



## Clay Township Regional Waste District

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

**Monday, February 8, 2016 @ 7:00 p.m.**

**Clay Township Government Center**

**10701 N. College Avenue, Indianapolis, IN 46280**

- 1. Roll Call**
- 2. Approval of Meeting Memorandum**
  - a. Board Meeting January 11, 2016
- 3. Public Comment**
- 4. Public Hearing - Rate Ordinance 01-11-2016 (Connection and Interceptor Fees)**
- 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. Second Reading - Rate Ordinance 01-11-2016
  - b. Personnel & Benefits Committee
  - c. Capital & Construction Committee
    - i. Dedications – Lakes at Towne Road Section 3
    - ii. Award #1509 Ream Creek Sanitary Sewer Relocation Project
- 8. Old Business**
  - a. Carmel Treatment Surcharge
  - b. Public Outreach
- 9. New Business**
  - a. Claims Docket
- 10. Adjourn**




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BOARD OF TRUSTEES MEETING  
Monday, January 11, 2016 @ 7:00 p.m.  
Memorandum

Ms. Anderson called the meeting to order at 7:05 p.m.

**ROLL CALL**

Present: Board President Marilyn Anderson, Vice President Joe Clark, Treasurer Jane Merrill, Secretary Michael McDonald, Members Eric Hand, Carl Mills, Amanda Foley, Chuck Ford and Steve Pittman. Also in attendance: Legal Counsel Scott Wyatt, Utility Director Drew Williams

The audience sheet is attached.

**SERVICE RECOGNITION – MS. BARB LAMB**

Ms. Anderson thanked Ms. Lamb for her service on the Board of Trustees, recognizing many accomplishments during her term. A significant accomplishment that Ms. Lamb was directly responsible for was the Employee Handbook rewrite. Also during her term the District withdrew from the Public Employee Retirement Fund and moved to the Hoosier START retirement program. Ms. Lamb was instrumental on benchmarking the annual merit increase pool based on the Midwest Utility Survey. Ms. Anderson mentioned the District's growth and expansion as well as numerous awards received during Ms. Lamb's term.

Ms. Lamb was presented with an award for her service, and gave her best wishes to the Board.

**ELECTION OF OFFICERS**

Ms. Anderson called for the nomination of officers for 2016.

A motion was made by Ms. Foley to nominate and approve the officers as follows: Marilyn Anderson, President; Joe Clark, Vice President; Jane Merrill, Treasurer; and Michael McDonald, Secretary. Ms. Anderson asked for other nominations and seeing none, called for the vote. The motion was approved unanimously.

**COMMITTEE ASSIGNMENTS**

Ms. Anderson made the following recommendations:

Budget & Finance Committee: Jane Merrill – Chair, Eric Hand and Carl Mills  
Personnel & Benefits Committee: Joe Clark – Chair, Michael McDonald and Chuck Ford

Capital & Construction Committee: Amanda Foley – Chair, Marilyn Anderson and Steve Pittman

A motion was made by Mr. Mills to approve the committee recommendations and was seconded by Ms. Merrill. The motion was approved unanimously.

A motion was made by Mr. McDonald to approve the recommendation of Carl Mills as the At Large Member of the Executive Committee and was seconded by Mr. Hand. The motion was approved unanimously.

#### **APPROVAL OF MEMORANDUM**

A motion was made by Ms. Merrill to approve the December 14, 2015 Board Meeting Memorandum, and was seconded by Mr. Clark. The motion was approved unanimously.

A motion was made by Ms. Merrill to approve the December 19, 2015 Executive Session Meeting Memorandum, and was seconded by Mr. Clark. The motion was approved unanimously.

#### **PUBLIC COMMENTS**

There were no public comments.

#### **ATTORNEY'S REPORT**

There were no items to report

#### **UTILITY DIRECTOR'S REPORT**

Mr. Williams recognized the newest Board Member – Steve Pittman. Mr. Pittman was asked to help identify items that would be helpful to include in the New Board Member binder. Mr. Williams indicated that feedback from all board members would be appreciated. Ms. Anderson presented a list of items that would be helpful and should be included. In addition to this information, Mr. Williams is creating an Ordinance and Policy packet for quick reference.

Mr. Williams reported on his lunch meeting today with Mr. Duffy regarding peak flows and surcharges with Carmel Utilities. Staff will be bringing back some numbers to the Budget & Finance Committee and Capital & Construction Committee; specifically comparing the old contract to the current contract. Mr. Duffy commented on the issue of flow pumped to Carmel during wet weather events and the improvements made on the part of the District

Mr. Williams reported that an offer of employment has been extended to a qualified candidate for the Collections Superintendent position.

Ms. Anderson commented on the 12 Clogs of Christmas brochure mentioned in the January newsletter and the fact that customers responded enthusiastically.

## **BUDGET & FINANCE COMMITTEE**

Ms. Merrill reported that the committee reviewed the Connection and Interceptor Fees that have not been changed since 2004 and compared them to the needs of the 2016 Capital Budget. It was determined that the increase in the fees is warranted and therefore the Committee recommends the Board increase both the Interceptor and the Connection fees by 5% and approve Rate Ordinance 01-11-2016 for a first reading.

A motion was made by Ms. Merrill to approve the first reading of Rate Ordinance 01-11-2016 to be published and placed on the February Board Agenda for a second reading, and was seconded by Mr. Mills. The motion was approved unanimously.

## **PERSONNEL & BENEFITS COMMITTEE**

The Committee did not meet in December.

## **CAPITAL & CONSTRUCTION COMMITTEE**

A motion was made by Mr. Clark to accept the dedication of Nathaniel Creek sanitary sewers and was seconded by Ms. Merrill. The motion was approved unanimously.

## **EXECUTIVE COMMITTEE**

A motion was made by Mr. McDonald to approve the 2.7% merit increase for the Utility Director and was seconded by Ms. Merrill. The motion was approved unanimously.

## **OLD BUSINESS**

There was no old business.

## **NEW BUSINESS**

A motion was made by Mr. Clark to approve the Utility Director's 2016 Goals & Objectives and was seconded by Mr. Mills. The motion was approved unanimously.

A motion was made by Ms. Merrill to approve the docket in the amount of \$377,829.03 and was seconded by Mr. Ford. The motion was approved unanimously.

## **ADJOURN**

At 7:24 p.m. a motion was made by Mr. Clark to adjourn the meeting and was seconded by Ms. Foley. The motion was approved unanimously.

The next Board of Trustees Meeting is scheduled for Monday, February 8, 2016 at 7:00 p.m.

Respectfully submitted,

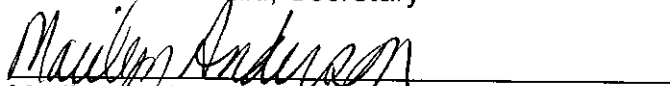


Andrew Williams  
Utility Director

Approved:

☒ As Presented  
☐ As Amended

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

  
\_\_\_\_\_  
Marilyn Anderson, President

# THE CTRWD CONNECTION

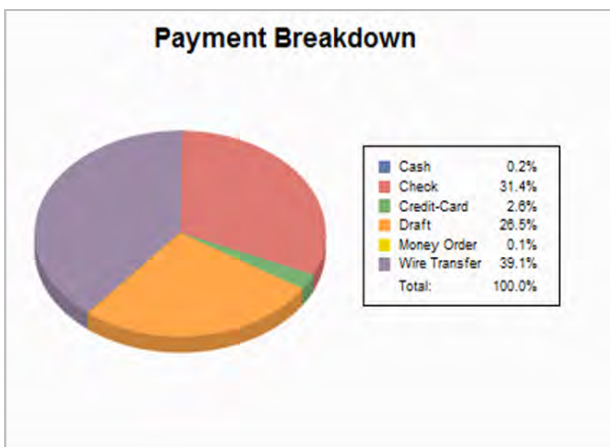
Volume 9, Issue 2 February 2016  
MONTHLY NEWSLETTER

## CUSTOMER SERVICE / BILLING —TERRI KREYLING

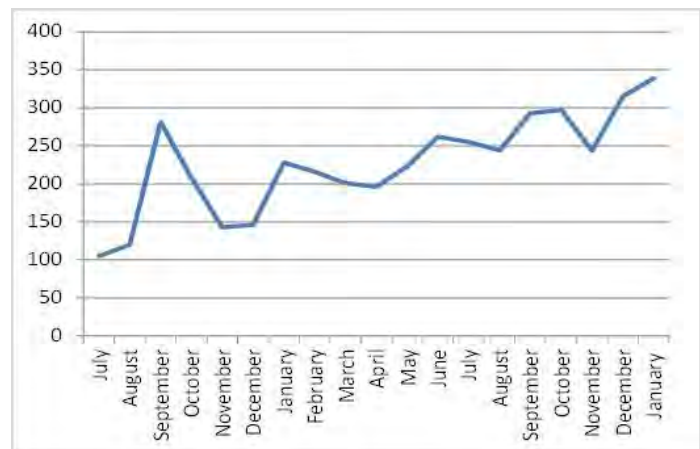
During January, the District filed 5 new liens due to sheriff sales totaling \$523.07. The Boone County lien payment of \$1,718.17 was received allowing 11 liens to be released and filed. The lien balance at the end of January is \$20,268.96. There was one contract account payoff.

For the month of January, 21 permits were issued and 25 new locations were added to billing. The total number of customers receiving their statement by email is now 1,957. Customer Service will soon be upgrading to UMS version 5.0, with testing in February and if all goes well will go live in March.

### PAYMENT BREAKDOWN GRAPH



### CREDIT CARD PAYMENTS BY MONTH



On January 13, Community Health performed the annual health screenings and weigh in for the Maintain No Gain challenge. A total of 12 employees met the challenge, receiving a \$25 gift card. The District had 100% participation in the health screening which qualifies employees for the Wellness Reimbursement Program.

