



# Clay Township Regional Waste District

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## **Board of Trustees Meeting Agenda** **Monday, November 14, 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 October 10, 2016
  - b. Board Retreat October 19, 2016
- 3. Public Comment**
- 4. Attorney's Report**
  - a. Project Updates
  - b. Report of Pending Litigation
- 5. Utility Director's Report**
  - a. Director's Report
- 6. Committee Reports**
  - a. Budget & Finance Committee
    - i. Operating Budget
  - b. Personnel & Benefits Committee
    - i. Holiday Schedule
    - ii. Insurance
    - iii. Merit Pool
    - iv. 2017 Salary Ordinance
  - c. Capital & Construction Committee
    - i. Dedications
      1. Brookhaven Sec. 8
      2. Camden Walk Sec. 2B
      3. Albany Place Sec. 1
    - ii. Queen's Manor & Estancia Neighborhood Sewer Project #1604
    - iii. Springmill Road Interceptor #1602
    - iv. Keystone and 96<sup>th</sup> Street Relocation Project
    - v. Capital Budget
- 7. Old Business**
- 8. New Business**
  - a. Capital Budget Presentation
  - b. Claims Docket
- 9. Adjourn**



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BOARD OF TRUSTEES MEETING  
Monday, October 10, 2016 @ 7:00 p.m.  
Memorandum

Ms. Anderson called the meeting to order at 7:02 p.m.

**ROLL CALL**

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

Absent: Eric Hand

The audience sheet is attached.

**APPROVAL OF MEMORANDUM**

A motion was made by Mr. McDonald to approve the September 12, 2016 Board Meeting Memorandum and was seconded by Mr. Pittman. 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 referred to the proposed agenda for the Board Retreat on October 19, 2016. He asked if anyone has items to add to the agenda. Mr. Mills asked if there might be some information presented in regards to the marketing consultant that the staff will meet with next week.

The Retreat will begin at 6:00 pm so there is enough daylight to do a quick tour of the plant and then have a light meal prior to going over the agenda items.

The Budget & Finance meeting is changed to Tuesday October 26<sup>th</sup>. Mr. Hansen's retirement luncheon will be held on Friday October 28<sup>th</sup> and all Board Members are invited; and in fact tonight's meeting will be Mr. Hansen's last meeting.

Mr. Williams highlighted the various outreach programs the District participated in last month. In particular, the District's Lab Analyst – Bob Roudebush was asked to set up a booth at the Indiana Alliance of Rural Water Fall Conference in order to show other utilities some of our outreach efforts.

### **BUDGET & FINANCE COMMITTEE**

Ms. Merrill reported that there were no action items.

### **PERSONNEL & BENEFITS COMMITTEE**

Mr. Clark reported that the Committee did not meet in September.

### **CAPITAL & CONSTRUCTION COMMITTEE**

A motion was made by Ms. Foley to accept the dedication of Sunrise on the Monon Phase 2 and Tallyn's Ridge sanitary sewers and was seconded by Ms. Merrill. The motion was approved unanimously.

Ms. Foley reported that quotes were received from three contractors for Project #1504 Lift Station 17 Odor Control Installation, with Ottenweller Contracting LLC being the lowest responsive and responsible quoter. A motion was made by Ms. Foley to award the Lift Station 17 Odor Control Installation contract to Ottenweller Contracting LLC in the amount of \$77,000 and was seconded by Ms. Merrill. The motion was approved unanimously.

Ms. Foley reported that Staff has been negotiating an easement from the property owners at the northeast corner of Springmill Road and 106<sup>th</sup> Street. This easement is needed for construction of the Springmill Parallel Interceptor Project. Due to the time sensitive nature of this project, combined with concerns demonstrated by the property owners, a motion was made by Ms. Foley that the Board direct Mrs. Poindexter to issue the statutory offer and begin the condemnation process in the event Staff is unable to reach an agreement with the property owners by October 21. The motion was seconded by Ms. Merrill.

Mr. Clark asked how far apart the numbers are. Mr. Merkle replied that the initial offer that was presented to the property owner was based on the property values the District obtained in 2015 for the Force Main Project- approximately \$7,000 - \$8,000. The property owner believes the value is closer to \$21,000. Due to the large discrepancy in the two figures, staff requested an appraisal be done and results should be in by the end of this week. Staff will present the appraisal to the property owner and attempt to reach an agreement.

Mr. McDonald asked if there are any viable alternatives for drilling, in order to avoid the large trees that the property owner is concerned about. Mr. Merkle replied that the engineers did redesign the plan as much as possible however, not all of the trees can be saved.

Ms. Anderson called for a vote on the motion made for Mrs. Poindexter to begin the condemnation process; it was approved unanimously.

A motion was made by Ms. Foley to approve the AT&T relocation reimbursement for Project #1602 Springmill Parallel Interceptor Relocation Reimbursement in an amount not to exceed \$64,000, which includes a 20 percent contingency for higher than estimated costs and was seconded by Mr. Pittman. The motion was approved unanimously.

Mr. Mills asked about the request for a waiver of fees that was presented to the Committee by HAND. Ms. Foley explained that legal counsel advised against waiving fees. Staff may consider doing in-house inspections for the project.

### **OLD BUSINESS**

There were no items to report.

### **NEW BUSINESS**

Mr. Williams presented the Draft 2017 Capital Budget for review. Mr. Merkle presented the draft project fact sheets and discussed several projects. Mr. Merkle noted that for the items highlighted in yellow staff is waiting for more information to finalize timing and cost estimates, including future plant expansion, 96<sup>th</sup>/Keystone force main relocation, and Lift Station 10 improvements. Items highlighted in green indicate timing of those projects is driven by development.

The Office Consolidation project is shown to cost \$600,000 for the first phase. This amount is determined by subtracting the sale price of the existing administrative office at 10701 N. College Ave from the total estimated construction cost of \$1.3 million. This project includes adding on to the existing plant office and converting the adjoining shop into office space.

Staff is working with the City of Carmel and its consultants to determine a scope of work for the 96<sup>th</sup> & Keystone force main relocation. Staff presently estimates \$900,000 for the worst case scenario. Carmel will pay to relocate part of the southern interceptor that was installed in an easement. The part of the force main near the intersection was installed in right of way, so its relocation cost is paid by the District.

Costs shown for the WWTP Odor Control project and the 106<sup>th</sup> Street Parallel Force Main project include current construction contracts. The Springmill Parallel Interceptor project bids next month so costs will be known at that time.

Staff included costs for an I&I removal and repairs project in Basin 8 in 2017. The Lift Station 8 upgrades and new force main project should be pushed back to 2020 when additional capacity will be needed.

The Lift Station 14 Parallel Force Main project was pushed back to 2019, which is around the time staff believes additional capacity needed to accommodate one of the District's fastest growing areas.

Ms. Anderson asked that subdivision names be added to the Lift Stations for ease of identification.

Mr. Mills asked why there were two different projects for Office Consolidation and a new shop and parking area 3 years later. He suggested that the design and construction be done for what we need now rather than later.

Cindy Sheeks presented the Docket for approval.

A motion was made by Mr. Mills to approve the docket in the amount of \$858,616.34 and was seconded by Ms. Merrill. The motion was approved unanimously.

**ADJOURN**

At 7:39 p.m. a motion was made by Ms. Merrill to adjourn the meeting and was seconded by Mr. Mills. The motion was approved unanimously.

The next Board of Trustees Meeting is scheduled for Monday, November 14, 2016 at 7:00 p.m.

Respectfully submitted,



Andrew Williams  
Utility Director

Approved:

\_\_\_\_\_ As Presented

\_\_\_\_\_ As Amended

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Michael McDonald, Secretary

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Marilyn Anderson, President






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BOARD OF TRUSTEES RETREAT  
 Wednesday, October 19, 2016 @ 6:00 p.m.  
 At the WWTP  
Memorandum

Present: Board Members Marilyn Anderson, Jane Merrill, Michael McDonald, Carl Mills, Joe Clark, Amanda Foley, and Steve Pittman; Staff Drew Williams, Wes Merkle, Ron Hansen, Cindy Sheeks, Scot Watkins and Edie Miller; Legal Counsel Anne Hensley Poindexter, and Terry Bonneau & Sally Bonneau, BPS Marketing.

