottenweller Contracting LLC for \$71,500, and Pyramid Design and Construction Co., Inc. for \$97,500. Ottenweller was the lowest responsive and responsible quoter.

The Committee will recommend the Board award the Michigan Road WWTP Drying Bed Wall Reconstruction, Chemical Loading Containment, & Digester 5 Piping Modifications construction contract to Ottenweller Contracting LLC in the amount of \$71,500.

#1512 – Lift Station 22 Control Panel Replacements – Mr. Merkle reported this project includes replacement of electrical equipment and controls. Its purpose is to standardize and replace aging equipment, which has been done at many other smaller lift stations in recent years. Five contractors were invited to submit quotes. Quotes were received from Brand Electric, Inc. for \$16,250, Miller Eads Co., Inc. for \$14,970, and Connect Electric Inc. for \$14,600. Connect Electric provided the lowest responsive and responsible quote. The budget for this project is \$45,000, of which \$16,030 remains for the construction contract.

The Committee will recommend the Board award the Lift Station 22 Control Panel Replacement construction contract to Connect Electric Inc. in the amount of \$14,600.

#1506 – 2015 Manhole Rehabilitation – Mr. Merkle stated this project began after staff observed the worst I&I coming from parts of Basin 1 through flow metering during heavy rains last summer. These parts of Basin 1 were in and around Home Place, all constructed by the same contractor as part of the Division B sewers. Southern parts of Basin 1 exhibited moderate I&I as well.

The purpose of this project is to line manholes in order to effectively stop leaks. Also included in this work is chimney reconstruction, which is the upper part of manholes most prone to movement, deterioration, and infiltration. The District has had very good results with similar projects in Jordan Woods, along Carmel Creek, and other locations. Not only were wet weather peaks greatly reduced, base flows were also substantially reduced.

The project was publically bid. 19 contractors expressed interest in the project; however, only two bids were received: Culy Contracting, Inc. for \$649,250, and Kim Construction Company, Inc. for \$1,350,650. Culy was the lowest responsive and responsible bidder.

Mr. Clark expressed concern about the difference between the two bids and the number of bids received. Mr. Merkle explained that while Staff was disappointed more bids were not received; the engineer's estimate for this project was \$700,000, which was based on pricing from previous District manhole rehabilitation projects. Culy has done many previous manhole rehabilitation projects for the District and Staff considers Culy a reputable contractor. Many of the same products and

processes specified in this project were successfully used in previous projects. Some bidders expressed concern about the five year warranty requirement; however, Culy and Kim both stated they were comfortable with this requirement. Also Culy is based out of central Indiana while Kim is based out of Chicago, so Kim may have substantial travel and other costs.

Mr. Merkle noted this project includes approximately \$100,000 for manhole raising and repair throughout the District, which is typically done in multiple smaller contracts throughout the year and every year. This work was incorporated into the Basin 1 project to effectively “buy in bulk” and obtain better pricing.

The Committee will recommend the Board award the 2015 Manhole Rehabilitation contract to Culy Contracting, Inc. in the amount of \$649,250.

Capital Budget – Mr. Williams and Mr. Merkle highlighted several items that have been updated by Staff.

- Project 1505 – Odor Control Upgrades at the WWTP was moved to 2016 and increased to \$1.2 million based on preliminary recommendations from the odor consultant. This cost may be adjusted after a final report is received on this study.
- Project 2101 – WWTP Expansion was added to the capital budget. Additional daily treatment capacity will be needed in 2023 based on the growth over the last six years. The total cost is estimated at \$15.5 million, which is in addition to the other projects that will be needed sooner and already shown in the five year capital budget.
- Project 1506 – Basin 1 Wet Weather Solutions budget was reduced since the District has continued to pursue I&I removal. After the manhole rehab project already discussed, Staff anticipates several years of spot repairs to mains and possibly sewer lining in Basin 1.
- Projects 1502 & 1601 – Most of these costs were shifted to 2016. Lift Station 2 work is underway and will be completed in spring. Staff expects to bid the 106<sup>th</sup> Street Parallel Force main early in the year if remaining easements can be acquired.
- Project 1507 – Lift Station 16 reconstruction was moved to late 2016 due to timing of The Farm development at Michigan Road and Sycamore (116<sup>th</sup>) Street. The lift station is being rebuilt and upsized to accommodate this development and buildout growth elsewhere in this basin.

Updated project fact sheets and an updated master plan map were provided. Mr. Merkle noted that the four-digit project number is provided on the map, fact sheets, and capital budget for easy reference.

Mr. Williams reported that members of the Budget and Finance (B&F) Committee were concerned about maintaining adequate fund balances, project delays, and a need to increase rates or fees to cover costs.

Mr. Merkle noted Staff had already conducted a study to determine the adequacy of existing interceptor and EDU fees. Interceptor fees generally fund projects that enhance capacity in the collection system. Based on available funds, remaining projects and future growth to buildout, Staff expects sufficient funds to cover the cost these projects. EDU fees pay for increased capacity at the WWTP. Staff believes this fee needs to increase to around \$2,300 per EDU to cover plant expansion costs through buildout. Mr. Williams noted that the current fee of \$1,650 has not changed in about 10 years. Mr. Williams stated this will be worked out by the B&F Committee in the future.

Committee members discussed approving the capital budget this month or waiting until next month after other Board members have worked out their concerns. The Committee will recommend the Board approve the capital budget pending the same recommendation from the B&F Committee.

#### UPDATES:

Capital projects & construction update – Mr. Merkle provided the Committee with a brief update on the following projects:

##### 1. Capital Projects & Construction

- a. #1501 – Lift Station 1 VFD Replacements – This project has reached substantial completion.
- b. #1502 – Lift Station 2 Pump Replacements & Standby Power Upgrades – Work on the new electrical building is underway. It should be complete in January; at which time most other work will be indoors or below grade. The overall project should be complete in May.
- c. #1503 – NE Regional Lift Station (Jackson's Grant) – Construction of the new regional lift station should be complete within the next month.
- d. #1505 – WWTP Odor Control Study – The study is complete and staff has reviewed the draft report. Findings and recommended odor treatment technologies were discussed. The consultant will soon submit a revised report based on Staff comments. Staff will then select the best technology and begin design work.
- e. #1507 – Lift Station 16 Relocation – Project on hold, due to delays related to The Farm development.
- f. #1509 – Ream Creek Sewer Relocation – This work includes relocating the Southern Interceptor in Basin 1 due to Ream Creek drainage improvement work by Hamilton County Surveyor. The site is just north of I-465 near The Retreat condominiums. Design is complete and Staff is contacting property owners about easements.
- g. #1510 – Cedar Point Sewer Extension – Staff recently conducted a pre-construction meeting with the contractor. Work on site will not begin until after the New Year.
- h. #1601 – 106<sup>th</sup> Street Parallel Force main – Most easements have been acquired or agreements have been reached. Several property owners are

negotiating. One homeowner remains a holdout as nobody has been able to contact her. Mrs. Poindexter is working on finding her. Once easements are acquired the project can go to bid and construction. .

## 2. Carmel Surcharge

Mr. Williams reported that the B&F Committee will recommend the Board not accept Carmel's proposal.

The committee directed Mr. Williams and Mrs. Poindexter to explore potential arbitrators.