The next employee luncheon will be a St Patrick's Day theme and will be on March 16, after the staff meeting. An email will be sent with more details on the luncheon. The luncheons are pitch ins, so your input is important; please send Shelly your suggestions for luncheon themes.

The Bloodmobile will be here on March 16 from 8:00 to 10:30. Our donations have been low on their past several visits so we would like to bring that number up if possible. Please check the schedule that will be emailed. Perhaps your timeslot could coordinate with the staff meeting to make it more convenient.

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**CONSTRUCTION & ENGINEERING —WES MERKLE****Construction Update**

Work at Lift Station 2 (106<sup>th</sup>/Springmill) continues. Crews constructed concrete block walls and roof for the new electrical building. Piping was replaced in the north valve vault. Crews will begin installing electrical equipment after it is delivered in a few weeks. All new pumps have been delivered. Completion is expected in late March-April.

Lift Station 22 control panel replacement project is complete. Michigan Road WWTP improvements project began with drying bed wall reconstruction. Work will be complete by March. Manhole rehabilitation work is also underway.

Contractors working on the Northeast Regional (Jackson's Grant) Lift Station are completing punch list items before starting up the lift station. Progress has been slow over the last month due to winter weather.

Cedar Point sewer extension is expected to begin once weather conditions improve. Work will be complete by April.



Drying Bed wall reconstruction underway at the Michigan Road WWTP



Lift Station 2 Upgrades project:  
Completed walls and roof for the new electrical building

**Engineering Update**

Over the past month engineering staff completed 213 locates, 46 I&I inspections, and 15 lateral inspections. Staff, with help from consultants, is observing mainline sewer installation at 9 development projects. 15 development projects are in plan review.

A map was assembled showing connected properties in Basin 1 that have had an I&I inspection. While many properties in Basin 1 have been inspected, the highest concentration of properties that have not been inspected was in the Home Place area. This area has the highest I&I according to flow metering data. Staff is developing a plan to conduct I&I inspections on all remaining properties in this area to identify and eliminate I&I sources.

Staff is meeting with the asset management software vendor to review processes and procedures. The vendor can then begin setting up the new system and copy data from our existing system. The new system should be ready for training and "go live" after a few weeks.

Engineering and plant staff are evaluating new odor control technologies for the plant headworks. Design and construction are expected to be complete this year.

Staff is working with the property owner at 106<sup>th</sup> Street and Ditch Road regarding an easement for the 106<sup>th</sup> Street Parallel Force Main Project. Design work and bidding will be completed once the few remaining easements are acquired.

Quotes were received for relocating part of the Southern Interceptor crossing Ream Creek. Sewer relocation will allow Hamilton County to complete drainage improvements in the area. Quotes will be presented to the Board this month.

## PLANT REPORT—SCOT WATKINS

The District has been experiencing “rotten egg” odor issues caused by high hydrogen sulfide levels at a few of the larger lift stations and at the headworks of the wastewater treatment plant. Staff is evaluating the best long term solutions based on the capital projects proposed in the report by Clean Air & Water Engineering. Until the odor control project is constructed later this year, an interim solution has been implemented. A chemical drip of calcium nitrate has been installed at Lift Stations 8 & 23 to reduce the hydrogen sulfide levels downstream at Lift Stations 2 & 17 and at the WWTP headworks. The hydrogen sulfide levels are being monitored at these locations.

The televising of the sewers in Basin 1 is nearing completion with 30,157 feet being completed this month. Several more leaking joints were identified and placed on the schedule for repair. Other important maintenance tasks completed in the collection system included the repair of the Lift Station #14 generator and the replacement of the macerator at Lift Station #2.

The improvements to the drying beds at the WWTP have begun with the removal of the deteriorated block walls which will be replaced with concrete walls. Other general maintenance repairs included the replacement of a bad starter in the step screen, installation of a new effluent sampler, repair of an air leak in the piping in the blower building, repair of the blower room exhaust fan and removal of the Hydromatic pump in Digester 4 for repair by the vendor.

### Safety Update—Loren Prange

The District had no reportable injuries in January and has gone 2,177 days without a lost time accident.

There were 3 tailgate sessions. Topics covered:

01/05/16 Using Jackhammers Safely

01/19/16 Eyes on Safety

01/26/16 Safe Fuel Handling Practices

On 01/25/16, Staff received training from Safety Resources on the topics of Machine Guarding, Lock Out Tag Out, Control of Hazardous Energy and Cold Weather Stress.

## FINANCIALS—RON HANSEN

In December, Sales were over budget by 9% due to higher Commercial Sales. Commercial Sales were 25% higher than budget and 29% over December 2014. Operating Expenses were favorable with 3% lower spending. Lift Station R&M and Manhole R&M accounted for \$35,000 of the lower spending. Net Income of \$134,000 was 65% higher than budgeted.

For 2015, Sales were favorable at 6% higher than budgeted and Operating Expenses were favorable with 7% 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 66% of the favorable variance. Net Income was favorable at 37% over budget and 27% higher than 2014.

Capital spending for December was \$42,000 or 0.4% of the 2015 Capital Budget. Total spending for 2015 was \$2,291,000 or 24% of the budget. Capital spending in 2014 was \$3,239,000. The 2016 Capital Budget is \$11,306,000. There are \$3,000,000 in open contracts and purchase orders for 2016 capital projects.

Cash balances increased by \$46,000 in December, and increased overall \$1,754,000 in 2015 due to lower than budgeted capital spending

### CALENDAR OF EVENTS

February 10	Staff Meeting	10:00 a.m.
February 22	P & B Meeting	7:30 a.m.
February 26	B & F Meeting	7:30 a.m.
March 7	C & C Meeting	4:30 p.m.
March 14	Board Meeting	7:00 p.m.



**EMPLOYEE SPOTLIGHT—****Rob Lovell**

The District is pleased to welcome Rob Lovell as the Collections Superintendent. Rob brings with him over 25 years of experience in water and wastewater treatment in Central Indiana.

In his spare time, Rob enjoys playing golf, environmental work, driving his Camaro, woodworking and carpentry. He collects comic books and collectibles and enjoys watching superhero movies and cooking out on the grill.

Rob and his wife Angela have been married for 20 years and have known each other since 7th grade. Angela works for Noblesville Schools and enjoys having the summer break. In her spare time she enjoys photography, cooking, baking, decorating their home, painting, collecting retro Christmas memorabilia, gardening and taking walks with their 11 year old Cocker Spaniel named Annabelle.



Angela, Annabelle and Haley

Rob and Angela have a daughter named Haley, who is a senior at Noblesville High School. After graduation, Haley hopes to attend Purdue and major in Exercise Science to become a physical therapist. She has participated all 4 years in the NHS New Dimension Show Choir, winning 2nd and 3rd place for the best women's show choir in the State of Indiana.

Rob, Angela and Haley enjoy traveling to beach destinations in Florida, South Carolina and Gulf Shores, Alabama. Someday they would like to travel to Ireland and Great Britain.

Rob and Angela have always lived in Hamilton County, Indiana except for when Rob was young he lived in Tennessee and Detroit for a short time.

Rob says he is glad he followed in his father's footsteps working in the water and wastewater fields. Rob's goal was to achieve the highest certifications in the utility industry in Indiana. He is certified with a State of Indiana WT5, WT3 and DSL in drinking water. He also holds a Class IV in wastewater. He says he has always enjoyed the challenges that come with working in the utility field and also the lifelong friends he has made through his career.

**Board Recognition - Barb Lamb**

At the January 11 Board of Trustees meeting, President Marilyn Anderson thanked Barb Lamb for her years of service on the Board, recognizing many accomplishments during her term. A Significant accomplishment that Ms. Lamb was directly responsible for was the Employee Handbook rewrite.

Ms. Lamb was presented with an award for her service, and she gave her best wishes to the Board.

**BIRTHDAYS**

**Bob Roudebush**  
**Terri Kreyling**

**February 16**  
**February 18**

Clay Township Regional Waste District  
2016

Selected Statistics 2016 Summary	January	2016 Monthly Average	2016 YTD	2015 Monthly Avg Through January	2015 Total Through January
<b>Maintenance Information</b>					
Lateral Inspections	15	15	15	29	29
Certified I&I Inspections	46	46	46	50	50
Failed I&I Inspections	0	0	0	0	0
Customer Work Requests	0	0	0	0	0
Sewer Locates	213	213	213	774	774
Manholes Added	50	50	50	90	90
Total # of Manholes	5,642	n/a	5,642	n/a	5,404
Manholes Inspected	2	2	2	0	0
Feet of Sewer Added	11,383	11,383	11,383	1921	1,921
Total Footage of Sewers	1,535,114	n/a	1,535,114	n/a	1,494,512
Feet of Sewer Televised	30,157	30,157	30,157	0	0
Feet of Sewer Cleaned	0	0	0	0	0
Overflows	0	0.0	0	0.0	0
<b>Station 1 (Carmel Creek) Info</b>					
Rainfall / Precipitation (inches)	0.96	0.96	0.96	1.29	1.29
Total Flow (gallons)	62,700,000	62,700,000	62,700,000	45,170,000	45,170,000
Average Daily Flow (gallons)	3,022,581	3,022,581	3,022,581	1,505,667	n/a
Minimum Flow (gallons)	1,060,000	1,060,000.00	1,060,000	1,230,000	1,230,000
<b>Michigan Road Plant Info</b>					
Total Flow (gallons)	75,858,000	75,858,000	75,858,000	89,869,000	89,869,000
Maximum Daily Flow (gallons)	3,065,000	3,065,000	3,065,000	3,242,000	3,242,000
Average Daily Flow (gallons)	2,447,032	2,447,000	2,447,032	2,899,000	n/a
Minimum Daily Flow (gallons)	2,217,000	2,217,000	2,217,000	2,361,000	2,361,000
Total Flow to Both Plants	138,558,000	138,558,000	138,558,000	135,039,000	135,039,000
<b>Biosolids Handling</b>					
Wasted (Biosolids) (gallons)	1,436,740	1,437,000	1,437,000	1,726,360	1,726,360
Dewatered (gallons)	432,000	432,000	432,000	899,000	899,000
Digested Sludge Withdrawn (gals)	646,400	646,000	646,000	858,300	858,300
<b>Customer Information</b>			14,292		
New Sewer Service Accounts	25	25	25	25	25
Permits Issued	21	21	21	23	23