Absent: Chuck Ford

Plant Tour

Mr. Williams led the Board Members on a tour of the Plant facility and Lab. Due to inclement weather they were not able to tour the outdoor areas.

A copy of the PowerPoint presentation is attached.

Future Opportunities

Mr. Williams summarized District outreach and educational efforts that included billing inserts, participation in local festivals and school presentations. As a result of these efforts, the District received the 2013 Water Environment Federation Public Education Award. Mr. Williams mentioned that in order to take our efforts to the next level the District worked with Sease, Gerig and Associates on additional outreach efforts including the 40<sup>th</sup> Anniversary Open House. However, their accomplishments were less than expected and the agreement was not renewed. Mr. Williams and Ms. Anderson asked BPS Marketing for a proposal for how they would work with the District. Mr. Williams introduced Terry and Sally Bonneau with BPS Marketing who presented their proposal for working with the District.

Mr. Williams presented potential service area growth over the next five years and the impact it could have on capacity improvements. The Capital Budget indicates the anticipated year projects will need to be completed and the costs. This information is tied to the Cash Forecast that will be discussed later.

Office Consolidation

Pros and cons were discussed relating to relocating the administrative office personnel to the WWTP on Mayflower Park Drive. Further review is required prior to a final decision but a major factor will likely be the cash forecast.

2017 Cash Forecast / Budget Overview

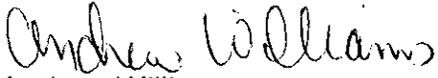
The Cash Forecast has been updated to reflect recent capital project bid amounts and revenue projections. Due to the decrease in the actual amount of interceptor and EDU fees collected to date and the projection through the end of the year, revenues will be

down over \$1,000,000. This impacts future cash balances and it is currently forecasted for the District's cash balance at the end of 2017 to be \$190,000. This is well below the \$2,000,000 minimum that the Board would like to maintain. There was discussion about the possibility of loans and bond anticipation notes. The time frame for future projects will be evaluated and moved out into the future if possible. This matter will continue to be evaluated and discussed with the committees.

**ADJOURN – 7:45**

The next Board of Trustees Meeting is scheduled for Monday, November 14, 2016 at 7:00 p.m.

Respectfully submitted,

  
Andrew Williams  
Utility Director

Approved:

\_\_\_\_\_ As Presented  
\_\_\_\_\_ As Amended

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Michael McDonald, Secretary

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Marilyn Anderson, President



# Handout

## Michigan Road WWTP

### Clay Township Regional Waste District

Board of Trustees Retreat  
October 19, 2016



## Agenda

1. Plant Tour
2. Future Opportunities
  - a) Outreach / Education Efforts
  - b) Service Area Growth along Michigan Road
3. Office Consolidation
4. 2017 Cash Forecast / Budget Overview
5. Adjourn

## Future Opportunities

### Outreach / Education Efforts

- Billing Inserts
- Festivals – Carmelfest, Zionsville Fall Festival, Safety Day, Creekfest
- Elementary and Middle School Presentations

Received the 2013 Water Environment Federation Public Education Award

How do we maintain what we have and take it to the next level?

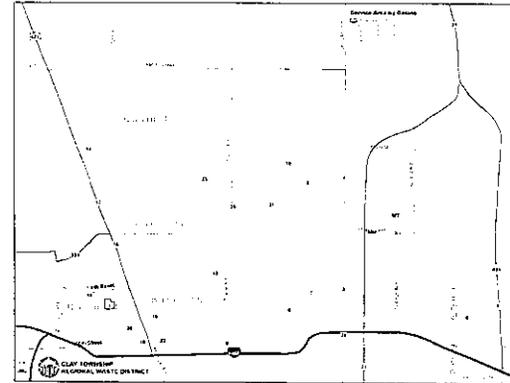
## Future Opportunities



## Future Opportunities

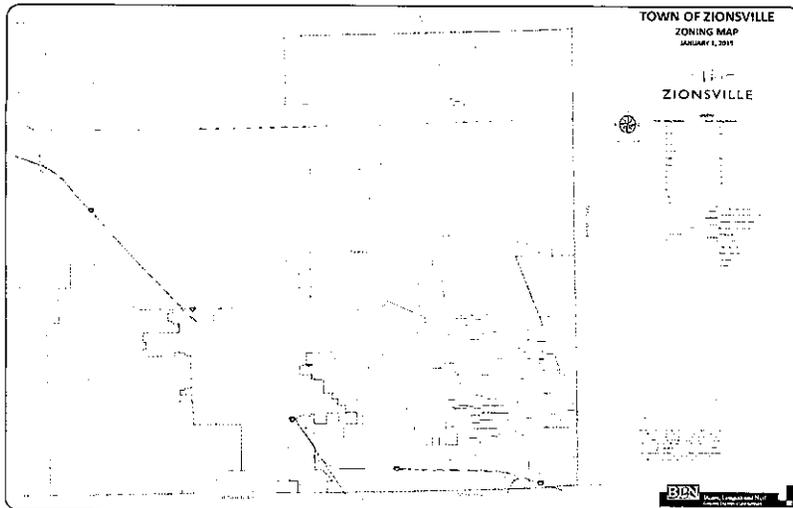
### Service Area Growth

### Michigan Road Corridor



## Capacity Improvements

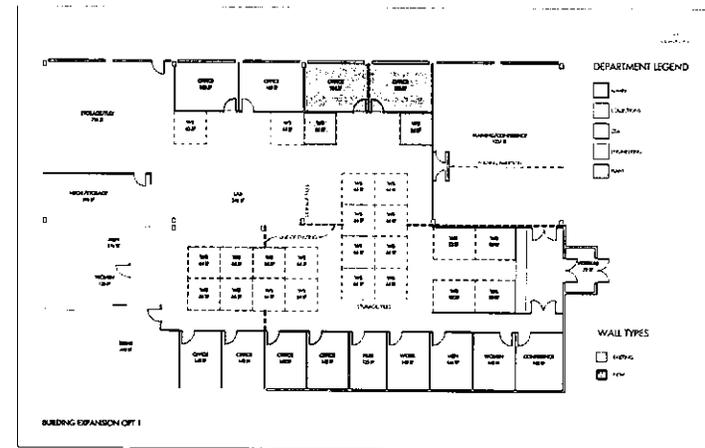
- Basin 17
  - Lift Station 14 Parallel force main
  - Interceptor Extension north of 300 South
- Basin 16
  - Relocation of station to serve development



## Office Consolidation

- The District owns its share of the Government Building
  - Appraisal - \$775,000
- Clay Township Trustee willing to buy the District out
- Hamilton County Public Safety Communications
- Estimated \$1,300,000 for relocation

## Office Consolidation



## Office Consolidation

### Pros

- Staff in one location
- Better for HR matters
- Sharing of resources
- Most of the growth is in the western half

### Cons

- Cost of consolidation
- Office no longer in Home Place

## Funds

### Interceptor Fund – Used to provide new capacity

- Receipts
  - Interceptor Fees - \$3,885 per acre
    - Predominantly collected from developers for new subdivisions.
    - Individual property owners also pay when connecting to the sewer.
- Spending
  - The cost of extending the interceptor sewers and to build lift stations.
    - Regional Lift Station at Jackson's Grant

## Funds

### Plant Expansion Fund

- Receipts
  - EDU Fees - \$1,732
    - Paid by new customers connecting to the sewer system to pay for treatment capacity.
- Spending
  - Expansion of the treatment plant or for the purchase of treatment capacity.