The meeting was adjourned at 6:09 p.m.

Date of the next C&C meeting: Monday, January 4, 2016 at 4:30 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Wes Mekle', written over a horizontal line.

Wes Mekle  
Engineering Manager



## MEMORANDUM

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**To: Board of Trustees**  
**From: Ryan Hartman**  
**Date: December 2, 2015**  
**Subject: Dedication**

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Ashmoor, Bonbar @ Monon Lake, and Hidden Pines Sec. 1 are complete and ready for acceptance.

Recommended Action: Accept the dedication of Ashmoor, Bonbar @ Monon Lake and Hidden Pines Sec. 1, sanitary sewers.

## MAINTENANCE AGREEMENT

THIS AGREEMENT, entered into as of the 14 day of DECEMBER 2015 by and between the Clay Township Regional Waste District, a political subdivision and municipal corporation existing under the laws of the State of Indiana (the "District") and RH OF INDIANA, LP (the "Owner/Developer"), WITNESSES THAT:

WHEREAS, the Owner/Developer has caused to be constructed under private contract certain sewer facilities to serve ASHMOOR, which have been connected to the District's system (the "Sewer Facilities"); and

WHEREAS, by separate documents being delivered concurrently herewith, the Owner/Developer is conveying title to the Sewer Facilities to the District and is providing or has provided the District with all other documentation required under Ordinance 12-10-2001 as well as other Ordinances, Policies or Procedures for Assignment and Dedication to the Clay Township Regional Waste District of Sewers and Related Facilities Constructed Under Private Contract as may be adopted by the District's Board of Trustees; and

WHEREAS, prior to accepting the Sewer Facilities as a part of its system, the District has required that the Owner/Developer enter into this Maintenance Agreement and the Owner/Developer is willing to do so;

NOW THEREFORE, in consideration of the covenants, agreements and undertakings hereinafter provided, and each act to be performed hereunder, the District and the Owner/Developer agree that:

1. Indemnification Regarding Costs of Constructing the Sewer Facilities. The Owner/Developer, its successors and assigns, shall defend, indemnify and hold harmless the District from any claims, demands, liens and suits by any person for the payment for labor, materials or equipment furnished or used in constructing and installing the Sewer Facilities.

2. District's Responsibility for Maintenance of the Sewer Facilities. Following the Owner/Developer's conveyance of title to the Sewer Facilities to the District, the District shall have full and exclusive responsibility for the operation, control and maintenance of the Sewer Facilities, except as limited by paragraph 3 below.

3. Owner/Developer's Responsibility for Cost of the Maintenance of the Sewer Facilities. For a period of three (3) years following the effective date of this Agreement, the Owner/Developer, its successors and assigns, shall remain responsible for, and pay the cost of, the maintenance and repair of the Sewer Facilities to the extent such maintenance and repair (a) is required because the Sewer Facilities no longer are in compliance with the performance standards required by the District's ordinances or cannot pass performance tests which were conducted on the Sewer Facilities prior to their dedication to and acceptance by the District, (b) is not routine maintenance for which the District is responsible, and (c) was not caused by the acts or omissions of the employees, agents or contractors of the District. If repairs or maintenance are required to the Maintenance Agreement

Sewer Facilities and the District contends the Owner/Developer is responsible for such repairs or maintenance, the District will so notify the Owner/Developer in writing and give the Owner/Developer a reasonable period of time, consistent with the need for the repairs or maintenance required, to take whatever corrective action is required including, but not limited to warranty repairs authorized by manufacturers or materialmen. If the defect or problem requiring repair or maintenance has created an emergency requiring immediate corrective action, the District shall so notify the Owner/Developer and if the Owner/Developer is not able to respond immediately, the District shall take whatever action necessary and as soon thereafter as possible notify the Owner/Developer in writing of the nature of the corrective action taken and the cost thereof. In the event the Owner/Developer disputes the District's determination that the Owner/Developer is responsible for any particular repair or maintenance activity,


the Owner/Developer shall be entitled to a hearing before the District's Board of Trustees to challenge the District's determination.

4. Assignment of Warranties. The Owner/Developer hereby assigns to the District, non-exclusively for three (3) years following the effective date of the agreement and exclusively thereafter, all of its rights, duties and obligations under any and all warranties, express or implied, issued in the favor of the Owner/Developer by its contractors or suppliers with respect to the Sewer Facilities. Concurrently herewith, the Owner/Developer has provided to the District copies of all written warranties which it has received from its contractors or suppliers with respect to the Sewer Facilities.

5. Termination. This Agreement shall terminate and be of no further force on the third anniversary of the date first above written.

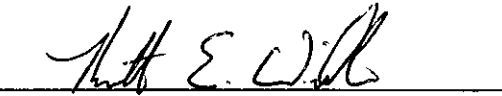
IN WITNESS WHEREOF, the District and the Owner/Developer have caused this Maintenance Agreement to be executed as of the date first above written.

CLAY TOWNSHIP REGIONAL WASTE DISTRICT

By:   
President

Printed Name \_\_\_\_\_

OWNER/DEVELOPER

By: RH OF INDIANA LP  


(Title)

Printed Name KENNETH E. WINDLER

## ATTACHMENT 7

### MAINTENANCE AGREEMENT

THIS AGREEMENT, entered into as of the 29 day of SEPTEMBER 2015 by and between the Clay Township Regional Waste District, a political subdivision and municipal corporation existing under the laws of the State of Indiana (the "District") and M/I HOMES (the "Owner/Developer"), WITNESSES THAT:

WHEREAS, the Owner/Developer has caused to be constructed under private contract certain sewer facilities to serve BONBAR AT MONON LAKE, which have been connected to the District's system (the "Sewer Facilities"); and

WHEREAS, by separate documents being delivered concurrently herewith, the Owner/Developer is conveying title to the Sewer Facilities to the District and is providing or has provided the District with all other documentation required under Ordinance 12-10-2001 as well as other Ordinances, Policies or Procedures for Assignment and Dedication to the Clay Township Regional Waste District of Sewers and Related Facilities Constructed Under Private Contract as may be adopted by the District's Board of Trustees; and

WHEREAS, prior to accepting the Sewer Facilities as a part of its system, the District has required that the Owner/Developer enter into this Maintenance Agreement and the Owner/Developer is willing to do so;

NOW THEREFORE, in consideration of the covenants, agreements and undertakings hereinafter provided, and each act to be performed hereunder, the District and the Owner/Developer agree that:

1. Indemnification Regarding Costs of Constructing the Sewer Facilities. The Owner/Developer, its successors and assigns, shall defend, indemnify and hold harmless the District from any claims, demands, liens and suits by any person for the payment for labor, materials or equipment furnished or used in constructing and installing the Sewer Facilities.

2. District's Responsibility for Maintenance of the Sewer Facilities. Following the Owner/Developer's conveyance of title to the Sewer Facilities to the District, the District shall have full and exclusive responsibility for the operation, control and maintenance of the Sewer Facilities, except as limited by paragraph 3 below.