**Clay Township Regional Waste District  
2016 Budget - Summary**

<b>ITEM</b>	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2016 Final Budget</b>	<b>% Change '16 Budget to '15 Est</b>
<b><u>REVENUE</u></b>				
Residential	3,703,112	3,976,294	4,102,000	3%
Commercial	1,838,788	2,110,127	2,000,000	-5%
Other	183,755	170,160	148,000	-13%
<b>TOTAL SALES</b>	<b>5,725,655</b>	<b>6,256,581</b>	<b>6,250,000</b>	<b>-0.1%</b>
Total Other Income	145,793	146,889	138,000	-6%
<b>TOTAL REVENUE</b>	<b>5,871,448</b>	<b>6,403,470</b>	<b>6,388,000</b>	<b>0%</b>
<b><u>OPERATING EXPENSE</u></b>				
Wages & Benefits	1,725,326	1,795,456	1,888,900	5%
Administration	619,980	566,666	685,300	21%
Plant & Treatment	1,330,334	1,315,072	1,707,000	30%
Collection System	583,837	451,513	673,000	49%
<b>TOTAL OPERATING EXPENSE</b>	<b>4,259,477</b>	<b>4,128,707</b>	<b>4,954,200</b>	<b>20%</b>
<b>OPERATING INCOME</b>	<b>1,611,971</b>	<b>2,274,763</b>	<b>1,433,800</b>	<b>-37%</b>
Depreciation	3,030,846	3,467,130	3,540,000	2%
Amortization	(2,901,948)	(3,082,164)	(3,240,000)	5%
<b>NET INCOME</b>	<b>1,483,073</b>	<b>1,889,797</b>	<b>1,133,800</b>	<b>-40%</b>

**Clay Township Regional Waste District**  
**2016 Budget - Final**

<b>REVENUE</b>					
<b>ITEM</b>	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2016 Final Budget</b>	<b>% Change '16 Budget to '15 Est</b>	<b>Items charged to the account</b>
Residential	3,703,112	3,976,294	4,102,000	3.2%	Monthly sewer service bills for homes & duplexes
Commercial	1,838,788	2,110,127	2,000,000	-5.2%	Monthly sewer service bills for businesses, apartments
Late Charges	69,241	76,215	68,000	-11%	Late charges (10%) on sewer service bills
Application Fees	70,785	56,088	55,000	-2%	Fee of \$150/EDU for new service, covers permit & inspection
Plan Review, Inspection, Misc. Rev.	43,729	37,857	25,000	-34%	Lab fees, reinspection fees, staff construction observation
<b>TOTAL SALES</b>	<b>5,725,655</b>	<b>6,256,581</b>	<b>6,250,000</b>	<b>-0.1%</b>	
<b>OTHER INCOME</b>					
Investment & Bank Interest	112,156	131,823	132,000	0%	Interest earned on Investments and bank accounts
Bank Service Fees	(9,052)	(5,454)	(1,000)	-82%	Service fees for our bank account - none currently
Deferred Interest-District Const Proj.	13,925	9,058	7,000	-23%	Interest charged to customers that defer payment of their local construction costs
Customer Fees	3,193	4,091	0	-100%	Fog fees, other fees
Miscellaneous Income / (Expense)	25,571	7,371	0	-100%	Other Income or Expenses that are from previous years or that do not directly relate to daily utility operations.
<b>TOTAL OTHER INCOME</b>	<b>145,793</b>	<b>146,889</b>	<b>138,000</b>	<b>-6%</b>	(disposal of fixed assets)
<b>TOTAL REVENUE</b>	<b>5,871,448</b>	<b>6,403,470</b>	<b>6,388,000</b>	<b>-0.2%</b>	

Clay Township Regional Waste District  
2016 Budget - Final

<b>EXPENSES</b>					
ITEM	2014 Actual	2015 Actual	2016 Final Budget	% Change '16 Budget to '15 Est	Items charged to the account
<b><u>WAGES &amp; BENEFITS</u></b>					
Wages	1,250,384	1,278,517	1,339,000	4.7%	Wages & salaries including overtime
Other Employee Exp	8,773	21,843	10,000	-54%	Payroll exp, unemployment, physicals, drug testing, EAP job advertising, service awards
Retirement (401a) Expense	124,510	127,169	133,900	5%	401a with Hoosier Start - 10% of biweekly wages
Employee Insurance	251,692	276,341	309,000	12%	Health, life, dental, short & long-term disability employee insurance plans, wellness program, health savings acct
Taxes - FICA	89,967	91,586	97,000	6%	Company matching portion of Social Security and Medicare payroll tax.
TOTAL WAGES & BENEFITS	1,725,326	1,795,456	1,888,900	5%	
<b><u>ADMINISTRATION EXPENSE</u></b>					
Gov't Ctr. Oper. Acct.	56,440	36,218	55,000	52%	District allocation of operating costs for the government center - administrative office.
Professional Education	19,669	19,451	23,000	18%	Employee training & education fees - seminars, courses, certifications. Travel expenses charged to Travel & Mileage.
Board Fees	18,350	19,300	19,000	-2%	Fee paid to board members @ \$50/day - meetings, prep
Board Committee Exp	808	1,216	2,000	64%	Other board/committee expenses - board retreat
Consulting	25,635	32,011	50,000	56%	Consulting not charged to other accts - wage study,
Computer Expenses/Consultants	105,738	93,379	80,000	-14%	Software maintenance, website hosting, data lines, backups, non-capital purchases, network maintenance & security
Insurance	82,636	88,651	95,000	7%	Property & liability insurance, auto, workers comp
Accounting Fees	970	0	6,000	0%	Outside accounting fees for the rate study, SBA audit
Legal	25,734	38,188	50,000	31%	Legal fees not related to construction or customer collection.
Engineering	61,753	18,921	60,000	217%	Master Plan and non-project related engineering.
Special Engineering (I&I)	780	0	20,000	#DIV/0!	Engineering/studies for Inflow & Infiltration (I & I)
Professional Affiliations	4,648	4,238	4,500	6%	Membership, license fees to professional organizations - Chamber of Commerce, AWWA, CDL

Clay Township Regional Waste District  
2016 Budget - Final

<b>EXPENSES</b>					
ITEM	2014 Actual	2015 Actual	2016 Final Budget	% Change '16 Budget to '15 Est	Items charged to the account
Travel & Mileage	8,102	8,251	7,000	-15%	Travel expenses - meals, mileage, hotel. Seminar/conference fees charged to Professional Education.
Collection	(1,603)	(1,092)	0	-100%	Delinquent account collection fees - legal, recording fees
Billing Service Contracts	139,915	139,331	140,000	0%	Customer billing costs including meter reading, reports, cusi annual fees and added misc programming fees.
Bad Debt Expense	0	21	100	0%	Write-off of uncollectable customer accounts.
Office Expense	9,004	9,373	11,000	17%	Office supplies, subscriptions, other office expenses.
Postage	9,174	9,000	9,700	8%	Postage
Office Services	35,757	31,487	30,000	-5%	Services - maintenance, trash, phone, water
Customer Outreach & Education	16,470	18,722	23,000	23%	Brochures, educational materials, FOG items given to customers.
<b>TOTAL ADMINISTRATION EXP</b>	<b>619,980</b>	<b>566,666</b>	<b>685,300</b>	<b>21%</b>	
<b><u>PLANT &amp; TREATMENT EXPENSE</u></b>					
Sewage Treatment					
Carmel WWTP	715,709	731,733	1,110,000	52%	Carmel wholesale sewage treatment.
Sewer Sampling	37,779	26,378	35,000	33%	Lab supplies & chemicals, special testing
Biosolids Disposal	138,195	137,801	120,000	-13%	Biosolids hauling, belt press chemicals
Plant R & M	145,656	148,418	140,000	-6%	R & M for plant treatment machinery including belt press
Utilities - Plant	229,027	220,676	225,000	2%	Plant electric, gas, water, trash, phone, cell phone, security.
Operating Supplies - Plant	36,918	20,201	45,000	123%	Plant treatment/odor chemicals excluding biosolids, lubricants, other non-office supplies for the plant
Safety materials and training	17,780	19,195	20,000	4%	Safety supplies, training materials, equipment, safety programs.
Permit Fees	9,270	10,670	12,000	12%	Annual fee paid to IDEM in January
<b>TOTAL TREATMENT EXPENSE</b>	<b>1,330,334</b>	<b>1,315,072</b>	<b>1,707,000</b>	<b>30%</b>	



Clay Township Regional Waste District  
2016 Budget - Final

<b>EXPENSES</b>					
<b>ITEM</b>	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2016 Final Budget</b>	<b>% Change '16 Budget to '15 Est</b>	<b>Items charged to the account</b>
<b><u>COLLECTION SYSTEM EXPENSE</u></b>					
Lift Station R & M	165,901	119,920	165,000	38%	Cleaning, repairs, maintenance - everything at the lift station.
Line maintenance	56,300	44,465	40,000	-10%	Line cleaning
Line repair	5,927	46,608	50,000	7%	Line repairs - patching, slip lining, small section replacement, air release valve repairs.
Equipment & Repairs	23,890	18,199	20,000	10%	Tools, mowers, portable equipment-purchases and repairs
Special R&M (I & I)	45,963	8,169	85,000	941%	Repairs & maintenance for I & I problems.
Vehicle R & M	15,610	26,108	25,000	-4%	Licensed vehicle/trailer maintenance and repairs.
Fuel	30,215	16,372	25,000	53%	Gas, diesel for vehicles, generators, equipment
Utilities - Lift Stations	157,739	152,852	160,000	5%	Lift station electric, phone, gas service for generators.
Operating Supplies - Collection	6,348	5,052	6,000	19%	Chemicals(odor, grease),
Manhole R&M	51,446	234	75,000	31951%	Materials & outside contractor costs for exposing and/or raising manholes to grade. I & I repairs chg to R&M SSES.
Televising	13,511	1,253	10,000	698%	Video recording of sewer lines/laterals
Uniforms & Shop Towels	10,987	12,281	12,000	-2%	Uniform service including rented rugs & towels, purchase
<b>TOTAL COLLECTION SYS EXP</b>	<b>583,837</b>	<b>451,513</b>	<b>673,000</b>	<b>49%</b>	
<b>TOTAL OPERATING EXPENSE</b>	<b>4,259,477</b>	<b>4,128,707</b>	<b>4,954,200</b>	<b>20%</b>	
<b>OPERATING INCOME</b>	<b>1,611,971</b>	<b>2,274,763</b>	<b>1,433,800</b>	<b>-37%</b>	
Depreciation	3,030,846	3,467,130	3,540,000	2%	Expensing of capital purchases per depreciation policy.
Amortization	(2,901,948)	(3,082,164)	(3,240,000)	5%	Write-off of sewers dedicated to the District
<b>NET INCOME</b>	<b>1,483,073</b>	<b>1,889,797</b>	<b>1,133,800</b>	<b>-40%</b>	



## BUDGET & FINANCE COMMITTEE

Friday, January 22, 2016 @ 7:30 A.M.