## Funds

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

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

## Funds

### Operating Reserve

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

## Funds

### Reserve for Replacement

- Receipts
  - Transfers from the Operating Fund.
- Spending
  - Replacement of equipment at the plant and lift stations
    - Pumps
    - Motors
    - Control panels
    - Valves

Current customers pay for the “consumption” of the capital assets.

# Cash Forecast

Many projects are dependent on customer growth.

Some have been moved out a few years.

An important factor is the reconsideration of the expected collection of fees.

# Cash Forecast

Fees Received by Year

Year	Interceptor	EDU	Total
2010	287,000	489,000	776,000
2011	247,000	1,165,000	1,412,000
2012	428,000	991,000	1,419,000
2013	624,000	842,000	1,466,000
2014	1,105,000	1,502,000	2,607,000
2015	1,211,000	1,030,000	2,241,000
2016 thru Sept	486,000	558,000	1,044,000
2017 Forecast	630,000	1,000,000	1,630,000
2018 Forecast	662,000	1,050,000	1,712,000
2019 Forecast	695,000	1,103,000	1,798,000
2020 Forecast	730,000	1,158,000	1,888,000
2021 Forecast	767,000	1,216,000	1,983,000

2,100,000

# Cash Forecast

Clay Township Regional Waste District  
Cash Forecast

Revised 10/18/2016

	Actual 2015	Actual/Est 2016	Year 1 2017	Year 2 2018	Year 3 2019	Year 4 2020	Year 5 2021
Operating (and Operating Reserve)	\$ 6,627,000	\$ 4,691,000	\$ (749,000)	\$ 412,000	\$ 1,500,000	\$ 2,182,000	\$ 3,494,000
Reserve for Replacement	\$ 1,790,000	\$ 62,000	\$ 72,000	\$ 177,000	\$ (503,000)	\$ (953,000)	\$ (803,000)
Operating Funds	\$ 8,417,000	\$ 4,753,000	\$ (677,000)	\$ 589,000	\$ 997,000	\$ 1,229,000	\$ 2,691,000
Plant Expansion	\$ 2,103,000	\$ 2,753,000	\$ 3,003,000	\$ 4,053,000	\$ 5,156,000	\$ 5,814,000	\$ 1,530,000
Interceptor	\$ 2,184,000	\$ 1,984,000	\$ (2,136,000)	\$ (2,174,000)	\$ (1,479,000)	\$ (3,749,000)	\$ (2,982,000)
Subtotal	\$ 4,287,000	\$ 4,737,000	\$ 867,000	\$ 1,879,000	\$ 3,677,000	\$ 2,065,000	\$ (1,452,000)
<b>TOTAL - 2017 Budget</b>	<b>\$ 12,704,000</b>	<b>\$ 9,490,000</b>	<b>\$ 190,000</b>	<b>\$ 2,468,000</b>	<b>\$ 4,674,000</b>	<b>\$ 3,294,000</b>	<b>\$ 1,239,000</b>
TOTAL - 2016 Revised Budget	\$ 12,704,000	\$ 9,530,000	\$ 1,133,000	\$ 2,260,000	\$ 1,973,000	\$ 2,687,000	not calculated

# More to Come

B&F Committee to review the Budgets and the Cash Forecast

C&C Committee to review Capital Budget and project scheduling

Board Approval of the Budgets

# THE CTRWD CONNECTION

Volume 9, Issue 11 November 2016  
MONTHLY NEWSLETTER

## CONSTRUCTION & ENGINEERING - WES MERKLE

### Construction Update

The WWTP Odor Control Upgrades project continues. Crews constructed the three reinforced concrete biofilter tanks in the past month. Buried piping for drainage, gas and water will be completed in the coming weeks. Completion is due early spring.

Crews working on the 106<sup>th</sup> Street Parallel Forcemain project should be on site shortly. Work will start at the plant and move east to Ditch Road. The first crew will be doing directional drilling installation and a second will follow doing open cut installation.

Crews installing odor control equipment at Lift Station 17 will be on site shortly with work complete in the coming weeks. Equipment will be located within the existing privacy fence so space is limited. Installation includes a new water service at the site.

### Engineering Update

Over the past month engineering staff completed 580 locates, 50 I&I inspections, and 45 lateral inspections. Staff continues to stay busy with many large locate requests for Metronet neighborhood fiber optic line installation projects and Carmel road construction projects. Staff and consultants are observing mainline sewer installation at 8 development projects. 16 development projects are in plan review.

Nathan Crowder started October 10. He got up to speed quickly and has had a big impact on keeping up with locate requests. Jeff has been updating the plant facilities map to show numerous changes made with expansion and improvement projects over the past few years.

Staff has been working with Carmel to determine sewer relocations necessary for the 96<sup>th</sup> and Keystone interchange project. Up to two sections of the Lift Station 1 forcemain and one section of the Southern Interceptor will have to be relocated. Staff intends to begin design work shortly to keep up with Carmel's aggressive construction schedule.

Bids have been received for the Estancia and Queen's Manor neighborhood sewer extension project. Staff sent a letter to homeowners explaining the project along with an updated fact sheet discussing the benefits of sewer service.

Bids were received for the Springmill Parallel Interceptor project.

Bids were substantially below cost estimates. Staff reached an agreement with property owners to acquire the easement needed for this project. Construction has to be complete before Carmel begins path construction in the area late spring.



Crews constructing the biofilter tanks for the WWTP Odor Control Upgrades project.



### INSIDE THIS ISSUE

Engineering/Construction Report	1
Plant & Collections Reports	2
Customer Service/Billing	3
Financial Report	4

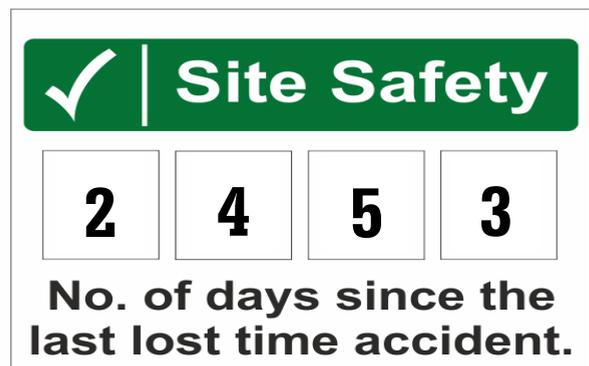
## PLANT REPORT - SCOT WATKINS

During October, the pond fountain aerator was taken out of service for the year; the cord was replaced after damage was noted during removal. All of the fall oil changes have been completed on plant equipment and are ready for the cold weather operation. Annual storm water samples for the WWTP were taken and sent out for analysis; the report will be completed and sent to the IDEM this month.

A Network Vulnerability Assessment was performed by IT Solutions, Inc. They found that the District has made sound decisions in regards to Information Technology. Our data network is protected from the public by the use of firewalls and internal systems have forms of authentication using secure network protocols. All system hardware is in good working condition and has not been causing major or frequent issues. Only a few low level priority items were noted and have been forwarded to our current IT provider for review.

All the FOG facilities have been entered into HiperWeb and contact information is up-to-date, allowing staff to use the software to do inspections and enter reports. Eighty-two quarterly reports have been entered and twenty-three inspections were completed. There are still a few bugs that are being worked on, but overall the FOG application in HiperWeb is now functional.

The Zing Café, Firebirds, The Lit Moose, and Asian/Sushi Restaurant were introduced to the FOG Program. Staff reviewed plumbing plans for several new facilities including Tom Wood Ford, Domino's Pizza, Los Arroyos Mexican Restaurant, Dreyer & Reinbold BMW and Convivio Italian Cuisine. Once plans are approved staff will begin interior plumbing inspections at these locations.



## COLLECTIONS REPORT - AARON STRONG

Collections took advantage of the mild October weather and televised over 53,000 feet of sewer main between two televising crews. Fluid Waste Services completed televising work in off-site easements, located in the 8 Basin, utilizing a portable camera operation mounted on a utility cart. Meanwhile, collections crews worked at night televising interceptors in high traffic areas of Basin 1. Data collected will be analyzed in the coming weeks and repairs will be prioritized.