3. Owner/Developer's Responsibility for Cost of the Maintenance of the Sewer Facilities. For a period of three (3) years following the effective date of this Agreement, the Owner/Developer, its successors and assigns, shall remain responsible for, and pay the cost of, the maintenance and repair of the Sewer Facilities to the extent such maintenance and repair (a) is required because the Sewer Facilities no longer are in compliance with the performance standards required by the District's ordinances or cannot pass performance tests which were conducted on the Sewer Facilities prior to their dedication to and acceptance by the District, (b) is not routine maintenance for which the District is responsible, and (c) was not caused by the acts or omissions of the employees, agents or contractors of the District. If repairs or maintenance are required to the Maintenance Agreement

Sewer Facilities and the District contends the Owner/Developer is responsible for such repairs or maintenance, the District will so notify the Owner/Developer in writing and give the Owner/Developer a reasonable period of time, consistent with the need for the repairs or maintenance required, to take whatever corrective action is required including, but not limited to warranty repairs authorized by manufacturers or materialmen. If the defect or problem requiring repair or maintenance has created an emergency requiring immediate corrective action, the District shall so notify the Owner/Developer and if the Owner/Developer is not able to respond immediately, the District shall take whatever action necessary and as soon thereafter as possible notify the Owner/Developer in writing of the nature of the corrective action taken and the cost thereof. In the event the Owner/Developer disputes the District's determination that the Owner/Developer is responsible for any particular repair or maintenance activity,

the Owner/Developer shall be entitled to a hearing before the District's Board of Trustees to challenge the District's determination.

4. Assignment of Warranties. The Owner/Developer hereby assigns to the District, non-exclusively for three (3) years following the effective date of the agreement and exclusively thereafter, all of its rights, duties and obligations under any and all warranties, express or implied, issued in the favor of the Owner/Developer by its contractors or suppliers with respect to the Sewer Facilities. Concurrently herewith, the Owner/Developer has provided to the District copies of all written warranties which it has received from its contractors or suppliers with respect to the Sewer Facilities.

5. Termination. This Agreement shall terminate and be of no further force on the third anniversary of the date first above written.

IN WITNESS WHEREOF, the District and the Owner/Developer have caused this Maintenance Agreement to be executed as of the date first above written.

CLAY TOWNSHIP REGIONAL WASTE DISTRICT

By: Marilyn Anderson  
President

Printed Name \_\_\_\_\_

OWNER/DEVELOPER

By: Cliff White  
DIVISION PRESIDENT

(Title)

Printed Name CLIFF WHITE

## ATTACHMENT 7

### MAINTENANCE AGREEMENT

THIS AGREEMENT, entered into as of the 14TH day of OCTOBER, 20 15 by and between the Clay Township Regional Waste District, a political subdivision and municipal corporation existing under the laws of the State of Indiana (the "District") and PULTE HOMES OF INDIANA (the "Owner/Developer"), WITNESSES THAT:

WHEREAS, the Owner/Developer has caused to be constructed under private contract certain sewer facilities to serve HIDDEN PINES Sec 1, which have been connected to the District's system (the "Sewer Facilities"); and

WHEREAS, by separate documents being delivered concurrently herewith, the Owner/Developer is conveying title to the Sewer Facilities to the District and is providing or has provided the District with all other documentation required under Ordinance 12-10-2001 as well as other Ordinances, Policies or Procedures for Assignment and Dedication to the Clay Township Regional Waste District of Sewers and Related Facilities Constructed Under Private Contract as may be adopted by the District's Board of Trustees; and

WHEREAS, prior to accepting the Sewer Facilities as a part of its system, the District has required that the Owner/Developer enter into this Maintenance Agreement and the Owner/Developer is willing to do so;

NOW THEREFORE, in consideration of the covenants, agreements and undertakings hereinafter provided, and each act to be performed hereunder, the District and the Owner/Developer agree that:

1. Indemnification Regarding Costs of Constructing the Sewer Facilities. The Owner/Developer, its successors and assigns, shall defend, indemnify and hold harmless the District from any claims, demands, liens and suits by any person for the payment for labor, materials or equipment furnished or used in constructing and installing the Sewer Facilities.

2. District's Responsibility for Maintenance of the Sewer Facilities. Following the Owner/Developer's conveyance of title to the Sewer Facilities to the District, the District shall have full and exclusive responsibility for the operation, control and maintenance of the Sewer Facilities, except as limited by paragraph 3 below.

3. Owner/Developer's Responsibility for Cost of the Maintenance of the Sewer Facilities. For a period of three (3) years following the effective date of this Agreement, the Owner/Developer, its successors and assigns, shall remain responsible for, and pay the cost of, the maintenance and repair of the Sewer Facilities to the extent such maintenance and repair (a) is required because the Sewer Facilities no longer are in compliance with the performance standards required by the District's ordinances or cannot pass performance tests which were conducted on the Sewer Facilities prior to their dedication to and acceptance by the District, (b) is not routine maintenance for which the District is responsible, and (c) was not caused by the acts or omissions of the employees, agents or contractors of the District. If repairs or maintenance are required to the Maintenance Agreement

Sewer Facilities and the District contends the Owner/Developer is responsible for such repairs or maintenance, the District will so notify the Owner/Developer in writing and give the Owner/Developer a reasonable period of time, consistent with the need for the repairs or maintenance required, to take whatever corrective action is required including, but not limited to warranty repairs authorized by manufacturers or materialmen. If the defect or problem requiring repair or maintenance has created an emergency requiring immediate corrective action, the District shall so notify the Owner/Developer and if the Owner/Developer is not able to respond immediately, the District shall take whatever action necessary and as soon thereafter as possible notify the Owner/Developer in writing of the nature of the corrective action taken and the cost thereof. In the event the Owner/Developer disputes the District's determination that the Owner/Developer is responsible for any particular repair or maintenance activity,

the Owner/Developer shall be entitled to a hearing before the District's Board of Trustees to challenge the District's determination.

4. Assignment of Warranties. The Owner/Developer hereby assigns to the District, non-exclusively for three (3) years following the effective date of the agreement and exclusively thereafter, all of its rights, duties and obligations under any and all warranties, express or implied, issued in the favor of the Owner/Developer by its contractors or suppliers with respect to the Sewer Facilities. Concurrently herewith, the Owner/Developer has provided to the District copies of all written warranties which it has received from its contractors or suppliers with respect to the Sewer Facilities.

5. Termination. This Agreement shall terminate and be of no further force on the third anniversary of the date first above written.

IN WITNESS WHEREOF, the District and the Owner/Developer have caused this Maintenance Agreement to be executed as of the date first above written.

CLAY TOWNSHIP REGIONAL WASTE DISTRICT

By: \_\_\_\_\_

President

Printed Name \_\_\_\_\_

OWNER/DEVELOPER

By: \_\_\_\_\_

(Title)

Printed Name \_\_\_\_\_



## MEMORANDUM

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**To: Board of Trustees**

**From: Wes Merkle & Scot Watkins**

**Date: December 4, 2015**

**Subject: Enterprise Asset Management System Upgrade**

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Staff publically advertised a Request for Proposals for a new Enterprise Asset Management System (EAMS) in September. Responses were received from Cartegraph OMS by Cartegraph Systems, Inc., Hiperweb by PSD Software, LLC, and Lucy by Lucy Inc. Representatives from each firm presented their products with follow up correspondence to help Staff make a recommendation.