### Memorandum

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

Ms. Merrill called the meeting to order at 7:31 a.m.

Carmel Treatment Surcharge – Mr. Williams reported that he met with Mr. Duffy from Carmel Utilities. Mr. Duffy stated that he would consider accepting the District's proposal for surcharges if the agreement included flow limits such as the 120% limit that had been in previous agreements. Mr. Williams reviewed language with this limit that was included in the committee packet. He also stated that this language would be discussed at the next Capital and Construction committee meeting.

It was noted at the meeting that Carmel had passed a rate ordinance increasing their monthly sewer rates. Mrs. Poindexter said that she will review the effect if any on the wholesale treatment ordinance that was passed last year.

Mr. Hand asked if any of the comments in the emails and letters sent by Carmel during the surcharge negotiations could be used in the future regarding capacity issues. Mrs. Poindexter stated that the surcharge agreement that will be signed by Carmel and the District would be the only document that would apply. The other documents were only for negotiation purposes.

Financial Statements and Investments – Mr. Hansen reviewed the December 2015 financial performance. Sales, Operating Expenses and Net Income were favorable for December and the year. Cash balances increased slightly in December and were \$1.8 million higher than 2014 due to the low capital spending. Mr. Mills said that it would be nice to see updated cash balance charts with the year-end numbers. Mr. Hansen replied that he planned to present updated charts once each quarter and they would include the 2015 year-end cash balances.

Other Business – The Board and Committee meeting schedule was handed out for review. There were no requests to change the meeting date from the fourth Friday of each month.

The meeting was adjourned at 8:09 a.m.



The next meeting is scheduled for Friday, February 26, 2016 at 7:30 a.m.

Respectfully submitted,

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

Ron Hansen  
Controller



## MEMORANDUM

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**To: Board of Trustees**  
**From: Ron Hansen**  
**Date: February 2, 2016**  
**Subject: Rate Ordinance 01-11-2016**

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At the January 11, 2016 Board Meeting, the Board approved the first reading of Rate Ordinance 01-11-2016.

**Recommended Action:** Approve Rate Ordinance 01-11-2016.

**ORDINANCE 01-11-2016**  
**District Wide Fees**

An ordinance establishing district wide connection fee, interceptor fee, application and reinspection charges to be collected from owners of properties to be served by the sewage works of the District and matters connected therewith, amending and replacing Section 1 of Ordinance 10-08-2012B.

*Now, therefore, be it ordained by the Board of Trustees of the Clay Township Regional Waste District, Indiana:*

**Section 1.** The District Wide Connection Fee, Interceptor Fee, Application and Reinspection Charges established under Section 1 of 10-08-2012B and all prior ordinances are hereby amended and set forth as follows:

**A. District Wide Connection Charge.**

1. Prior to receiving a permit to connect to the sewer works for the District, the owner, lessee or developer of any real estate within the District shall pay to the District a connection fee of One Thousand Seven Hundred Thirty-Two Dollars (\$1,732.00) per EDU (based upon 310 GPD). The estimated average daily flow in thousands of gallons per day for the real estate to be served by the District shall be determined based upon the proposed use of the real estate to be served, and shall then be calculated using the number and type of units or premises to be located on the real estate and the applicable equivalent user contribution multiplies as set forth by the Indiana Administrative Code 327 IAC 3-6-11.
2. The owner, lessee or developer of the real estate may submit data to the District which purports to provide a more accurate estimation of the average daily flow (for example from water bills or other actual data setting forth flow from similar facilities). Upon receipt and review of the data provided, the District, may in its absolute discretion, but is not required to agree to an EDU amount that is other than the amount determined pursuant to A.1. above.
3. Residential lots previously containing a dwelling that was connected to the District's sanitary sewers and having paid a monthly sewer service billing are exempt from the connection charge in the event the dwelling is demolished and new residential dwelling built on the same real estate.

**B. District Wide Interceptor Fee.**

1. In addition to the connection charge set forth above based upon EDU's there is also due prior to the receipt of a permit, an interceptor charge of Three Thousand Eight Hundred Eighty-Five Dollars (\$3,885.00) per acre. However, residential lots previously containing a dwelling that was connected to the District's sanitary sewers and having paid a monthly sewer service billing are exempt from the interceptor fee in the event the dwelling is demolished and new residential dwelling built on the same real estate. Lots and parcels that are part of a district neighborhood sewer extension project in which local sewer charges are assessed by ordinance are also exempt.

C. Application Fee. A One Hundred Fifty Dollar (\$150.00) per EDU (up to a maximum of Three Thousand Dollars (\$3,000.00 per permit) application fee is due and payable at the time of issuance of the connection permit.

D. Re-inspection Fee. In the event any real estate to be connected to the District's system has failed an inspection, or in the event the real estate requires more than two (2) inspections, the owner shall pay One Hundred Dollars (\$100.00) for each re-inspection or additional inspection.

E. Prior Connection, Interceptor, and Application Fees. The connection, interceptor, application fees and reinspection fees established under the Ordinance shall pre-empt and supersede and wholly replace the connection, interceptor, application and reinspection fees previously established under Section 1 of Ordinance No. 10-08-2012B, and any other prior Ordinances of the District as the same may be amended from time to time by the District. Nothing in the Ordinance shall be construed as limiting the applicability of the District's various use ordinances or other definitions or terms contained in other Ordinances, exception only the specific dollar interceptor, connection, application and reinspection fees set forth therein.

## **Section 2. Severability**

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

## **Section 3. Effective Date**

This Ordinance shall be in full force and effect upon adoption.

***PASSED AND ADOPTED*** by the Board of Trustees of the Clay Township Regional Waste District on the 8 day of Feb, 2016.

BOARD OF TRUSTEES:	Approve	Oppose	Abstain
<u>Marilyn Anderson</u> <i>Marilyn Anderson</i> Board of Trustees President	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Joseph Clark</u> Board of Trustees Vice President	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Michael McDonald</u> <i>Michael McDonald</i> Board of Trustees Secretary	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Jane Merrill	<i>Jane Merrill</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Board of Trustees Treasurer				
Amanda Foley	<i>Amanda Foley</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Board of Trustees Member				
Chuck Ford	<i>Chuck Ford</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Board of Trustees Member				
Eric Hand	<i>Eric Hand</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Board of Trustees Member				
Carl Mills	<i>Carl Mills</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Board of Trustees Member				
Steve Pittman	<i>Steve Pittman</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Board of Trustees Member				

ATTEST:

*Andrew Williams*



## PERSONNEL & BENEFITS COMMITTEE

Monday January 25, 2016 @ 7:30 A.M.

### Memorandum

Present: Committee Chair Joe Clark, members Michael McDonald and Chuck Ford, Utility Director Drew Williams, Customer Service Manager Terri Kreyling

Mr. Clark called the meeting to order at 7:34 a.m.

#### Safety Report

Mr. Williams indicated there had been no reportable injuries in December and the District has gone 2,148 days without a lost time accident. Mr. Williams gave a brief overview of safety practices and schedules. Mr. Clark asked if the District uses incentives to encourage safety on the job; Mr. Williams replied that staff received fire extinguishers this year. Staff completed weekly tailgate sessions as well as inspections of first aid kits and fire extinguishers.

#### Health Insurance

Mr. Williams reported that Anthem originally gave the District a 6.5% rate increase for 2016; which the District's agent negotiated down to 3.25%. When the District received the first invoice under the new rate however, it reflected an incorrect 6.5% increase. After Anthem reviewed the discrepancy, they further reduced the rate increase to only 0.2% for the 2016 premium.

Mr. Williams referred to the Summary of Benefits offered to all District Employees that was included in the meeting packet. In particular, Mr. Williams noted that Anthem has indicated that the plan is "Grandmothered" and they will be able to offer a renewal for October 1, 2016 through September 30, 2017. The District will shop the coverage again this year, but assuming the renewal rate is reasonable the District will likely remain with the current plan.

Since the District currently spends between \$7,500 and \$17,600 per employee for insurance coverage, there have been discussions in the past about offering an incentive to employees to take other coverage. Cash incentives could be deposited into a Health Reimbursement Account similar to the way we currently place seed and matching funds into Health Savings Accounts (HSA) for each employee on our health plan. Employees that do not take the District's health insurance cannot benefit from the District's \$1000 contribution and \$1000 match to the employee's HSA. An incentive would likely result in an overall savings to the District. The Committee will investigate the concept of incentives.

Mr. Ford mentioned his past experience with the contribution of sick days into a catastrophic illness bank for use by employees that experience extended health issues.