Air Release Valve (ARV) inspection and repair is nearly completed with only Three remaining of the 124 valves located within our system. The remaining valves are located along Michigan Road and will require traffic control to complete.

Staff assisted the Engineering Department by potholing the Lift Station 1 force main near 96<sup>th</sup> Street and Keystone Avenue. Collections hydro excavated the ductile iron force main in 8 locations around the intersection. Crews recorded depth, verified pipe material and type of pipe bedding. This utility survey was conducted so that Engineering can plan for a force main relocation to accommodate a new roundabout at this location.

The natural gas driven Godwin back-up pump at Lift Station 2 failed during monthly testing resulting in a broken valve stem. MacAllister performed repairs to the pump as it was still under warranty. The broken valve stem and valve keepers were replaced along with a new head. The pump was extensively exercised under station load and is now back in service.

The Collections Department attended an Annual Specialty Conference entitled "The Future of Collection Systems", hosted by the Indiana Water Environment Association (IWEA). The event featured 10 presentations focusing on advancements in operations and maintenance as well as best practices.

Crews finished out the month by starting the clearing of District utility easements and yearly check valve maintenance. Televising will continue in next year's cleaning schedule.

**CUSTOMER SERVICE/BILLING - SHELLY KEEFE**

No liens were filed in October. Payment was received for one lien in the amount of \$144.10, leaving the current lien balance at \$19,538.45. 305 Certified lien warning letters were mailed out on October 21, with payment due by November 7, 2016. as of November 9, the District has received payment on approximately 50% of the delinquent accounts.

In October, 39 permits were issued and 34 new locations were added to billing. The total number of customers receiving their statement by email is now 2,105.

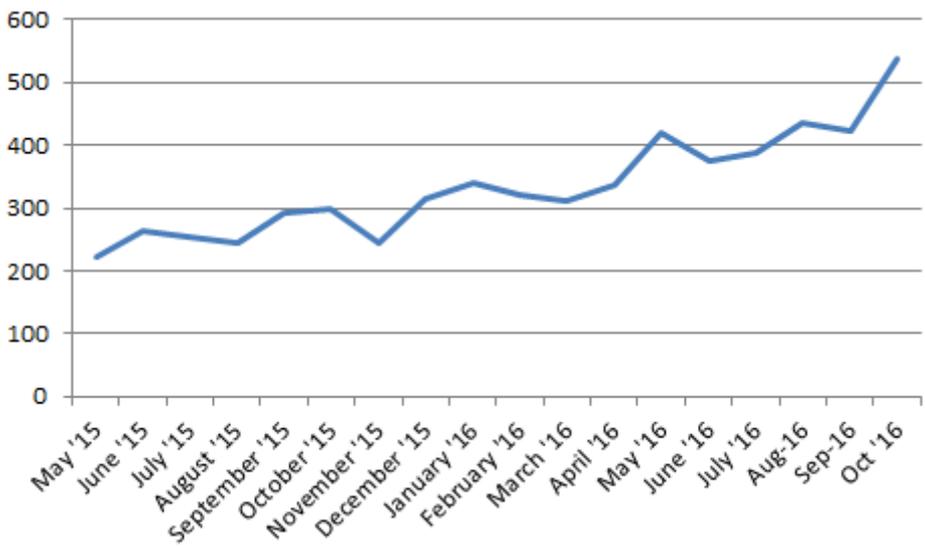
Shelly Keefe attended the CUSI User Conference in San Francisco to learn about new processes and tools available with current and future upgrades to the District's billing system, all designed to improve billing efficiency.

Bob Roudebush designed another creative brochure for the FOG program that will be used for the November bill insert. The football themed brochure is titled "4<sup>th</sup> & FOG" and highlights things that should never be put down the drain.

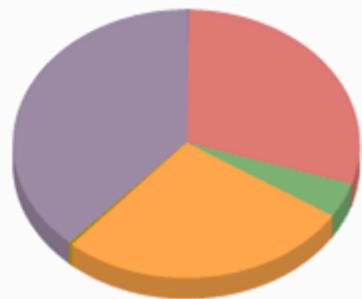
Terri Kreyling's last day with the District will be November 23. On November 11 at 11:30 a luncheon will be catered by DiBella's to celebrate her 8 years of service. Please RVSP to Shelly Keefe.

Monday, November 21 will be the Thanksgiving Luncheon catered by Buca di Beppo. The cost will be approximately \$10.00 per person for pasta, salad, bread and dessert. More details will be emailed soon.

**CREDIT CARD PAYMENTS BY MONTH**



**PAYMENT BREAKDOWN GRAPH**



Cash	0.2%
Check	29.9%
Credit-Card	4.0%
Draft	27.4%
Money Order	0.1%
Wire Transfer	38.4%
<b>Total:</b>	<b>100.0%</b>

**FINANCIALS - CINDY SHEEKS**

With the end of the year almost here, please be sure to turn in any wellness and clothing allowance reimbursement requests. Both have an annual limit of \$300. Contact me if you need balances available for reimbursement. Also, Open Enrollment for health insurance.

In September, sales were 8% over budget due to 20% higher Commercial and 3% higher Residential Sales. Operating Expenses were over budget with 8% higher spending over budget. Wages were \$15,000 over budget due to increased staff. September's administrative spending is over budget by \$2,000 or 4%. Treatment costs were \$16,000 over budget or 13%. Monthly Net Income of \$169,000 was 8% higher than budgeted.

For the year, Sales were favorable at 7% higher than budgeted and Operating Expenses were favorable with 7% lower spending than budgeted. The Collection department accounted for 63% of the lower spending with Lift Station R&M, Line Repairs, Special R&M or Manhole Raising providing most of the savings. Net Income was favorable at 63% over budget and 5% higher than the first nine months of 2015.

Capital spending for August was \$463,750 or 3.3% of the 2016 Capital Budget and 23.7% for the year. The 2016 Capital Budget totals \$13,915,148.

Cash balances increased by \$212,000 in August. Cash balances have decreased \$169,000 for the year and are \$537,000 lower than August 2015.



**Vision - To be a Model Regional Utility**

Faith Campbell is the new IDEM Coordinator for the Regional Waste Districts and is learning about water and wastewater districts. A co-worker recommended she visit CTRWD to observe how a model RWD operated. So in October she visited the plant and received a plant tour and a tour of the collection system. It is very satisfying to see the hard work of all District staff being recognized with such an acknowledgement from IDEM employees.



**BIRTHDAYS**

**Drew Williams November 1**  
**Eric Luis DelaCruz November 6**

**CALENDAR OF EVENTS**

Nov 16	Staff Meeting	10:00 a.m.
Nov 21	Thanksgiving Lunch	11:30 a.m.
Nov 28	P & B Meeting	7:30 a.m.
November 24, 25	Office Closed - Thanksgiving	
Dec 2	B & F Meeting	7:30 a.m.
Dec 5	C & C Meeting	4:30 p.m.
Dec 12	Board Meeting	7:00 p.m.



**EMPLOYEE**

**SPOTLIGHT:**

**TERRI KREYLING**

**HAPPY RETIREMENT!**



Terri's official uniform beginning today!!



## EMPLOYEE “GOODBYE”

It is hard to believe that we are losing another great co-worker this year. Terri will be retiring on November 11 after nearly 8 years with the District. She came to the District with numerous years of experience in the utility billing and customer service field, and started helping our customers the first day in her role as Utility Billing Specialist. Her dedication to our customers and years of experience made her the perfect choice for the Customer Service Manager Position in 2013. Terri provided her staff with the instruction, tools and example of what the highest level of customer service should look like.

Terri's great service did not stop with the customer, she also was the mastermind and planner for the many outstanding employee appreciation lunches and pitch-ins. Who can soon forget the Candid Recognition Awards Presentation last year? She always strived to make everyone feel welcomed and appreciated.

She will be missed by coworkers and customers. We wish her well in retirement and... on Terri and Joe's Excellent Adventures.