System	Cost through year 1	Cost through year 5
Cartegraph	\$124,250	\$244,410
Hiperweb	\$74,970	\$134,970
Lucy	\$86,500	\$166,700

The District has used Cartegraph Navigator for many years; however, many new features currently available with upgraded EAMS software offer Staff the opportunity for greatly increased efficiency and productivity.

Staff believes Hiperweb offers the most capability in terms of asset management as well as process management. Hiperweb is utilized by many other utilities of all sizes, and PSD Software allows users the opportunity to copy or build upon features already utilized by other utility customers.

Recommended Action: Award the Enterprise Asset Management System contract to PSD Software, LLC in the amount of \$74,970. The budget for this project was \$200,000 (cost for implementation and service through year 1).



## MEMORANDUM

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**To: Board of Trustees**

**From: Wes Merkle**

**Date: December 4, 2015**

**Subject: Project #1511 Michigan Road  
WWTP Drying Bed Wall  
Reconstruction, Chemical  
Loading Containment, &  
Digester 5 Piping Modifications**

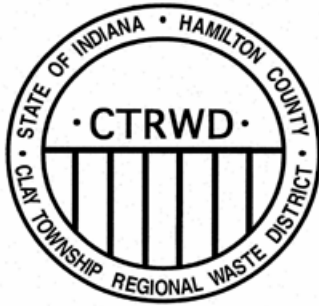
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The following quotes were received December 4 for the subject project:

Ottenweller Contracting LLC	\$71,500
Pyramid Design and Construction Co., Inc.	\$97,500

Ottenweller was the lowest responsive and responsible quoter.

Recommended Action: Award the Michigan Road WWTP Drying Bed Wall Reconstruction, Chemical Loading Containment, & Digester 5 Piping Modifications construction contract to Ottenweller Contracting LLC in the amount of \$71,500.



## MEMORANDUM

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**To: Board of Trustees**  
**From: Wes Merkle**  
**Date: December 2, 2015**  
**Subject: Project #1512 Lift Station 22  
Control Panel Replacement**

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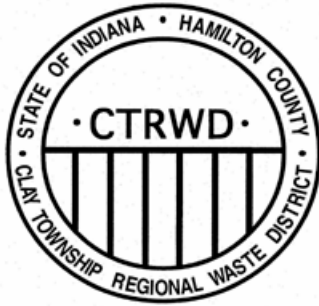
The following quotes were received December 2 for the subject project:

Brand Electric, Inc.	\$16,250
Miller Eads Co., Inc.	\$14,970
Connect Electric Inc.	\$14,600

Connect Electric was the lowest responsive and responsible quoter.

The budget for this project is \$45,000, of which \$16,030 remains for the construction contract.

Recommended Action: Award the Lift Station 22 Control Panel Replacement construction contract to Connect Electric Inc. in the amount of \$14,600.



## MEMORANDUM

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**To: Board of Trustees**  
**From: Wes Merkle**  
**Date: December 2, 2015**  
**Subject: Project #1506 2015 Manhole Rehabilitation**

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The following bids were received December 1 for the subject project:

Culy Contracting, Inc.	\$649,250
Kim Construction Company, Inc.	\$1,350,650

Culy was the lowest responsive and responsible bidder.

The engineer's estimate for this project was \$700,000, which was based on pricing from previous manhole rehabilitation projects. Culy has done many previous manhole rehabilitation projects for the District and Staff considers Culy a reputable contractor.

Recommended Action: Award the 2015 Manhole Rehabilitation contract to Culy Contracting, Inc. in the amount of \$649,250.

## 2016 Capital Budget - Preliminary

Location	Project No.	Project	Comment/justification	Year Budgeted	Funding Source	Revised 2015	Year 1 2016	Year 2 2017	Year 3 2018	Year 4 2019	Year 5 2020	Year 6 2021	Year 7 2022	Year 8 2023
WWTP	1505	Headworks odor control upgrades	ongoing performance issues with existing equipment 3rd UV channel, expanded postaeration, outfall to Cemetary Creek; add when capacity is needed - >12 MGD	2015	Operating Fund	\$ -	\$ 1,200,000	<<< update after odor control recommendations fully evaluated. Carryover to 2016						
	1703	Post-treatment improvments		2017	Plant Expansion Fund		\$ 50,000	\$ 600,000						
	1801	Clarifier 7 (expansion) & UV equipment	add when capacity is needed - >15MGD	2018	Plant Expansion Fund				\$ 2,050,000					
	2101	Plant expansion	3rd screen, grit, 3 VLRs, 2 clarifiers, 1 SHT	2022	Plant Expansion Fund						\$ 500,000	\$ 5,000,000	\$ 5,000,000	\$ 5,000,000
	1511	Drying bed rehab, chemical loading area, SHT5 piping modifications, new NPW hydrant at drying beds	install yard hydrant for cleaning and rebuild block retaining wall	2015	Operating Fund	\$ -	\$ 85,000	carryover to 2016						
		Plant Electrical Transfer Switch	Replace aging transfer gear	2015	Reserve for Replacement Fund	\$ 50,000								
		Chemical Pumps		2015	Reserve for Replacement Fund	\$ 10,000								
		Biosolids Polymer System	Replace existing polymer system	2015	Reserve for Replacement Fund	\$ 12,000								
		Annual Plant Improvement & Repair Projects	Typical annual expenditures	annual	Operating Fund		\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
		Digester Blower Optimization	Optimize blower operation w/ DO monitoring	2016	Operating Fund		\$ 20,000							
		Orbal Flow Control	Limit the flow to the Orbal durring storm events	2016	Operating Fund		\$ 20,000							
		LED Pole Lamps	Replace the old failed pole lamps	2016	Operating Fund									
		Scada software upgrades	Upgrade software	2016	Operating Fund		\$ 100,000	<<< evaluate need						
LS 1	1501	Replace VFDs for 335 hp pumps	Existing VFDs undersized	2015	Reserve for Replacement Fund	\$ 420,000								
	2003	Replace 335 hp pumps	Pumps are 15 years old in 2014	2020	Reserve for Replacement Fund						\$ 300,000			
	1501	Replace valves	Aging valves	2015	Reserve for Replacement Fund	\$ 90,000								
	1506	Basin 1 Wet Weather Solutions	Reduce wet weather SSOs	2016-18	Operating Fund	\$ -	\$ 900,000	\$ 500,000	\$ 300,000					
	1509	Southern Interceptor Relocation at Ream Creek	Required to accommodate Hamilton Co Surveyor project to lower creek at sewer crossing	2015-16	Operating Fund	\$ 10,000	\$ 90,000							
	1802	99th Street Interceptor & LS 6 elimination	Service new customers, life cycle cost eval	2018	Interceptor Fund				\$ 950,000					
LS 2	1502	Pump replacement & standby power upgrades	Aging pumps 1 & 2, increase capacity to MRWWTP	2015	Reserve for Replacement Fund	\$ 100,000	\$ 1,800,000	some costs shifted to 2016						
	1601	Parallel FM - Ditch Rd to WWTP	Increase capacity - LS 2 & 8 to MRWWTP	2016	Interceptor Fund	\$ 100,000	\$ 4,800,000	some costs shifted to 2016						
	1901	Parallel FM - LS 2 to Ditch Rd	Increase capacity - LS 2 & 8 to MRWWTP	2019	Interceptor Fund					\$ 700,000				
	1602	Springmill parallel interceptor	Add as capacity is needed	2016	Interceptor Fund		\$ 100,000	\$ 1,000,000						
	2001	NE Regional LS parallel force main extension	Add as capacity is needed	2020	Interceptor Fund						\$ 1,050,000			
LS 3		(no projects)												
LS 4	1702	Extend interceptor to Jackson's Grant, eliminate LS	Move forward when Jackson's Grant builds out	2017	Interceptor Fund			\$ 450,000						
LS 5	2002	Extend interceptor to Jackson's Grant, eliminate LS	Evaluate lift cycle cost	2020	Interceptor Fund						\$ 500,000			
LS 6		(see LS 1 projects)												
LS 7		(no projects)												
LS 8	1701	Replace pumps, new FM to 106th	Increase capacity - LS 2 & 8 to MRWWTP	2017	Interceptor Fund		\$ 100,000	\$ 1,100,000						
	1510	Cedar Point Sanitary Sewer Extension	Neighborhood sewer project	2015-16	Operating Fund	\$ 50,000	\$ 250,000							
LS 9		Replace all pumps	Aging pumps	2015	Reserve for Replacement Fund	\$ 25,000								
LS 10	1705	Pump and controls upgrades	Increase capacity for existing wet weather	2017	Reserve for Replacement Fund			\$ 300,000						
LS 11		(no projects)												
LS 12		(no projects)												
LS 14	1704	Parallel force main extension	Capacity is needed in near future	2017	Interceptor Fund			\$ 1,750,000						
	1904	Generator replacement	Generator is old but currently runs fine	2019	Reserve for Replacement Fund					\$ 125,000				
	1902	Interceptor extension	new service area north of CR300S	2019	Interceptor Fund					\$ 750,000				
LS 16	1507	Replacement/relocation	Upsize & relocate to The Farm development	2015	Operating Fund	\$ 50,000	\$ 650,000							
LS 17	1504	Odor control	Address Odor Issues caused to the volume of flow	2015	Operating Fund	\$ -	\$ 150,000	<<< update after odor control recommendations rec'd. carryover to 2016						
LS 18		(no projects)												