The District might consider implementing such a program. Mr. Ford prefers to see funds that are allocated for health care stay in areas related to health care.

The meeting was adjourned at 8:39 a.m.

The next meeting is scheduled for Monday February 22, 2016 at 7:30 a.m.

Respectfully submitted,



Andrew Williams  
Utility Director



## CAPITAL & CONSTRUCTION COMMITTEE

Monday, February 1, 2016 @ 4:30 P.M.

### Memorandum

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

Ms. Foley called the meeting to order at 4:30 p.m.

Public Comments – There were no public comments.

Dedications – Mr. Hartman reported sanitary sewers for the Lakes at Town Road Section 3 are complete and ready for acceptance. The Committee will recommend the Board accept the dedication of the Lakes at Town Road Section 3.

Mr. Pittman asked if the recommendation for acceptance of a new section of sewer means that the District has done a final inspection. Mr. Hartman confirmed that acceptance means the new sewers have been inspected and that everything was constructed in accordance with the CTRWD standards. Once accepted the sewers are covered by a three year warranty that is backed by a 10 percent maintenance bond, which the District has required of private developers for approximately 10 years. Everything is inspected prior to expiration of the 3 year warranty period.

#1509 Ream Creek Sanitary Sewer Relocation project – Mr. Merkle reported that this project was required by the Hamilton County Surveyors Office so they could complete drainage work along the creek, which is located just north of I-465 near The Retreat. Engineering plans are complete and staff has obtained needed easements.

The following quotes were received January 26 for the subject project:

Culy Contracting, Inc.	\$ 64,885
Poindexter Excavating, Inc.	\$ 154,000
Eagle Valley, Inc.	\$ 188,000

Culy Contracting, Inc. was the lowest responsive and responsible quoter.

The Committee will recommend the Board award the Ream Creek Sanitary Sewer Relocation construction contract to Culy Contracting, Inc. in the amount of \$64,885.



Carmel Treatment Surcharge –Mr. Williams reported that he believes the proposed changes to the surcharge, as shown in the C&C Committee Meeting packet, would be reasonable for both parties. This item was discussed with the B&F Committee and they are supportive of the proposed changes.

Mrs. Poindexter recommended the proposed changes be approved by the City of Carmel prior to making a recommendation to the Board.

## UPDATES

### 1. Capital Projects & Construction

#1502 – Lift Station 2 Pump Replacements & Standby Power Upgrades – Crews constructed concrete block walls and roof for the new electrical building. Piping was replaced in the north valve vault. Crews will begin installing electrical equipment after it is delivered in a few weeks. All new pumps have been delivered. Completion is expected in late March-April. The old building will be demolished once the new building is complete.

#1503 – NE Regional Lift Station (Jackson's Grant) – Contractors working on the Northeast Regional (Jackson's Grant) Lift Station are completing punch list items before starting up the lift station. Progress has been slow over the last month due to winter weather.

#1505 – WWTP Odor Control Upgrades - Engineering and Plant Staff are evaluating new odor control technologies for the plant headworks. Design and construction are expected to be complete this year.

#1506 – Basin 1 Wet Weather Solutions – Some manhole rehabilitation was completed this month. More will be done once the weather improves. Rehabilitation should be complete in July. Approximately 430 manholes will be affected by this project.

#1509 – Ream Creek sewer relocation project - Quotes were received for relocating part of the Southern Interceptor crossing Ream Creek. Sewer relocation will allow Hamilton County to complete drainage improvements in the area. Quotes will be presented to the Board this month.

#1510 – Cedar Point Sewer Extension - Cedar Point sewer extension is expected to begin once weather conditions improve. Work will be complete by April.

#1601 – 106<sup>th</sup> Street Parallel Force Main - Staff is working with the property owner at 106th Street and Ditch Road regarding an easement for the 106th Street Parallel Force Main project. Design work and bidding will be completed once the few remaining easements are acquired.

## 2. I&I Ordinance changes

Staff continues to assess how potential changes to the ordinance would positively affect the District, and how resources could be better utilized. Findings will be presented to the Committee next month.

## NEW BUSINESS

Mr. Williams presented the 2016 schedule of meetings which was accepted by Committee members.

The meeting was adjourned at 5:22 p.m.

Date and time for next meeting: Monday, March 7, 2016 at 4:30 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Wes Merkle', written over the printed name.

Wes Merkle  
Engineering Manager



## MEMORANDUM

---

**To: Board of Trustees**  
**From: Drew Williams**  
**Date: February 1, 2016**  
**Subject: Carmel Treatment Surcharge**

---

In email correspondence, Mr. Duffy indicated that he could agree to the surcharge as presented. However, he is concerned that in the event the District should overflow when at the 7 mgd rate, Carmel's could somehow get painted as not allowing the District to pump more, even though we have the capacity.

He has suggested adding "the District acknowledges that Carmel is not responsible for overflows that occur in the District's system as long as Carmel has accepted, and is able to accept the flows listed in the Agreement".



## MEMORANDUM

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**To: Board of Trustees**  
**From: Ryan Hartman**  
**Date: February 2, 2016**  
**Subject: Dedication**

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The Lakes at Town Road Section 3 is complete and ready for acceptance.

Recommended Action: Accept the dedication of the Lakes at Town Road Section 3 sanitary sewers.



## MEMORANDUM

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**To: Board of Trustees**  
**From: Wes Merkle**  
**Date: February 2, 2016**  
**Subject: Project #1509 Ream Creek  
Sanitary Sewer Relocation**

---

The following quotes were received January 26 for the subject project:

Culy Contracting, Inc.	\$ 64,885
Poindexter Excavating, Inc.	\$ 154,000
Eagle Valley, Inc.	\$ 188,000

Culy Contracting, Inc. was the lowest responsive and responsible quoter.

Recommended Action: Award the Ream Creek Sanitary Sewer Relocation construction contract to Culy Contracting, Inc. in the amount of \$64,885.



# **PUBLIC EDUCATION AND OUTREACH**

February 8, 2016

# Education and Outreach

## Efforts started in 2007

- The elimination of FOG backups was a priority
- The implementation of the Pretreatment Ordinance

### • **Business**

- Distribution of the FOG Manual
- Educational signs in both English and Spanish of the proper procedures to follow in the food service industry.
- Meetings with the store managers

### • **Residential**

- Address the problems caused by residential discharge of grease, wipes, household hazardous wastes, prescription drugs and dental floss.

# Education and Outreach

## How best to get the message out?

- 🏛️ Over 14,000 customers
- 🏛️ Include brochures with the monthly bills
- 🏛️ Participate in local festivals

## Carmel Fest

- 🏛️ First venue because of its size and number of festival patrons.
- 🏛️ Added a spinning wheel and Plinko board to draw patrons to the booth.



# Festival booth setup and some of the promotional/educational giveaways.



# Education and Outreach

## Carmel Fest

 Handouts include educational grease prevention promotions

- Fat Trapper containers
- bowl/grease scrapers
- multi-size lids for grease cans
- tote bags made of recycled plastic
- jar openers

 Educate the children

- Coloring books
- Making their own “Grease Can”

# Education and Outreach

## Expanded Participation

### Zionsville Fall Festival

### Carmel Public Safety Day

- Share the need to keep the sewer free of debris
- Safety equipment that our collection crews use to repair the sewers, remove debris, and clean grease-laden pipes is on display.

### CTRWD provides FOG educational items year round

- Customers can access the District's website to request promotional items or they can pick them up at the Administrative Office.
  - Inquiries from as far away as California.

# Education and Outreach

## Wastewater Treatment Plant Tours

- 🏛️ School classes ranging from elementary to high school
- 🏛️ Local chapter of the American Society of Mechanical Engineers
- 🏛️ Boy and Girl Scouts troops
- 🏛️ Individual homeowners
- 🏛️ Homeschool groups
- 🏛️ Students researching science fair projects

While every tour is different, the importance of water quality and the proper disposal methods of wastes is always stressed.

# Education and Outreach

## Going into the Schools

### **Presentations in the Classroom**

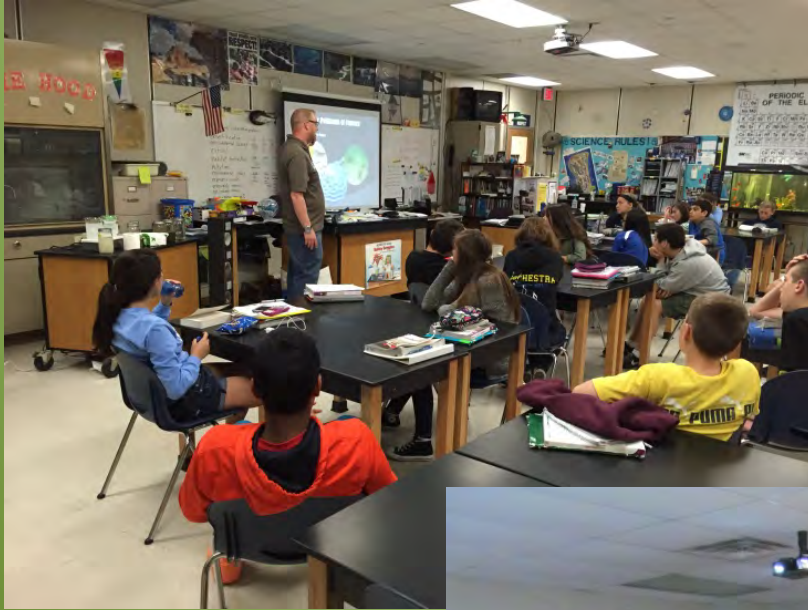
- Through videos, pictures, and wastewater samples collected throughout the treatment process, CTRWD employees were able to give the students the sense of being at the wastewater treatment plant without actually leaving their school.

### **Carmel Middle School requested the District present to their 7<sup>th</sup> and 8<sup>th</sup> grade science classes.**

- Half a day with the 8<sup>th</sup> grade
- Entire day with the numerous 7<sup>th</sup> grade classes
- Over 400 students



# Presentations



# **BROCHURES**

Brochures can be included in the monthly billing envelope as well as being handed out at festivals and other presentations.