Clay Township Regional Waste District  
2016

Selected Statistics 2016 Summary	January	February	March	April	May	June	July	Aug	Sept	Oct	2016 Monthly Average	2016 YTD	2015 Monthly Avg Through October	2015 Total Through October
<b>Maintenance Information</b>														
Lateral Inspections	15	31	37	29	46	56	44	46	34	45	38	383	30	296
Certified I&I Inspections	46	53	41	52	54	63	71	74	60	50	56	564	60	599
Failed I&I Inspections	0	0	0	0	0	0	0	0	1	0	0	1	0	3
Sewer Locates	213	361	539	728	603	539	584	467	398	580	501	5,012	790	7,897
Manholes Added	50	14	0	24	11	0	4	1	10	13	13	127	28	276
Total # of Manholes	5,642	5,656	5,656	5,680	5,691	5,691	5,695	5,696	5,706	5,719	n/a	5,719	n/a	5,590
Manholes Inspected	2	61	64	47	0	0	0	72	92	52	39	390	149	1,491
Feet of Sewer Added	11,383	5,556	0	4,936	10,499	0	505	45	2,630	15,281	5,084	50,835	2,987	29,872
Total Footage of Sewers	1,535,114	1,540,670	1,540,670	1,545,606	1,556,105	1,556,105	1,556,610	1,556,655	1,559,285	1,574,566	n/a	1,556,610	n/a	1,522,463
Feet of Sewer Televised	30,157	37,076	15,763	23,138	25,241	38,147	32,627	24,673	29,874	54,000	31,070	310,696	9,967	99,668
Feet of Sewer Cleaned	0	0	15,688	13,863	8,711	29,105	5,075	6,378	1,354	0	8,017	80,174	1,717	17,170
Overflows	0	0	1	0	1	0	0	1	0	1	0	4	0	2
<b>Carmel Utilities (Station 1) Info</b>														
Rainfall / Precipitation (inches)	0.96	1.32	4.32	3.26	3.22	9.18	3.89	9.51	6.40	2.24	4.43	44.30	3.21	32.06
Total Flow (gallons)	62,700,000	45,490,000	69,339,000	57,981,000	61,680,000	66,510,000	59,630,000	59,958,000	60,140,000	50,175,000	59,360,300	593,603,000	51,742,000	517,420,000
Average Daily Flow (gallons)	2,022,581	1,568,621	2,237,000	1,932,700	1,989,677	2,217,000	1,923,548	2,141,357	2,004,666	1,730,000	1,976,715	n/a	1,706,000	n/a
Minimum Flow (gallons)	1,060,000	1,320,000	1,758,000	1,590,000	1,540,000	1,154,000	1,530,000	1,600,000	1,610,000	1,340,000	1,450,200	1,060,000	1,236,000	990,000
<b>Michigan Road Plant Info</b>														
Total Flow (gallons)	75,858,000	77,547,000	83,012,000	79,780,000	77,547,000	76,727,000	68,489,000	75,866,000	71,317,000	70,202,000	75,635,000	756,345,000	78,969,000	789,693,000
Maximum Daily Flow (gallons)	3,065,000	5,177,000	3,302,000	3,911,000	3,187,000	4,543,000	2,728,000	3,002,000	3,392,000	2,817,000	3,512,000	5,177,000	3,792,000	5,835,000
Average Daily Flow (gallons)	2,447,032	2,674,034	2,677,806	2,659,200	2,501,516	2,557,567	2,209,323	2,447,290	2,377,233	2,264,581	2,482,000	n/a	2,598,000	n/a
Minimum Daily Flow (gallons)	2,217,000	2,245,000	2,027,000	2,344,000	1,465,000	1,846,000	1,903,000	2,188,000	2,037,000	1,994,000	2,027,000	1,465,000	1,941,000	1,312,000
Total Flow to Both Plants	138,558,000	123,037,000	152,351,000	137,761,000	139,227,000	143,237,000	128,119,000	135,824,000	131,457,000	120,377,000	134,995,000	1,349,948,000	130,711,000	1,307,113,000
<b>Biosolids Handling</b>														
Wasted (Biosolids) (gallons)	1,436,740	1,093,400	1,564,940	1,572,000	1,982,870	2,156,500	2,558,300	1,670,030	1,316,900	1,058,840	1,641,000	16,411,000	1,635,000	16,345,710
Dewatered (gallons)	432,000	252,000	340,000	544,000	690,000	756,000	922,000	477,000	394,000	264,000	507,000	5,071,000	718,000	7,177,800
Digested Sludge Withdrawn (gals)	646,400	649,800	655,100	612,000	570,600	801,900	775,300	897,800	830,400	676,400	712,000	7,116,000	781,000	7,808,300
<b>Customer Information</b>														
New Sewer Service Accounts	25	25	20	22	10	41	28	62	47	34	31	314	23	227
Permits Issued	21	39	42	51	33	60	24	58	28	39	40	395	27	272



## BUDGET & FINANCE COMMITTEE

Wednesday October 26, 2016 @ 7:30 A.M.

### Memorandum

Present: Committee Chair Jane Merrill, Committee Member Carl Mills, Legal Counsel Anne Poindexter, Utility Director Drew Williams, Controller Ron Hansen, Controller Cindy Sheeks, District Engineer Wes Merkle. Committee Member Eric Hand arrived at 7:50 am.

Also in attendance: Mike Potter, Peachin, Schwartz & Weingardt

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

Financial review by Peachin, Schwartz & Weingardt – Mr. Potter thanked the committee for the opportunity to work with the team. He handed out a copy of the report that summarized the District's compliance with all standard financial procedures. No discrepancies or errors in practices and procures were found.

The Internal Control Document was not actually reviewed due to the fact that not enough time has lapsed since its approval.

Mr. Potter recommended an annual review of the vendor listing.

Mrs. Poindexter commented "not fully implemented" in the body of the draft report can be read two ways, and asked that the final report be revised to reflect that this relates to a timing issue and not to improper procedures. Mr. Potter agreed to make the change and submit a revised report.

Mr. Hansen suggested a training session for District Managers to familiarize them with the Internal Controls Document.

Mr. Potter suggested to annually review specific Internal Controls procedures moving forward.

Mr. Mills asked if a full audit would be required if the District goes out for Bonding. Mr. Potter said to refer to the Underwriters for guidance. Cost of outside audit was estimated to be \$25-30K.

Mr. Potter will revise the draft report; send Mrs. Poindexter a copy for review prior to sending to the District.

Cash Forecast: 2017 to 2021 - Operating fund includes a 5% sewer rate increase each year. Operating & Reserve for Replacement capital spending will be \$10,986,000 from 2017 to 2021. Operating Reserve and Reserve for Replacement funded by transfers from Operating Fund. Reserve for Replacement will receive transfers of \$300,000 per year from the Operating Fund. The commercial sales revenues were adjusted to reflect an increase in income in 2016. The adjustment has been carried through the projections in future years as well.

EDU & Interceptor fees will be increased 5% each year. Plant Expansion funded by EDU fees. Forecasting \$700,000 in receipts in 2016, \$1,000,000 in 2017.

The final plant expansion will run from 2020 to 2023. It will cost \$6,000,000 thru 2021. Plant expansion capital spending will be \$6,750,000 from 2017 to 2021. Interceptor funded by Interceptor fees. Forecasting \$600,000 in receipts in 2016, 12 year buildout completed in 2028. Interceptor capital spending will be \$8,450,000 from 2017 to 2021.

2017 Budget – The Committee will recommend the Board approve the 2017 Budget at the November 14 Board of Trustees meeting.

Financial Statements and Investments – In the month of September, total Sales of \$605,000 were \$44,000 or 8% over budget. Residential was 3% higher and commercial was 20% higher than budgeted. Other revenue was 21% under budget. Other income was 39% over budget due to larger cash balances. Operating expenses of \$422,000 were \$31,000 or 8% over budget. Wages & benefits were over budget by \$14,000. Administration budget spending was over budget by \$2,000, treatment budget spending was over budget by \$16,000 and collection was under budget by \$1,500. Ms. Sheeks reviewed the major variances as noted in the analysis.