# Clay Township Regional Waste District

10.a.

## Register of Claims For the period 11/10/2015 through 12/14/2015

Name of Claimant	Fund	Payment Date	Check Number	Amount of Claim	Amount Allowed	Memorandum
Carmel Utilities	Operating	11/10/15	7616	\$53,506.91	\$53,506.91	Treatment - Oct
Carmel Utilities	Operating	11/10/15	7616	\$1,072.20	\$1,072.20	Meter reads - Oct
Clay Township Trustee	Operating	11/10/15	7617	\$1,336.05	\$1,336.05	Gov't center expenses
Shelly Keefe	Operating	11/10/15	7618	\$13.80	\$13.80	Seminar - mileage
Stair Associates, Inc.	Operating	11/10/15	7619	\$2,000.00	\$2,000.00	CIP - LS 22 control panel repl.
UniFirst Corporation	Operating	11/10/15	7620	\$36.35	\$36.35	Mats - plant
Hamilton County Recorder	Operating	11/10/15	7621	\$12.00	\$12.00	Collection Expense
Shelly Keefe	Operating	11/11/15	7622	\$184.02	\$184.02	Training & Enrichment CD's
Allison Payment Systems LLC	Operating	11/11/15	7623	\$3,308.87	\$3,308.87	Billing Services
Allison Payment Systems LLC	Operating	11/11/15	7623	\$4,957.33	\$4,957.33	Prepaid Postage
Merrell Brothers, Inc.	Operating	11/12/15	7624	\$6,681.61	\$6,681.61	Biosolids disposal - Oct
Bright House Networks	Operating	11/16/15	7625	\$224.00	\$224.00	Internet Service-Nov.
Carmel Utilities	Operating	11/16/15	7626	\$35.83	\$35.83	LS Storm Water Fees
Sease, Gerig & Associates	Operating	11/16/15	7627	\$1,500.00	\$1,500.00	Customer Outreach
Vectren Energy Delivery	Operating	11/16/15	7628	\$50.35	\$50.35	LS 2
Vectren Energy Delivery	Operating	11/16/15	7628	\$19.17	\$19.17	LS 4
Vectren Energy Delivery	Operating	11/16/15	7628	\$19.18	\$19.18	LS 10
PNC Bank	Operating	11/16/15	7629	\$3,587.61	\$3,587.61	CC Expenses-October
Colleen Byrnes	Operating	11/18/15	7630	\$46.69	\$46.69	Travel/Mileage-Seminar, Courthouse
Susan Vailone	Operating	11/18/15	7631	\$16.10	\$16.10	Travel/Mileage-Seminar
AT&T Mobility	Operating	11/19/15	7632	\$828.82	\$828.82	LS Phone Service
Carmel Utilities	Operating	11/19/15	7633	\$10.89	\$10.89	LS 1 Water
Carmel Utilities	Operating	11/19/15	7633	\$10.89	\$10.89	LS 2 Water
Citizens Energy Group	Operating	11/19/15	7634	\$34.21	\$34.21	Plant Water Service
Mayflower Park Owner's Association, Inc.	Interceptor	11/20/15	7635	\$5,363.60	\$5,363.60	CIP - 106th St Parallel FM - easement
AFLAC	Operating	11/23/15	7636	\$475.52	\$475.52	Emp. Deferred Liability
AT & T	Operating	11/23/15	7637	\$731.20	\$731.20	Plant Internet
AT&T Mobility	Operating	11/23/15	7638	\$842.18	\$842.18	Employee Mobile Service
Duke Energy	Operating	11/23/15	7639	\$50.38	\$50.38	LS 6
Duke Energy	Operating	11/23/15	7639	\$1,127.00	\$1,127.00	LS 1
Duke Energy	Operating	11/23/15	7639	\$304.21	\$304.21	LS 4
Duke Energy	Operating	11/23/15	7639	\$105.79	\$105.79	LS 5
Duke Energy	Operating	11/23/15	7639	\$88.10	\$88.10	LS 21
McAfee, Inc.	Operating	11/23/15	7640	\$119.20	\$119.20	Computer Expense
MetLife Small Business Center	Operating	11/23/15	7641	\$1,990.18	\$1,990.18	Employee Dental Insurance
Ryan Hartman	Operating	11/23/15	7642	\$84.37	\$84.37	Travel/Mileage-IWEA Conf.
Unum Life Insurance Company of America	Operating	11/23/15	7643	\$874.78	\$874.78	Employee Life Insurance
Vectren Energy Delivery	Operating	11/23/15	7644	\$720.74	\$720.74	Plant Gas Service
Anthem Blue Cross Blue Shield	Operating	11/30/15	7645	\$21,353.60	\$21,353.60	Employee Health Insurance

# Clay Township Regional Waste District

10.a.