**Clay Township Regional Waste District  
Wastewater Plant**

The District collects over 100 million gallons of sewage from over 12,600 customers every month. Considering that whatever goes down the drain can potentially have harmful effects on the local waterways, it is very important to keep fats and oils, prescription drugs, paint thinners, and other household cleaners out of the drains. Also consider that these things must be removed so that we can return the water back to the environment. This is why it is essential that people understand the importance of maintaining water quality in our community.

**Not Safe for Sewers**

-  Fats, Oils, Grease, and Food Scrapes
-  Medicine
-  Trash
-  Household Cleaners and Chemicals
-  Sump Pumps
-  Downspouts

**Key:**

-  Trash
-  Household Hazardous Waste Center
-  Yard

If you would like more information  
about our Pretreatment Program,  
please visit our website:

[www.ctrwd.org/fog](http://www.ctrwd.org/fog)

Or

Contact our Pretreatment Specialist

Kermin Huntley

317-873-0564

If you have an interest in a Plant  
tour, contact Scot Watkins at:

317-873-0564



Clay Township Regional Waste District  
10701 N. College Ave, Suite A  
Indianapolis, IN 46280

Tel: (317) 844 - 9200

Fax: (317) 844 - 9203

[www.ctrwd.org](http://www.ctrwd.org)

# Love Your Drains

And don't let the heartache of  
a clogged drain ruin your  
Valentine's Day



CLAY TOWNSHIP  
REGIONAL WASTE DISTRICT  
TEL: (317) 844 - 9200



CTRWD collects over 100 million gallons of sewage from over 14,000 customers every month. CTRWD is very passionate about what gets placed down your drains! CTRWD urges you to be mindful of what goes down your drains. Remember that what goes down your drains must be removed so the water can be returned to the environment. Help to keep our rivers, lakes and streams clean by properly disposing of FOG and trash and keeping it out of the sewer system. It is essential that everyone understands the importance of maintaining water quality in our communities. Eventually this same water makes its way back into the drinking water supply.

To assist CTRWD customers in properly disposing of fats, oils and grease, CTRWD offers many handy household giveaways. Below are a few of the items that are available at our office to help you keep your drains clear and flowing.



Grease Jar



Jar Opener



Bowl Scraper



Three-tier Can Lid



**Come join CTRWD  
at the 2015 Carmel Fest!**

**CTRWD will be participating for  
the 7th year!**

Stop by our booth to learn more about:

- Wastewater treatment
- Household Hazardous Waste disposal
- Inflow and Infiltration prevention
- Fats, Oils and Grease prevention

There will be lots to learn for kids and adults, free drain-saving tips and tools to keep you staying in the game!



**Clay Township Regional Waste District**  
*Providing high quality, cost-effective sanitary  
sewer service to our community.*

10701 N College Avenue Suite A  
Indianapolis, Indiana 46280

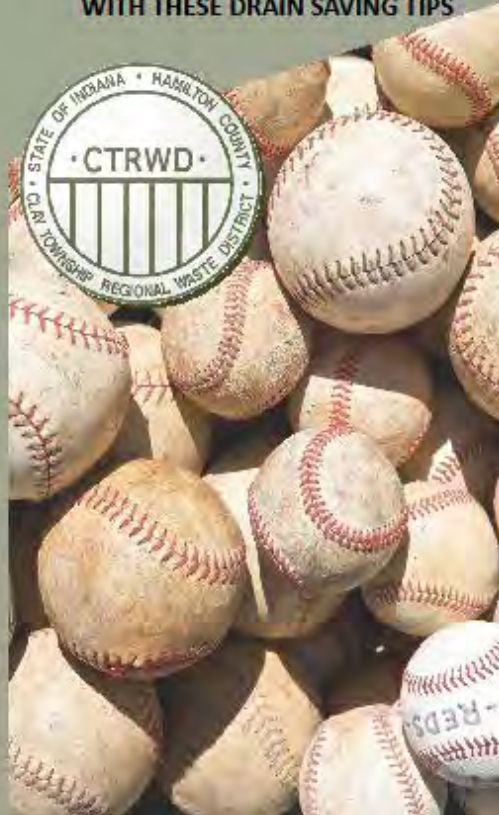
Phone: 317-844-9200

Fax: 317-844-9203

Web: [www.ctrwd.org](http://www.ctrwd.org)



**WITH THESE DRAIN SAVING TIPS**



# Education and Outreach

**Recognized for our efforts in 2013**

-  **IDEM Governor's Award for Outreach/Education**
-  **Water Environment Federation Public Education Award**

# **Public Outreach**

## **Taking it to the next level**

### **Looked for Professional Public Relations assistance**

- Recognition of the District's 40<sup>th</sup> Anniversary
- Concise message that could be shared
- Consultancy when contacted by the media

### **Working with Sease, Gerig & Associates**

# 40<sup>th</sup> Anniversary Recognition

## Stakeholders

- Appointing Agencies
- Past Board Members
- Carmel / Zionsville Council Members
- Other elected and appointed County officials the interact with the District

# 40<sup>th</sup> Anniversary Recognition

## Open House format with appetizers

- List of Past Board Members by decade
- Maps of the original service area overlaid with current service area
- Photos of the WWTP from 1992 until today
- Outreach Table set up
- Cleaning Truck and Camera Truck set up in parking lot
- Informational video running on a loop
- List of Employees by decade



## Clay Township Regional Waste District

### Who We Are

The Clay Township Regional Waste District (CTRWD) provides sanitary service and a solid infrastructure for environmentally sound development to more than 14,000 customers in the rapidly growing West Clay area and the eastern development of Zionsville.

Created in 1975, the CTRWD has grown nearly 40 percent over the last 10 years, providing service to a population of more than 40,000.

### Key Facts About CTRWD

- NO bonds and **NO outstanding debt**
- **Invested \$34 million** on capital projects in last 10 years
- New developments **pay for themselves** through fees
- One of the **lowest service rates** in central Indiana.

District	Rate (for 7,000 gallons usage)
<b>CTRWD</b>	<b>\$28.96</b>
Fishers	\$31.00
HSE	\$34.64
Noblesville	\$36.34
Carmel	\$36.91
Zionsville	\$44.50
Indianapolis	\$48.16
Westfield	\$61.00

The District, in its role as an environmental steward, has implemented several initiatives to improve the local environment, including:

- A 23-acre Wastewater Treatment Plant that is a certified Wildlife Habitat.
- A paper recycling program for CTRWD offices and the public.
- Trees are planted as more customers switch to paperless bills.
- Use of prairie at Wastewater Treatment Plant to reduce mowing while being earth-friendly.

### Public Recognition/Awards

The District has been recognized for its accomplishments with several awards. They include:

- Indiana Department of Environmental Management Governor's Award
  - Land Use (2014), Outreach/Education (2013), Greening the Environment (2012)
- Indiana Wildlife Federation 2015 Conservation Organization Award recognizing the District as an organization that has shown outstanding conservation efforts of Indiana's natural resources.
- Water Environment Federation Public Education Award (2013) a national award recognizing the District for its extensive efforts at public education.
- Water Environment Federation Burke Safety Award (2012)
- IWEA Outstanding Laboratory Award (2006 through 2015) and IWEA Municipal Safety Award (2008 through 2015) show the District's consistent efforts to operate the utility at the highest levels.

# Clay Township Regional Waste District

9.a.

## Register of Claims

For the period 1/12/2016 through 2/8/2016

Name of Claimant	Fund	Payment Date	Check Number	Amount of Claim	Amount Allowed	Memorandum
Merrell Brothers, Inc.	Operating	1/12/16	7862	\$390.00	\$390.00	Lift Station Waste Disposal
Amanda Foley	Operating	1/12/16	7863	\$300.00	\$300.00	Board fees
Amanda Foley	Operating	1/12/16	7863	\$200.00	\$200.00	Board fees
Carl S. Mills	Operating	1/12/16	7864	\$300.00	\$300.00	Board fees
Christopher Earle	Operating	1/12/16	7865	\$1,941.38	\$1,941.38	Reimbursement per Hussey Lane Agreement
Paul R & Marsha L SerVaas	Operating	1/12/16	7866	\$1,941.38	\$1,941.38	Reimbursement per Hussey Lane Agreement
Allison Payment Systems LLC	Operating	1/12/16	7867	\$3,492.82	\$3,492.82	Billing Services-Dec
Allison Payment Systems LLC	Operating	1/12/16	7867	\$4,947.41	\$4,947.41	Prepaid Postage-Dec
Ron Hansen	Operating	1/12/16	7868	\$32.00	\$32.00	2 Easements Recorded
Rycom Instruments Inc	Operating	1/12/16	7869	\$3,524.32	\$3,524.32	Cip-Locating System
Mary Mitchell	Operating	1/12/16	7870	\$151.68	\$151.68	Refund for overpayment
Matt Starr	Operating	1/13/16	7871	\$32.40	\$32.40	On call mileage - 1/10
Reliance Standard Life Insurance Co	Operating	1/14/16	7872	\$415.05	\$415.05	Additional dental premium - Jan
Jason Lewin	Operating	1/15/16	7873	\$41.04	\$41.04	On-call mileage 1/7 - 1/10
Anthem Blue Cross Blue Shield	Operating	1/20/16	7874	\$18,000.01	\$18,000.01	Employee Insurance
AT&T Mobility	Operating	1/20/16	7875	\$829.18	\$829.18	LS Phone Service
Bright House Networks	Operating	1/20/16	7876	\$224.00	\$224.00	Office Internet Service
Carmel Utilities	Operating	1/20/16	7877	\$10.89	\$10.89	LS 1 Water
Carmel Utilities	Operating	1/20/16	7877	\$10.89	\$10.89	LS 2 Water
IN.GOV	Operating	1/20/16	7878	\$95.00	\$95.00	Annual Fee
McAfee, Inc.	Operating	1/20/16	7879	\$119.20	\$119.20	Computer Expense
PNC Bank	Operating	1/20/16	7880	\$4,362.01	\$4,362.01	CC Expenses Dec 2015
Reliance Standard Life Insurance Co	Operating	1/20/16	7881	\$2,318.67	\$2,318.67	Employee Life Insurance
Vectren Energy Delivery	Operating	1/20/16	7882	\$29.50	\$29.50	LS 4
Vectren Energy Delivery	Operating	1/20/16	7882	\$48.37	\$48.37	LS 2
Vectren Energy Delivery	Operating	1/20/16	7882	\$18.20	\$18.20	LS 10
Richard Hoole	Operating	1/25/16	7883	\$19.44	\$19.44	Travel/Mileage-On Call
Stephen Hook II	Operating	1/25/16	7884	\$27.32	\$27.32	Refund 1/12/15 check# 5963
Stephen Hook II	Operating	1/25/16	7884	\$15.00	\$15.00	Reimbursement for bank fee
AFLAC	Operating	1/27/16	7885	\$475.52	\$475.52	Employee Deferred Liability
AT & T	Operating	1/27/16	7886	\$701.09	\$701.09	Plant Internet Service
AT&T	Operating	1/27/16	7887	\$259.09	\$259.09	Plant Phone Service
AT&T Mobility	Operating	1/27/16	7888	\$845.06	\$845.06	Employee Mobile Service
Citizens Energy Group	Operating	1/27/16	7889	\$30.58	\$30.58	Plant Water Service
Duke Energy	Operating	1/27/16	7890	\$2,337.09	\$2,337.09	LS 1
Duke Energy	Operating	1/27/16	7890	\$61.11	\$61.11	LS 6
Duke Energy	Operating	1/27/16	7890	\$469.61	\$469.61	LS 4
Duke Energy	Operating	1/27/16	7890	\$169.27	\$169.27	LS 5
Duke Energy	Operating	1/27/16	7890	\$129.57	\$129.57	LS 21