September YTD Total Revenue of \$5,138,000 was \$377,000 or 8% over budget due to higher Commercial and Residential sales. Other Income was \$20,000 over budget due to higher cash balances and more interest income. Major variances were noted.

Cash generated for September shows a net increase in all funds of \$212,000. This increase was primarily due to low capital spending. Capital spending was \$464,000 and was less than 4% of the budget. It is 24% of the budget YTD. The Total Cash Balance is \$12,533,000 or \$537,000 lower than the September 2015 balance. YTD cash has decreased by \$169,000.

Individual fund balances and changes are listed on the Cash Generated Statements included with the monthly financial statements.

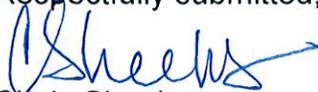
There were no investment changes in September. The District invested \$2,000,000 in July 2015 in a 5 year CD earning 2.05%.

Other Business – None

The meeting was adjourned at 8:37 a.m.

The next meeting will be Friday December 2, 2016 at 7:30 a.m.

Respectfully submitted,



Cindy Sheeks  
Controller



PEACHIN, SCHWARTZ & WEINGARDT, P.C.  
Certified Public Accountants



## INDEPENDENT ACCOUNTANTS' REPORT ON APPLYING AGREED-UPON PROCEDURES

The Officials of the Clay Township Regional  
Waste District  
Hamilton County, IN

We have performed the procedures enumerated below, which were agreed to by you, solely to assist you with respect to the existence of cash and money market fund balances held on August 31, 2016 (prepared and recorded in accordance with the accrual basis of accounting), and in evaluating the internal control policies and procedures as they relate to cash receipts and disbursements, billing and payroll (as required by Indiana Code Section 5-11-1-27) for the eight months ended August 31, 2016. This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of the procedures is solely the responsibility of the Officials of the Clay Township Regional Waste District (the "District"). Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

Our procedures and findings are as follows:

### Existence of Cash and Money Market Funds

We obtained copies of the District's August 31, 2016 bank / money market fund statements for the following accounts: Operating Fund, Operating Reserve, Reserve for Replacement, Interceptor Fund, and Plant Expansion Fund (the "Accounts"). We confirmed the Accounts balances as of August 31, 2016 with Citizens State Bank, Merchants Bank of Indiana and Teacher's Credit Union. We obtained the August 31, 2016 bank reconciliations for the Accounts, as prepared by District personnel, and verified the accuracy of the reconciling items. We compared the reconciled balances to the District's internally generated August 31, 2016 financial statements.

We found no exceptions as a result of the performance of the agreed-upon procedures.

### Evaluation of Cash Receipts and Disbursements, Billing and Payroll Internal Controls

We obtained and read a copy of the District's *Internal Control Policy* ("Policy"), dated June 21, 2016. We obtained a further understanding of the District's internal control by conducting interviews of District personnel including obtaining an understanding of (1) the control environment, (2) risk assessment, (3) control activities, (4) information and communication, and (5) monitoring as those items relate to cash receipts and disbursements, billing and payroll (the

“Specified Activities”). We performed walk-through procedures by observing District personnel in the performance of their assigned duties as they related to the Specified Activities including the observation of their compliance with District established internal control policies and procedures.

Certain of the District’s established internal control policies and procedures, as detailed in the *Policy*, are conducted on an annual or quarterly basis. A number of these time sensitive procedures could not have been performed during our agreed-upon procedure test period as insufficient time had passed between the adoption of the *Policy*, the stated deadline for the performance of those procedures as dictated by the *Policy*, and the performance of our agreed-upon procedures. To the extent other policies and procedures not constrained by passage of time limitations contained in the *Policy* had been implemented, we found no exceptions as a result of the performance of the agreed-upon procedures.

We randomly selected 20 separate cash receipts and 20 separate cash disbursements during the period January 1, 2016 through August 31, 2016 and examined those transactions for compliance with applicable District established internal control policies and procedures (see Schedules I and II).

We found no exceptions as a result of the performance of the agreed-upon procedures.

We were not engaged to, and did not, conduct an audit or examination, the objective of which would be the expression of an opinion on the existence of cash and money market fund balances held on August 31, 2016 and on the internal control of the District as it relates to the Specified Activities during the eight months ended August 31, 2016. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the Officials of the Clay Township Regional Waste District and is not intended to be and should not be used by anyone other than this specified party.

*Peachin, Schwartz & Weingardt, P.C.*

Indianapolis, IN  
October 17, 2016

Clay Township Regional Waste District  
Schedule I  
Testing of Receipts  
Eight Months Ended August 31, 2016

	Date	Deposit #	Batch Amount	Control Procedure #1	Control Procedure #2	Control Procedure #3	Control Procedure #4	Comments
				Batched	Confirm From Bank	Agreed to Bank Statement	Traced to Customer Account	
				Effective (Yes / No)	Effective (Yes / No)	Effective (Yes / No)	Effective (Yes / No)	
1	8/2/2016	4703	\$ 3,112.17	Yes	No	Yes	Yes	Electronic deposit
2	8/22/2016	4781	\$ 114,806.88	Yes	Yes	Yes	Yes	
3	8/30/2016	4824	\$ 11,625.00	Yes	Yes	Yes	Yes	
4	7/6/2016	4573	\$ 12,481.48	Yes	Yes	Yes	Yes	
5	7/12/2016	4602	\$ 16,947.44	Yes	No	Yes	Yes	Electronic deposit
6	7/20/2016	4648	\$ 2,248.22	Yes	Yes	Yes	Yes	
7	6/7/2016	4453	\$ 10,120.34	Yes	No	Yes	Yes	Electronic deposit
8	6/14/2016	4481	\$ 24,055.26	Yes	Yes	Yes	Yes	
9	6/27/2016	4551	\$ 3,370.99	Yes	Yes	Yes	Yes	
10	5/6/2016	4315	\$ 3,980.41	Yes	No	Yes	Yes	Electronic deposit
11	5/10/2016	4323	\$ 346.46	No	Yes	Yes	Yes	Cash deposit
12	5/17/2016	4357	\$ 32,132.45	Yes	Yes	Yes	Yes	
13	4/7/2016	4183	\$ 1,039.55	Yes	Yes	Yes	Yes	
14	4/18/2016	4242	\$ 13,963.01	Yes	Yes	Yes	Yes	
15	3/10/2016	4065	\$ 6,279.65	Yes	No	Yes	Yes	Electronic deposit
16	3/21/2016	4076	\$ 106,651.79	Yes	Yes	Yes	Yes	
17	2/9/2016	3927	\$ 2,654.53	Yes	Yes	Yes	Yes	
18	2/18/2016	3981	\$ 47,926.68	Yes	No	Yes	Yes	Electronic deposit
19	1/12/2016	3802	\$ 3,050.00	No	Yes	Yes	Yes	Check deposit
20	1/27/2016	3883	\$ 721.90	Yes	Yes	Yes	Yes	

Clay Township Regional Waste District  
Schedule II  
Testing of Disbursements  
Eight Months Ended August 31, 2016