## Register of Claims

For the period 11/10/2015 through 12/14/2015

Name of Claimant	Fund	Payment Date	Check Number	Amount of Claim	Amount Allowed	Memorandum
Duke Energy	Operating	11/30/15	7646	\$312.23	\$312.23	LS 19
Duke Energy	Operating	11/30/15	7646	\$13,186.52	\$13,186.52	Plant
Duke Energy	Operating	11/30/15	7646	\$572.86	\$572.86	LS 14
Duke Energy	Operating	11/30/15	7646	\$152.49	\$152.49	LS 11
Duke Energy	Operating	11/30/15	7646	\$172.89	\$172.89	LS 16
Duke Energy	Operating	11/30/15	7646	\$508.13	\$508.13	LS 17
Duke Energy	Operating	11/30/15	7646	\$269.05	\$269.05	LS 23
Wes Merkle	Operating	11/30/15	7647	\$50.62	\$50.62	Travel/Mileage
AT&T	Operating	12/3/15	7648	\$257.14	\$257.14	Plant Phone Service
Jason Lewin	Operating	12/4/15	7649	\$87.40	\$87.40	Travel/Mileage-On Call
Shaun Odom	Operating	12/4/15	7650	\$44.61	\$44.61	Clothing 2015
Reliance Standard Life Insurance Company	Operating	12/4/15	7651	\$1,903.62	\$1,903.62	Dental Insurance - Jan
Reliance Standard Life Insurance Company	Operating	12/4/15	7651	\$771.09	\$771.09	Std/Ltd insurance - Jan
Hamilton County Recorder	Operating	12/7/15	7652	\$23.00	\$23.00	Collection Exp
IPL	Operating	12/8/15	7653	\$21.04	\$21.04	LS 18
Republic Services #761	Operating	12/8/15	7654	\$190.42	\$190.42	Plant Trash Service
Carly Simmons	Operating	12/8/15	7655	\$108.28	\$108.28	Refund-Credit Remainder to Pay Lien
Mrs. Evelyn Dunwoody	Operating	12/8/15	7656	\$7,530.51	\$7,530.51	Easement for parallel FM - Ditch to Plant
Strand Associates, Inc.	Plant Expansion	12/14/15	7657	\$420.40	\$420.40	CIP - WWTP Digesters
GRW	Interceptor	12/14/15	7658	\$613.00	\$613.00	CIP - 106th St Parallel FM - Proj 1601
GRW	Interceptor	12/14/15	7658	\$1,800.00	\$1,800.00	CIP - 106th St Parallel FM - Proj 1601
Strand Associates, Inc.	Interceptor	12/14/15	7659	\$401.80	\$401.80	CIP - NE Regional Lift Station
Graves Plumbing Company, Inc.	Reserve for Repl.	12/14/15	7660	\$68,276.12	\$68,276.12	CIP - LS 2 Pump Repl & Pwr Upgrades - Pay App 1
Strand Associates, Inc.	Reserve for Repl.	12/14/15	7661	\$913.48	\$913.48	CIP - LS 1 VFD Replacement
Strand Associates, Inc.	Reserve for Repl.	12/14/15	7661	\$4,774.56	\$4,774.56	CIP - LS 2 Pump Replacement
Xylem Dewatering Solutions, Inc.	Reserve for Repl.	12/14/15	7662	\$75.00	\$75.00	CIP - LS 1 VFD Replacement
Xylem Water Solutions USA, Inc.	Reserve for Repl.	12/14/15	7663	\$100,582.91	\$100,582.91	CIP - LS 2 Pump Replacement - Proj 1502
Xylem Water Solutions USA, Inc.	Reserve for Repl.	12/14/15	7663	\$11,244.25	\$11,244.25	CIP - LS 2 Pump Replacement - Proj 1502
Xylem Water Solutions USA, Inc.	Reserve for Repl.	12/14/15	7663	\$3,471.00	\$3,471.00	CIP - LS 1 VFD Replacement
Xylem Water Solutions USA, Inc.	Reserve for Repl.	12/14/15	7663	\$5,440.00	\$5,440.00	CIP - LS 2 Pump Replacement
982-Praxair Distribution, Inc.	Operating	12/14/15	7664	\$26.62	\$26.62	Plant Operating Supplies
Aaron Strong	Operating	12/14/15	7665	\$30.00	\$30.00	Cell phone reimbursement
Accurate Laser Systems, Inc.	Operating	12/14/15	7666	\$183.00	\$183.00	Line maintenance - locate paint
Accurate Laser Systems, Inc.	Operating	12/14/15	7666	\$183.00	\$183.00	Locate paint
Acorn Distributors, Inc.	Operating	12/14/15	7667	\$309.90	\$309.90	Gov't Center cleaning supplies
Allison Payment Systems LLC	Operating	12/14/15	7668	\$3,307.42	\$3,307.42	Billing services - Nov
Allison Payment Systems LLC	Operating	12/14/15	7668	\$4,952.97	\$4,952.97	Billing services - postage
Alpha-Liberty Company, Inc.	Operating	12/14/15	7669	\$707.39	\$707.39	Sewer sampling
Amanda Foley	Operating	12/14/15	7670	\$200.00	\$200.00	Board fees

# Clay Township Regional Waste District

10.a.