# Clay Township Regional Waste District

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## Register of Claims

For the period 1/12/2016 through 2/8/2016

Name of Claimant	Fund	Payment Date	Check Number	Amount of Claim	Amount Allowed	Memorandum
Duke Energy	Operating	1/27/16	7890	\$199.34	\$199.34	LS 19
Vectren Energy Delivery	Operating	1/27/16	7891	\$1,171.92	\$1,171.92	Plant Gas Service
Michelle Bettner	Operating	1/27/16	7892	\$410.22	\$410.22	Refund for overpayment
Reliance Standard Life Insurance Co	Operating	2/1/16	7893	\$588.07	\$588.07	Std/Ltd Insurance
Strand Associates, Inc.	Interceptor	2/8/16	7894	\$755.99	\$755.99	CIP - NE Regional LS - Proj 1503
Graves Plumbing Company, Inc.	Reserve for Repl.	2/8/16	7895	\$140,203.75	\$140,203.75	CIP - LS 2 Pump Repl - Proj 1502 - pay app #2
Strand Associates, Inc.	Reserve for Repl.	2/8/16	7896	\$2,894.19	\$2,894.19	CIP - LS1 VFD Repl - Proj 1501
Strand Associates, Inc.	Reserve for Repl.	2/8/16	7896	\$10,042.16	\$10,042.16	CIP - LS 2 Pump Repl - Proj 1502
982-Praxair Distribution, Inc.	Operating	2/8/16	7897	\$26.62	\$26.62	Plant R&M
Aaron Strong	Operating	2/8/16	7898	\$30.00	\$30.00	Cell phone reimbursement
Acorn Distributors, Inc.	Operating	2/8/16	7899	\$755.91	\$755.91	Gov't Center - floor polisher, supplies
Acorn Distributors, Inc.	Operating	2/8/16	7899	\$392.65	\$392.65	Gov't Center - cleaning supplies
Amanda Foley	Operating	2/8/16	7900	\$300.00	\$300.00	Board fees
AnyPromo.com	Operating	2/8/16	7901	\$241.64	\$241.64	Customer promo items
AnyPromo.com	Operating	2/8/16	7901	\$409.13	\$409.13	Customer promo items
AnyPromo.com	Operating	2/8/16	7901	\$580.07	\$580.07	Customer promo items
AnyPromo.com	Operating	2/8/16	7901	\$248.81	\$248.81	Customer promo items
AnyPromo.com	Operating	2/8/16	7901	\$340.08	\$340.08	Customer promo items
Barth Electric Co., Inc.	Operating	2/8/16	7902	\$1,985.00	\$1,985.00	Install generator plug
Barth Electric Co., Inc.	Operating	2/8/16	7902	\$2,140.00	\$2,140.00	CIP - Plant Elect Transfer Switch Repl
Bio Chem, Inc.	Operating	2/8/16	7903	\$5,980.60	\$5,980.60	Biosolids disposal
Brenntag Mid-South, Inc.	Operating	2/8/16	7904	\$2,071.38	\$2,071.38	Lift station odor control chemical
Campbell Kyle Proffitt LLP	Operating	2/8/16	7905	\$743.70	\$743.70	Collections - Chumley
Campbell Kyle Proffitt LLP	Operating	2/8/16	7905	\$3,326.08	\$3,326.08	Political subdivision - legal fees
Carl S. Mills	Operating	2/8/16	7906	\$200.00	\$200.00	Board fees
Carmel Utilities	Operating	2/8/16	7907	\$1,128.00	\$1,128.00	Water meter rental
Charles Ford	Operating	2/8/16	7908	\$100.00	\$100.00	Board fees
CHEMSEARCHFE	Operating	2/8/16	7909	\$1,366.08	\$1,366.08	Plant R&M
Clay Township Trustee	Operating	2/8/16	7910	\$3,873.50	\$3,873.50	Gov't Center - Jan
Community Employer Health	Operating	2/8/16	7911	\$387.42	\$387.42	EAP - January
Community Occupational Health Services	Operating	2/8/16	7912	\$50.00	\$50.00	Random testing - staff
Cummins Crosspoint	Operating	2/8/16	7913	\$3,238.95	\$3,238.95	LS 14 generator emergency repair
Davis Wholesale Supply	Operating	2/8/16	7914	\$336.63	\$336.63	Salt for plant, gov't center
Dell Marketing L.P.	Operating	2/8/16	7915	\$2,262.93	\$2,262.93	3 desktop computers
DLZ Indiana, LLC	Operating	2/8/16	7916	\$1,312.50	\$1,312.50	Construction Inspect - Hidden Pines
DLZ Indiana, LLC	Operating	2/8/16	7916	\$187.50	\$187.50	Construction Inspect - Lakes@Towne Rd 3
DLZ Indiana, LLC	Operating	2/8/16	7916	\$993.75	\$993.75	Construction Inspect - Sunrise on the Monon - Dec
DLZ Indiana, LLC	Operating	2/8/16	7916	\$150.00	\$150.00	Construction Inspect - Sunrise on the Monon - Jan
Duke Energy	Operating	2/8/16	7917	\$948.24	\$948.24	LS 17



# Clay Township Regional Waste District

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## Register of Claims For the period 1/12/2016 through 2/8/2016

Name of Claimant	Fund	Payment Date	Check Number	Amount of Claim	Amount Allowed	Memorandum
Duke Energy	Operating	2/8/16	7917	\$876.41	\$876.41	LS 14
Duke Energy	Operating	2/8/16	7917	\$235.83	\$235.83	LS 11
Duke Energy	Operating	2/8/16	7917	\$261.64	\$261.64	LS 16
Duke Energy	Operating	2/8/16	7917	\$348.23	\$348.23	LS 23
Duke Energy	Operating	2/8/16	7917	\$13,254.05	\$13,254.05	Plant
Environmental Resource Associates	Operating	2/8/16	7918	\$534.46	\$534.46	Sewer sampling
Eric Hand	Operating	2/8/16	7919	\$150.00	\$150.00	Board fees
Eric Luis Delacruz	Operating	2/8/16	7920	\$30.00	\$30.00	Cell phone reimbursement
Fastenal Company	Operating	2/8/16	7921	\$31.31	\$31.31	Lift Station R&M
Fastenal Company	Operating	2/8/16	7921	\$211.58	\$211.58	Plant R&M
Ferguson Enterprises, Inc. #1480	Operating	2/8/16	7922	\$22.87	\$22.87	Plant R&M
Ferguson Enterprises, Inc. #1480	Operating	2/8/16	7922	\$51.25	\$51.25	Plant R&M
FerrellGas	Operating	2/8/16	7923	\$87.85	\$87.85	Plant R&M
GRW	Operating	2/8/16	7924	\$910.00	\$910.00	CIP - Cedar Point - Proj# 1510
GRW	Operating	2/8/16	7924	\$100.00	\$100.00	CIP - 106th St FM - Proj 1601
Hach Company	Operating	2/8/16	7925	\$244.31	\$244.31	Sewer sampling
Hach Company	Operating	2/8/16	7925	\$503.04	\$503.04	Sewer sampling
Hach Company	Operating	2/8/16	7925	\$212.71	\$212.71	Sewer sampling
Hach Company	Operating	2/8/16	7925	\$5,764.10	\$5,764.10	CIP - Lab Equipment
HWC Engineering	Operating	2/8/16	7926	\$5,500.00	\$5,500.00	CIP - Ream Creek Int - Proj 1509
Indiana Department of Environmental Mgmt	Operating	2/8/16	7927	\$9,500.00	\$9,500.00	2016 NPDES Permit Fee
Indiana Department of Environmental Mgmt	Operating	2/8/16	7927	\$100.00	\$100.00	2016 Permit - Stormwater
Indiana Media Group	Operating	2/8/16	7928	\$100.98	\$100.98	Ord 01-11-2016-District Wide Fees
Indy Express, Inc.	Operating	2/8/16	7929	\$171.70	\$171.70	Mail delivery service
IUPPS	Operating	2/8/16	7930	\$1,296.75	\$1,296.75	Locates
Jane B. Merrill	Operating	2/8/16	7931	\$200.00	\$200.00	Board fees
Jeffrey Martin	Operating	2/8/16	7932	\$30.00	\$30.00	Cell phone reimbursement
Joseph R. Clark	Operating	2/8/16	7933	\$150.00	\$150.00	Board fees
Kermin Huntley	Operating	2/8/16	7934	\$30.00	\$30.00	Cell phone reimbursement
Kirby Risk Corporation	Operating	2/8/16	7935	\$463.64	\$463.64	Plant R&M
Kirby Risk Corporation	Operating	2/8/16	7935	\$131.40	\$131.40	Lift Station R&M
Marilyn Anderson	Operating	2/8/16	7936	\$400.00	\$400.00	Board fees
Marketpro, Inc.	Operating	2/8/16	7937	\$139.87	\$139.87	Uniforms
Marketpro, Inc.	Operating	2/8/16	7937	\$104.91	\$104.91	Uniforms
Media Factory	Operating	2/8/16	7938	\$147.59	\$147.59	Business Cards
Menards - Carmel	Operating	2/8/16	7939	\$85.97	\$85.97	Line maintenance
Merrell Brothers, Inc.	Operating	2/8/16	7940	\$300.00	\$300.00	2015 EPA Reporting
Merrell Brothers, Inc.	Operating	2/8/16	7940	\$8,737.49	\$8,737.49	Biosolids Disposal
Michael A. McDonald	Operating	2/8/16	7941	\$200.00	\$200.00	Board fees