Date	Check #	Vendor	Amount	Control Procedure #1	Control Procedure #2	Control Procedure #3	Control Procedure #4	Control Procedure #5	Control Procedure #6	Comments
				PO Requested / Approved Effective (Yes / No)	Quote Received Effective (Yes / No)	Matched to PO Effective (Yes / No)	Controller/ Officer Approval Effective (Yes / No)	Manager's Approval Via PaperSafe Effective (Yes / No)	Board Approval Signature(s) Effective (Yes / No)	
1	8/8/2016	8836	TNTechnical LLC	\$ 3,589.55	Yes	Yes	Yes	Yes	Yes	
2	8/23/2016	8871	Garage Doors of Ind	\$ 214.00	N/A	N/A	N/A	Yes	Yes	Repair order
3	7/11/2016	8620	ACE Technologies	\$ 3,050.00	N/A	N/A	N/A	Yes	Yes	Collections service and support 2016.
4	7/11/2016	8623	Auto Outfitters	\$ 6,641.55	Yes	Yes	Yes	Yes	Yes	
5	7/11/2016	8699	Shrewsbury & Assoc.	\$ 7,087.50	N/A	N/A	N/A	Yes	Yes	Construction observation services
6	6/13/2016	8550	NCL of Wisconsin	\$ 896.96	N/A	N/A	N/A	Yes	Yes	Sewer sampling
7	6/13/2016	8566	Techlocity, Inc.	\$ 3,604.74	N/A	N/A	N/A	Yes	Yes	IT services
8	5/9/2016	8357	Amanda Foley	\$ 100.00	N/A	N/A	N/A	Yes	Yes	Board meeting reimbursement
9	5/20/2016	8448	Reliance Standard	\$ 2,524.38	N/A	N/A	N/A	Yes	Yes	Dental insurance
10	4/1/2016	8212	Misc 24	\$ 11,230.00	Yes	N/A	N/A	Yes	Yes	Purchase of easement
11	4/11/2016	8248	Fastenal Company	\$ 302.06	N/A	N/A	N/A	Yes	Yes	Supplies
12	4/11/2016	8241	Culy Contracting	\$ 134,740.34	Yes	Yes	Yes	Yes	Yes	
13	4/11/2016	8261	Merrell Brothers	\$ 11,307.34	N/A	N/A	N/A	Yes	Yes	Biosolids removal
14	3/14/2016	8166	Toshiba Business Solutions	\$ 889.16	N/A	N/A	N/A	Yes	Yes	Copier rental (usage)
15	3/14/2016	8169	USA BlueBook	\$ 4,050.43	Yes	Yes	Yes	Yes	Yes	
16	3/14/2016	8121	Davis Wholesale Supply	\$ 1,261.26	N/A	N/A	N/A	Yes	Yes	Ice melt
17	2/8/2016	7925	Hach Company	\$ 6,724.16	Yes	Yes	Yes	Yes	Yes	
18	2/8/2016	7953	Quench USA, Inc.	\$ 99.00	N/A	N/A	N/A	Yes	Yes	Plant drinking water
19	2/8/2016	7968	Vasey Commercial Heating	\$ 3,842.26	N/A	N/A	N/A	Yes	Yes	Plant repair and maintenance
20	1/11/2016	7860	Wonderware North	\$ 2,600.00	Yes	Yes	Yes	Yes	Yes	



## MEMORANDUM

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**To:** Board of Trustees  
**From:** Cindy Sheeks, Controller  
**Date:** November 10, 2016  
**Subject:** 2017 Budget

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The 2017 Budget has been reviewed by the Budget & Finance Committee and is being recommended for approval. Some of the assumptions included in the budget include a 5% mid-year utility rate increase, and a 2.7% merit pool wage increase.

**Recommended Action:** Approve the 2017 Budget.

Clay Township Regional Waste District  
2017 Budget - Preliminary

Updated 10 / 21 / 2016

REVENUE												
RESP.	ITEM	2015 Budget	2015 Actual	% Change Actual to Budget	2016 Budget	Actual Through September	2016 Estimated	% Change Estimated to Budget	% Change Estimated to 2015 Act	2017 Preliminary Budget	% Change Budget '17 to '16	% Change '17 Budget to '16 Est
TK	Residential	3,884,000	3,976,294	2%	4,102,000	3,133,166	4,201,166	2%	6%	<b>4,328,000</b>	5.5%	3.0%
TK	Commercial	1,876,400	2,110,127	12%	2,000,000	1,758,564	2,338,564	17%	11%	<b>2,409,000</b>	20.5%	3.0%
TK	Late Charges	65,300	76,215	17%	68,000	51,751	68,221	0%	-10%	<b>70,000</b>	3%	3%
TK	Application Fees	58,000	56,088	-3%	55,000	54,041	64,411	17%	15%	<b>54,000</b>	-2%	-16%
WM	Plan Review, Inspection, Misc. Rev.	25,000	37,857	51%	25,000	14,188	20,188	-19%	-47%	<b>25,000</b>	0%	24%
	<b>TOTAL SALES</b>	<b>5,908,700</b>	<b>6,256,581</b>	<b>6%</b>	<b>6,250,000</b>	5,011,710	<b>6,692,550</b>	7%	7%	<b>6,886,000</b>	10%	2.9%
	<b>OTHER INCOME</b>											
RH	Investment & Bank Interest	75,000	131,823	76%	132,000	116,966	149,966	14%	14%	<b>82,000</b>	-38%	-45%
RH	Bank Service Fees	(9,600)	(5,454)	-43%	(1,000)	(230)	(500)	-50%	-91%	<b>(1,000)</b>	0%	100%
TK	Deferred Interest-District Const Proj.	12,900	9,058	-30%	7,000	4,152	5,472	-22%	-40%	<b>5,000</b>	-29%	-9%
RH	Customer Fees	0	4,091	n/a	0	4,368	4,368	n/a	7%	<b>0</b>	0%	-100%
RH	Miscellaneous Income / (Expense)	0	7,371	n/a	0	989	989	n/a	-87%	<b>0</b>	0%	-100%
	<b>TOTAL OTHER INCOME</b>	<b>78,300</b>	<b>146,889</b>	<b>88%</b>	<b>138,000</b>	126,245	<b>160,295</b>	16%	9%	<b>86,000</b>	<b>-38%</b>	<b>-46%</b>
	<b>TOTAL REVENUE</b>	<b>5,987,000</b>	<b>6,403,470</b>	<b>7%</b>	<b>6,388,000</b>	5,137,955	<b>6,852,845</b>	7%	7%	<b>6,972,000</b>	<b>9%</b>	<b>1.7%</b>

<b>EXPENSES</b>				% Change		Actual	% Change	% Change	2017	% Change	% Change	
RESP.	ITEM	2015 Budget	2015 Actual	Actual to Budget	2016 Budget	Through September	2016 Estimated	Estimated to Budget	Estimated to 2015 Act	Preliminary Budget	Budget '17 to '16	'17 Budget to '16 Est
<b>WAGES &amp; BENEFITS</b>												
DW	Wages	1,282,000	1,278,517	0%	1,339,000	1,029,622	1,389,622	4%	9%	1,375,000	2.7%	-1.1%
DW	Other Employee Exp	10,000	21,843	118%	10,000	10,356	12,906	29%	-41%	10,000	0%	-23%
DW	Retirement (401a) Expense	128,200	127,169	-1%	133,900	100,944	135,354	1%	6%	137,000	2%	1%
DW	Employee Insurance	265,000	276,341	4%	309,000	229,604	302,804	-2%	10%	325,000	5.2%	7%
DW	Taxes - FICA	94,000	91,586	-3%	97,000	73,516	98,463	2%	8%	99,000	2%	1%
<b>TOTAL WAGES &amp; BENEFITS</b>		<b>1,779,200</b>	<b>1,795,456</b>	<b>1%</b>	<b>1,888,900</b>	<b>1,444,042</b>	<b>1,939,149</b>	<b>3%</b>	<b>8%</b>	<b>1,946,000</b>	<b>3%</b>	<b>0%</b>
<b>ADMINISTRATION EXPENSE</b>												
TK	Gov't Ctr. Oper. Acct.	60,000	36,218	-40%	55,000	21,398	45,000	-18%	24%	50,000	-9%	11%
DW	Professional Education	23,000	19,451	-15%	23,000	5,503	20,000	-13%	3%	23,000	0%	15%
DW	Board Fees	19,000	19,300	2%	19,000	13,300	18,500	-3%	-4%	19,000	0%	3%
DW	Board Committee Exp	2,000	1,216	-39%	2,000	604	1,400	-30%	15%	2,000	0%	43%
DW	Consulting	23,000	32,011	39%	50,000	22,864	45,000	-10%	41%	50,000	0%	11%
SW	Computer Expenses/Consultants	80,000	93,379	17%	80,000	70,728	80,500	1%	-14%	90,000	13%	12%
RH	Insurance	90,000	88,651	-1%	95,000	69,203	94,000	-1%	6%	100,000	5%	6%
RH	Accounting Fees	6,000	0	n/a	6,000	0	8,500	n/a	#DIV/0!	15,000	150%	76%
DW	Legal	50,000	38,188	-24%	50,000	18,911	36,500	-27%	-4%	50,000	0%	37%
WM	Engineering	50,000	18,921	-62%	60,000	9,163	35,000	-42%	85%	40,000	-33%	14%
WM	Special Engineering (I&I)	20,000	0	-100%	20,000	1,164	9,500	-53%	n/a	0	-100%	-100%
DW	Professional Affiliations	4,500	4,238	-6%	4,500	4,115	4,500	0%	6%	4,500	0%	0%