## Register of Claims

For the period 11/10/2015 through 12/14/2015

Name of Claimant	Fund	Payment Date	Check Number	Amount of Claim	Amount Allowed	Memorandum
ASAP Aquatics	Operating	12/14/15	7671	\$722.00	\$722.00	Plant pond care - 2016
ASI	Operating	12/14/15	7672	\$92.50	\$92.50	Plant R&M
Auto Outfitters	Operating	12/14/15	7673	\$4,741.75	\$4,741.75	Fuel tank, tool box, safety lighting - New F250
Barbara Lamb	Operating	12/14/15	7674	\$300.00	\$300.00	Board fees
Bio Chem, Inc.	Operating	12/14/15	7675	\$3,473.93	\$3,473.93	Biosolids disposal
Blackbaud	Operating	12/14/15	7676	\$4,250.27	\$4,250.27	Accounting software annual fee
Brickyard Fire Protection	Operating	12/14/15	7677	\$1,320.84	\$1,320.84	Safety - fire extinguisher annual service
Campbell Kyle Proffitt LLP	Operating	12/14/15	7678	\$2,650.00	\$2,650.00	Legal fees - political subdivision
Campbell Kyle Proffitt LLP	Operating	12/14/15	7678	\$112.50	\$112.50	Collection - Chumley
Campbell Kyle Proffitt LLP	Operating	12/14/15	7678	\$383.60	\$383.60	Collection - Rice
Campbell Kyle Proffitt LLP	Operating	12/14/15	7678	\$3,925.00	\$3,925.00	Legal fees - political subdivision
Carl S. Mills	Operating	12/14/15	7679	\$150.00	\$150.00	Board fees
Carmel Utilities	Operating	12/14/15	7680	\$1,076.31	\$1,076.31	Hydrant meter rental
Carmel Utilities	Operating	12/14/15	7681	\$71,109.25	\$71,109.25	Treatment - Nov - new rate
Carmel Utilities	Operating	12/14/15	7681	\$1,050.60	\$1,050.60	Meter reads - Nov
Carmel Utilities	Operating	12/14/15	7682	\$35.83	\$35.83	Storm water fees - lift stations
Charles Ford	Operating	12/14/15	7683	\$50.00	\$50.00	Board fees
CHEMSEARCHFE	Operating	12/14/15	7684	\$1,327.11	\$1,327.11	Plant R&M
Clay Township Trustee	Operating	12/14/15	7685	\$11,880.96	\$11,880.96	Gov't center, new phone system
Colwell Lawn & Landscaping	Operating	12/14/15	7686	\$85.00	\$85.00	Plant lawn treatment
Commercial Sewer Cleaning Co. Inc.	Operating	12/14/15	7687	\$275.00	\$275.00	Clean out oil/water separator - plant
Commercial Sewer Cleaning Co. Inc.	Operating	12/14/15	7687	\$366.00	\$366.00	Plant R&M
Community Employer Health	Operating	12/14/15	7688	\$366.59	\$366.59	EAP - Nov
Compton Mechanical Services, Inc.	Operating	12/14/15	7689	\$6,624.00	\$6,624.00	Replace chemical, water lines at plant
Connect Electric Inc	Operating	12/14/15	7690	\$1,325.00	\$1,325.00	Repair outside lights - plant
Continental Research Corporation	Operating	12/14/15	7691	\$422.00	\$422.00	Plant R&M
Continental Utility Solutions, Inc.	Operating	12/14/15	7692	\$13,800.00	\$13,800.00	Annual billing system maintenance fee
Dell Marketing L.P.	Operating	12/14/15	7693	\$76.99	\$76.99	Computer expense
DLZ Indiana, LLC	Operating	12/14/15	7694	\$28,125.00	\$28,125.00	Construction Observ - Sunrise on the Monon
DLZ Indiana, LLC	Operating	12/14/15	7694	\$300.00	\$300.00	Construction Observ - Lakes@Towne Rd Sec 3
DLZ Indiana, LLC	Operating	12/14/15	7694	\$133.88	\$133.88	Construction Observ - The Bridges Retail
Eric Hand	Operating	12/14/15	7695	\$100.00	\$100.00	Board fees
Eric Luis Delacruz	Operating	12/14/15	7696	\$30.00	\$30.00	Cell phone reimbursement
Fastenal Company	Operating	12/14/15	7697	\$218.60	\$218.60	Lift Station R&M
Fastenal Company	Operating	12/14/15	7697	\$228.72	\$228.72	Plant R&M
Fastenal Company	Operating	12/14/15	7697	\$227.90	\$227.90	Plant R&M
Fastenal Company	Operating	12/14/15	7697	\$256.74	\$256.74	Lift Station R&M
Fastenal Company	Operating	12/14/15	7697	\$512.50	\$512.50	Plant R&M
Ferguson Waterworks #1934	Operating	12/14/15	7698	\$226.44	\$226.44	Lift Station R&M

# Clay Township Regional Waste District

10.a.

## Register of Claims For the period 11/10/2015 through 12/14/2015

Name of Claimant	Fund	Payment Date	Check Number	Amount of Claim	Amount Allowed	Memorandum
Ferguson Waterworks #1934	Operating	12/14/15	7698	\$1,008.00	\$1,008.00	Line maintenance
Fleet Services "On-Site"	Operating	12/14/15	7699	\$489.29	\$489.29	Vehicle R&M
Fleet Services "On-Site"	Operating	12/14/15	7699	\$89.00	\$89.00	Vehicle R&M
GRW	Operating	12/14/15	7700	\$728.94	\$728.94	CIP - 2015 Manhole Rehab - Proj 1506
Hach Company	Operating	12/14/15	7701	\$1,281.52	\$1,281.52	Sewer sampling
Indy Express, Inc.	Operating	12/14/15	7702	\$173.40	\$173.40	Mail delivery service
IPL	Operating	12/14/15	7703	\$57.29	\$57.29	LS 3
IPL	Operating	12/14/15	7703	\$436.18	\$436.18	LS 8
IPL	Operating	12/14/15	7703	\$841.79	\$841.79	LS 10
IPL	Operating	12/14/15	7703	\$225.03	\$225.03	LS 9
IPL	Operating	12/14/15	7703	\$50.48	\$50.48	LS 12
IPL	Operating	12/14/15	7703	\$34.10	\$34.10	LS 20
IPL	Operating	12/14/15	7703	\$29.22	\$29.22	LS 22
IPL	Operating	12/14/15	7703	\$22.75	\$22.75	LS 25
IPL	Operating	12/14/15	7703	\$30.28	\$30.28	LS 24
IPL	Operating	12/14/15	7703	\$5,218.76	\$5,218.76	LS 2
IUPPS	Operating	12/14/15	7704	\$1,905.70	\$1,905.70	Locates
IWEA	Operating	12/14/15	7705	\$2,710.00	\$2,710.00	IWEA seminar - 11 employees
Jane B. Merrill	Operating	12/14/15	7706	\$100.00	\$100.00	Board fees
Jeffrey Martin	Operating	12/14/15	7707	\$30.00	\$30.00	Cell phone reimbursement
Joseph R. Clark	Operating	12/14/15	7708	\$200.00	\$200.00	Board fees
Kermin Huntley	Operating	12/14/15	7709	\$30.00	\$30.00	Cell phone reimbursement
Kirby Risk Corporation	Operating	12/14/15	7710	\$109.46	\$109.46	Plant R&M
Marilyn Anderson	Operating	12/14/15	7711	\$400.00	\$400.00	Board fees
McAfee, Inc.	Operating	12/14/15	7712	\$119.20	\$119.20	Computer expense
Merrell Brothers, Inc.	Operating	12/14/15	7713	\$390.00	\$390.00	Lift Station grease disposal
Merrell Brothers, Inc.	Operating	12/14/15	7713	\$7,166.61	\$7,166.61	Biosolids disposal
Michael A. McDonald	Operating	12/14/15	7714	\$100.00	\$100.00	Board fees
Carly Simmons	Operating	12/14/15	7715	\$32.82	\$32.82	Refund on final sewer bill
Jacob White	Operating	12/14/15	7716	\$21.53	\$21.53	Refund on final sewer bill
JBB Holdings LLC	Operating	12/14/15	7717	\$18.34	\$18.34	Refund on final sewer bill
Lisa & Jim O'Connor	Operating	12/14/15	7718	\$22.20	\$22.20	Refund on final sewer bill
Remax Property Mgmt	Operating	12/14/15	7719	\$26.48	\$26.48	Refund on final sewer bill
Sabiha Melik	Operating	12/14/15	7720	\$20.96	\$20.96	Refund on final sewer bill
Thomas Hawkins	Operating	12/14/15	7721	\$28.96	\$28.96	Refund on final sewer bill
Timothy Abrams	Operating	12/14/15	7722	\$26.48	\$26.48	Refund on final sewer bill
Napa Auto Parts	Operating	12/14/15	7723	\$36.67	\$36.67	Vehicle R&M
Napa Auto Parts	Operating	12/14/15	7723	\$22.60	\$22.60	Vehicle R&M
Napa Auto Parts	Operating	12/14/15	7723	\$8.49	\$8.49	Line maintenance

# Clay Township Regional Waste District

10.a.