# Clay Township Regional Waste District

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## Register of Claims

For the period 1/12/2016 through 2/8/2016

Name of Claimant	Fund	Payment Date	Check Number	Amount of Claim	Amount Allowed	Memorandum
Christine Davis	Operating	2/8/16	7942	\$28.96	\$28.96	Refund sewer overpayment
David Ralstin	Operating	2/8/16	7943	\$18.23	\$18.23	Refund sewer overpayment
Ion Home Solutions Inc	Operating	2/8/16	7944	\$28.96	\$28.96	Refund sewer overpayment
Kaiser Realty	Operating	2/8/16	7945	\$17.60	\$17.60	Refund sewer overpayment
Liliya Temnorod	Operating	2/8/16	7946	\$24.42	\$24.42	Refund sewer overpayment
Todd Stein	Operating	2/8/16	7947	\$19.38	\$19.38	Refund sewer overpayment
Napa Auto Parts	Operating	2/8/16	7948	\$9.28	\$9.28	Vehicle R&M
Napa Auto Parts	Operating	2/8/16	7948	\$135.38	\$135.38	Vehicle R&M
Napa Auto Parts	Operating	2/8/16	7948	(\$18.00)	(\$18.00)	Vehicle R&M
Napa Auto Parts	Operating	2/8/16	7948	\$7.48	\$7.48	Vehicle R&M
Napa Auto Parts	Operating	2/8/16	7948	\$280.00	\$280.00	Vehicle R&M
Napa Auto Parts	Operating	2/8/16	7948	(\$42.00)	(\$42.00)	Vehicle R&M
Napa Auto Parts	Operating	2/8/16	7948	\$5.69	\$5.69	Plant R&M
NCL of Wisconsin, Inc.	Operating	2/8/16	7949	\$496.81	\$496.81	Sewer sampling
Office Depot	Operating	2/8/16	7950	\$354.56	\$354.56	Office supplies
Office Depot	Operating	2/8/16	7950	\$39.74	\$39.74	Office supplies
Office Depot	Operating	2/8/16	7950	\$15.59	\$15.59	Office supplies
Office Depot	Operating	2/8/16	7950	\$15.99	\$15.99	Office supplies
Office Depot	Operating	2/8/16	7950	\$159.43	\$159.43	Office supplies
Pitney Bowes	Operating	2/8/16	7951	\$200.00	\$200.00	Postage machine rental
Pitney Bowes, Inc.	Operating	2/8/16	7952	\$81.08	\$81.08	Postage supplies
Quench USA, Inc.	Operating	2/8/16	7953	\$99.00	\$99.00	Water service - plant
Republic Services #761	Operating	2/8/16	7954	\$182.35	\$182.35	Plant trash service
Reserve Account	Operating	2/8/16	7955	\$750.00	\$750.00	Postage
Safety Resources, Inc.	Operating	2/8/16	7956	\$1,156.25	\$1,156.25	Safety training - 4th qtr 2015
SAMCO	Operating	2/8/16	7957	\$2,041.88	\$2,041.88	Construction Observ - Jackson's Grant 1a, b
Sease, Gerig & Associates	Operating	2/8/16	7958	\$3,000.00	\$3,000.00	Consulting
Shrewsbury & Associates, LLC	Operating	2/8/16	7959	\$16,462.50	\$16,462.50	Construction Observ - Preserve@Bear Creek 2
Signius Communications	Operating	2/8/16	7960	\$64.50	\$64.50	Phone answering service
Steve Pittman	Operating	2/8/16	7961	\$150.00	\$150.00	Board fees
Taylor Systems, Inc.	Operating	2/8/16	7962	\$99.54	\$99.54	Plant phone system
Techlocity, Inc.	Operating	2/8/16	7963	\$60.00	\$60.00	Computer expense
Techlocity, Inc.	Operating	2/8/16	7963	\$100.00	\$100.00	Computer expense
Techlocity, Inc.	Operating	2/8/16	7963	\$1,885.00	\$1,885.00	Computer expense
Techlocity, Inc.	Operating	2/8/16	7963	\$75.00	\$75.00	Computer expense
Techlocity, Inc.	Operating	2/8/16	7963	\$277.40	\$277.40	Computer expense
Tyco Integrated Security LLC	Operating	2/8/16	7964	\$339.77	\$339.77	Plant security - Qtr
U.S. Postal Service	Operating	2/8/16	7965	\$51.00	\$51.00	Semiannual PO Box Fee
UniFirst Corporation	Operating	2/8/16	7966	\$36.35	\$36.35	Plant floor mats

# Clay Township Regional Waste District

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## Register of Claims

For the period 1/12/2016 through 2/8/2016

Name of Claimant	Fund	Payment Date	Check Number	Amount of Claim	Amount Allowed	Memorandum
UniFirst Corporation	Operating	2/8/16	7966	\$40.45	\$40.45	Plant floor mats
UniFirst Corporation	Operating	2/8/16	7966	\$36.35	\$36.35	Plant floor mats
UniFirst Corporation	Operating	2/8/16	7966	\$40.45	\$40.45	Plant floor mats
Utility Supply Co	Operating	2/8/16	7967	\$4.05	\$4.05	Lift Station R&M
Vasey Commercial Heating & AC, Inc.	Operating	2/8/16	7968	\$1,780.00	\$1,780.00	Plant R&M
Vasey Commercial Heating & AC, Inc.	Operating	2/8/16	7968	\$210.00	\$210.00	Plant R&M
Vasey Commercial Heating & AC, Inc.	Operating	2/8/16	7968	\$1,327.36	\$1,327.36	Plant R&M
Vasey Commercial Heating & AC, Inc.	Operating	2/8/16	7968	\$229.40	\$229.40	Plant R&M
Vasey Commercial Heating & AC, Inc.	Operating	2/8/16	7968	\$295.50	\$295.50	Plant R&M
Weihe Engineers Inc.	Operating	2/8/16	7969	\$595.00	\$595.00	Engineering services - Illinois St Extension
Wex Bank	Operating	2/8/16	7970	\$105.04	\$105.04	Fuel - office
White's Ace Hardware-Carmel	Operating	2/8/16	7971	\$101.59	\$101.59	Engineering - I&I
Xylem Dewatering Solutions, Inc.	Operating	2/8/16	7972	\$1,346.00	\$1,346.00	Lift Station R&M
Zionsville Chamber of Commerce, Inc	Operating	2/8/16	7973	\$275.00	\$275.00	2016 Chamber membership
Beyond Payroll	Operating non-check	1/15/16	20160103	\$211.00	\$211.00	Payroll: 2015 W-2 processing fee
Beyond Payroll	Operating non-check	1/20/16	20160104	\$48,281.63	\$48,281.63	1/20 payroll expenses
Empower Retirement (Hoosier START)	Operating non-check	1/20/16	20160105	\$830.00	\$830.00	1/20 Payroll - Roth 457b
Empower Retirement (Hoosier START)	Operating non-check	1/20/16	20160105	\$1,854.98	\$1,854.98	1/20 Payroll - 457b liability
Empower Retirement (Hoosier START)	Operating non-check	1/20/16	20160105	\$4,699.78	\$4,699.78	1/20 Payroll - 401a retirement
Citizens State Bank	Operating non-check	2/1/16	20160106	\$20.00	\$20.00	Bank fee - Jan
Beyond Payroll	Operating non-check	2/2/16	20160201	\$49,502.85	\$49,502.85	2/3 payroll
Beyond Payroll	Operating non-check	2/2/16	20160201	\$546.00	\$546.00	Payroll fees - Jan
Empower Retirement (Hoosier START)	Operating non-check	2/3/16	20160202	\$970.00	\$970.00	2/3 payroll - Roth 457b
Empower Retirement (Hoosier START)	Operating non-check	2/3/16	20160202	\$1,855.44	\$1,855.44	2/3 payroll - 457b liability
Empower Retirement (Hoosier START)	Operating non-check	2/3/16	20160202	\$4,693.02	\$4,693.02	2/3 payroll - 401a retirement

# Clay Township Regional Waste District

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## Register of Claims

For the period 1/12/2016 through 2/8/2016

Name of Claimant	Fund	Payment Date	Check Number	Amount of Claim	Amount Allowed	Memorandum
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### 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 \$ 441,867.91, no investments.

Chuck Ford  
Amanda Foley  
Jane Merrill

Marilyn Anderson ST. A. Park  
Eric W. Hart First Nat  
Michael McDonald