## Register of Claims For the period 11/10/2015 through 12/14/2015

Name of Claimant	Fund	Payment Date	Check Number	Amount of Claim	Amount Allowed	Memorandum
NickPrint, Inc.	Operating	12/14/15	7724	\$1,774.00	\$1,774.00	Customer brochures - 12 clogs of Christmas
NickPrint, Inc.	Operating	12/14/15	7724	\$535.00	\$535.00	Doorhangers - smoke testing
O. W. Krohn & Associates, LLP	Operating	12/14/15	7725	\$4,611.25	\$4,611.25	Consulting - Carmel surcharge
Pitney Bowes	Operating	12/14/15	7726	\$200.00	\$200.00	Postage machine rental
PNC Bank	Operating	12/14/15	7727	\$3,419.29	\$3,419.29	CC Expenses-November
Purafil, Inc./ Lockbox #3533	Operating	12/14/15	7728	\$12,245.25	\$12,245.25	Media for odor control at LS 2
Range Kleen Mfg., Inc.	Operating	12/14/15	7729	\$910.86	\$910.86	Customer Outreach & Education
Ray Clemens	Operating	12/14/15	7730	\$400.00	\$400.00	Plant janitorial service
Reserve Account	Operating	12/14/15	7731	\$750.00	\$750.00	Postage
SAMCO	Operating	12/14/15	7732	\$975.00	\$975.00	Construction Observ - Sanctuary@116th Sec 4b
SAMCO	Operating	12/14/15	7732	\$12,300.00	\$12,300.00	Construction Observ - Jacksons Grant Sec 1b
Sease, Gerig & Associates	Operating	12/14/15	7733	\$3,000.00	\$3,000.00	Customer Outreach & Education
Shrewsbury & Associates, LLC	Operating	12/14/15	7734	\$600.00	\$600.00	Construction Observ - Bonbar at Monon Lake
Shrewsbury & Associates, LLC	Operating	12/14/15	7734	\$75.00	\$75.00	Construction Observ - Bonbar at Monon Lake
Signius Communications	Operating	12/14/15	7735	\$64.50	\$64.50	Phone answering service
Star Media	Operating	12/14/15	7736	\$250.14	\$250.14	CIP - bid for manhole rehab - Proj 1506
Star Media	Operating	12/14/15	7736	\$105.32	\$105.32	Cedar Point ordinance advertising
Taylor Oil Company, Inc.	Operating	12/14/15	7737	\$825.61	\$825.61	Fuel
Taylor Systems, Inc.	Operating	12/14/15	7738	\$99.54	\$99.54	Plant phone system
Techlocity, Inc.	Operating	12/14/15	7739	\$440.00	\$440.00	Computer expense
Techlocity, Inc.	Operating	12/14/15	7739	\$1,885.00	\$1,885.00	Computer expense
Toshiba Business Solutions	Operating	12/14/15	7740	\$588.39	\$588.39	Copier maintenance - office
Toshiba Business Solutions	Operating	12/14/15	7740	\$187.15	\$187.15	Copier maintenance - plant
Triple S Tire Co.	Operating	12/14/15	7741	\$298.50	\$298.50	Forklift tires
Triple S Tire Co.	Operating	12/14/15	7741	\$1,153.00	\$1,153.00	Trailer tires - 12
UniFirst Corporation	Operating	12/14/15	7742	\$40.45	\$40.45	Floor mats
UniFirst Corporation	Operating	12/14/15	7742	\$36.35	\$36.35	Floor mats
UniFirst Corporation	Operating	12/14/15	7742	\$40.45	\$40.45	Floor mats
UniFirst Corporation	Operating	12/14/15	7742	\$36.35	\$36.35	Floor mats
USA BlueBook	Operating	12/14/15	7743	\$208.99	\$208.99	Liquid smoke - smoke testing
USA BlueBook	Operating	12/14/15	7743	\$1,580.92	\$1,580.92	Locate flags
Vasey Commercial Heating & AC, Inc.	Operating	12/14/15	7744	\$475.45	\$475.45	Plant R&M
Vectren Energy Delivery	Operating	12/14/15	7745	\$50.12	\$50.12	LS 2
Vectren Energy Delivery	Operating	12/14/15	7745	\$19.75	\$19.75	LS 10
Vectren Energy Delivery	Operating	12/14/15	7745	\$17.66	\$17.66	LS 4
Wex Bank	Operating	12/14/15	7746	\$192.13	\$192.13	Fuel - office
White's Ace Hardware-Carmel	Operating	12/14/15	7747	\$47.56	\$47.56	Office supplies
White's Ace Hardware-Carmel	Operating	12/14/15	7747	\$12.97	\$12.97	Office supplies
Xylem Dewatering Solutions, Inc.	Operating	12/14/15	7748	\$500.00	\$500.00	Pump repair - LS 10

# Clay Township Regional Waste District

10.a.

## Register of Claims

For the period 11/10/2015 through 12/14/2015

Name of Claimant	Fund	Payment Date	Check Number	Amount of Claim	Amount Allowed	Memorandum
Beyond Payroll	Operating: electronic	11/10/15	20151102	\$47,535.02	\$47,535.02	11/11 Payroll expenses
Empower Retirement (Hoosier START)	Operating: electronic	11/11/15	20151103	\$2,000.36	\$2,000.36	11/11 Payroll - 457b liability
Empower Retirement (Hoosier START)	Operating: electronic	11/11/15	20151103	\$1,023.00	\$1,023.00	11/11 Payroll - Roth 457b
Empower Retirement (Hoosier START)	Operating: electronic	11/11/15	20151103	\$4,842.87	\$4,842.87	11/11 Payroll - 401a retirement
Beyond Payroll	Operating: electronic	11/24/15	20151104	\$48,267.68	\$48,267.68	11/25 payroll expenses
Empower Retirement (Hoosier START)	Operating: electronic	11/25/15	20151105	\$1,023.00	\$1,023.00	11/25 payroll - Roth 457b
Empower Retirement (Hoosier START)	Operating: electronic	11/25/15	20151105	\$1,971.34	\$1,971.34	11/25 payroll - 457b liability
Empower Retirement (Hoosier START)	Operating: electronic	11/25/15	20151105	\$4,895.64	\$4,895.64	11/25 payroll - 401a retirement
Citizens State Bank	Operating: electronic	11/30/15	20151106	\$20.00	\$20.00	Bank fee - Nov
Beyond Payroll	Operating: electronic	12/1/15	20151201	\$546.00	\$546.00	Payroll fees - Nov
Beyond Payroll	Operating: electronic	12/8/15	20151202	\$46,147.03	\$46,147.03	12/9 payroll expenses
Empower Retirement (Hoosier START)	Operating: electronic	12/9/15	20151203	\$2,018.20	\$2,018.20	12/9 payroll - 457b liability
Empower Retirement (Hoosier START)	Operating: electronic	12/9/15	20151203	\$1,023.00	\$1,023.00	12/9 payroll - Roth 457b
Empower Retirement (Hoosier START)	Operating: electronic	12/9/15	20151203	\$4,719.54	\$4,719.54	12/9 payroll - 401a retirement

### ALLOWANCE OF CLAIMS

We have examined the claims listed on the foregoing Register of Claims, consisting of 6 pages, and except for claims not allowed as shown on the register, such claims are hereby allowed in the total amount of \$ 751,378.42, no investments.

Chuck Ford  
Jane Merrill  
J R Clark

Marilyn Anderson  
Eve M Hand  
Michael McDonald

Barbara Lane  
Carl M. Park