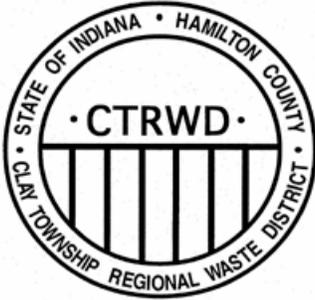
<b>EXPENSES</b>												
RESP.	ITEM	2015 Budget	2015 Actual	% Change Actual to Budget	2016 Budget	Actual Through September	2016 Estimated	% Change Estimated to Budget	% Change Estimated to 2015 Act	2017 Preliminary Budget	% Change Budget '17 to '16	% Change '17 Budget to '16 Est
DW	Travel & Mileage	7,000	8,251	18%	7,000	5,610	7,200	3%	-13%	7,200	3%	0%
TK	Collection	0	(1,092)	n/a	0	(5,446)	(5,446)	n/a	n/a	0	0%	-100%
TK	Billing Service Contracts	147,200	139,331	-5%	140,000	93,457	135,000	-4%	-3%	143,000	2%	6%
TK	Bad Debt Expense	0	21	#DIV/0!	100	0	0	-100%	n/a	0	-100%	0%
TK	Office Expense	11,000	9,373	-15%	11,000	8,963	10,200	-7%	9%	11,000	0%	8%
TK	Postage	9,500	9,000	-5%	9,700	6,750	9,000	-7%	0%	9,200	-5%	2%
TK	Office Services	30,000	31,487	5%	30,000	31,663	38,500	28%	22%	33,000	10%	-14%
DW	Customer Outreach & Education	23,000	18,722	-19%	23,000	10,151	23,000	0%	23%	23,000	0%	0%
	<b>TOTAL ADMINISTRATION EXP</b>	<b>655,200</b>	<b>566,666</b>	<b>-14%</b>	<b>685,300</b>	<b>388,101</b>	<b>615,854</b>	<b>-10%</b>	<b>9%</b>	<b>669,900</b>	<b>-2.2%</b>	<b>9%</b>
	<b>PLANT &amp; TREATMENT EXPENSE</b>											
SW	Sewage Treatment											
	Carmel WWTP	750,000	731,733	-2%	1,110,000	813,715	1,106,715	0%	51%	1,130,000	2%	2%
	Sewer Sampling	35,000	26,378	-25%	35,000	24,730	32,730	-6%	24%	35,000	0%	7%
SW	Biosolids Disposal	120,000	137,801	15%	120,000	116,279	147,279	23%	7%	140,000	17%	-5%
SW	Plant R & M	140,000	148,418	6%	140,000	114,892	150,892	8%	2%	150,000	7%	-1%
SW	Utilities - Plant	215,000	220,676	3%	225,000	151,128	202,128	-10%	-8%	225,000	0%	11%
SW	Operating Supplies - Plant	55,000	20,201	-63%	45,000	20,402	26,500	-41%	31%	30,000	-33%	13%
SW	Safety materials and training	18,000	19,195	7%	20,000	12,023	19,500	-3%	2%	20,000	0%	3%
SW	Permit Fees	10,000	10,670	7%	12,000	10,335	10,335	-14%	-3%	12,000	0%	16%
	<b>TOTAL TREATMENT EXPENSE</b>	<b>1,343,000</b>	<b>1,315,072</b>	<b>-2%</b>	<b>1,707,000</b>	<b>1,263,504</b>	<b>1,696,079</b>	<b>-1%</b>	<b>29%</b>	<b>1,742,000</b>	<b>2%</b>	<b>3%</b>

EXPENSES												
RESP.	ITEM	2015 Budget	2015 Actual	% Change Actual to Budget	2016 Budget	Actual Through September	2016 Estimated	% Change Estimated to Budget	% Change Estimated to 2015 Act	2017 Preliminary Budget	% Change Budget '17 to '16	% Change '17 Budget to '16 Est
	<b>COLLECTION SYSTEM EXPENSE</b>											
AS	Lift Station R & M	180,000	119,920	-33%	165,000	77,900	118,900	-28%	-1%	145,000	-12%	22%
AS	Line maintenance	40,000	44,465	11%	40,000	11,383	40,000	0%	-10%	65,000	63%	63%
AS	Line repair	40,000	46,608	17%	50,000	1,200	35,000	-30%	-25%	50,000	0%	43%
AS	Equipment & Repairs	20,000	18,199	-9%	20,000	13,800	16,800	-16%	-8%	20,000	0%	19%
AS	Special R&M (I & I)	85,000	8,169	-90%	85,000	40	28,040	-67%	243%	0	-100%	-100%
AS	Vehicle R & M	20,000	26,108	31%	25,000	8,108	15,108	-40%	-42%	25,000	0%	65%
AS	Fuel	30,000	16,372	-45%	25,000	12,536	18,536	-26%	13%	25,000	0%	35%
AS	Utilities - Lift Stations	155,000	152,852	-1%	160,000	135,037	184,537	15%	21%	200,000	25%	8%
AS	Operating Supplies - Collection	6,000	5,052	-16%	6,000	61,266	82,266	1271%	1528%	40,000	567%	-51%
AS	Manhole R&M	75,000	234	-100%	75,000	21,918	36,500	-51%	15498%	50,000	-33%	37%
AS	Televising	10,000	1,253	-87%	10,000	0	10,000	0%	698%	45,000	350%	350%
AS	Uniforms & Shop Towels	12,000	12,281	2%	12,000	6,908	12,000	0%	-2%	12,000	0%	0%
	<b>TOTAL COLLECTION SYS EXP</b>	<b>673,000</b>	<b>451,513</b>	<b>-33%</b>	<b>673,000</b>	<b>350,096</b>	<b>597,687</b>	<b>-11%</b>	<b>32%</b>	<b>677,000</b>	<b>1%</b>	<b>13%</b>
	<b>TOTAL OPERATING EXPENSE</b>	<b>4,450,400</b>	<b>4,128,707</b>	<b>-7%</b>	<b>4,954,200</b>	<b>3,445,743</b>	<b>4,848,769</b>	<b>-2%</b>	<b>17%</b>	<b>5,034,900</b>	<b>1.6%</b>	<b>4%</b>
	<b>OPERATING INCOME</b>	<b>1,536,600</b>	<b>2,274,763</b>	<b>48%</b>	<b>1,433,800</b>	<b>1,692,212</b>	<b>2,004,076</b>	<b>40%</b>	<b>-12%</b>	<b>1,937,100</b>	<b>35%</b>	<b>-3%</b>
RH	Depreciation	3,422,000	3,467,130	1%	3,540,000	2,675,597	3,567,470	1%	3%	3,717,800	5%	4%
RH	Amortization	(3,262,000)	(3,082,164)	-6%	(3,240,000)	(2,414,034)	(3,218,712)	-1%	4%	(3,222,000)	-1%	0%
	<b>NET INCOME</b>	<b>1,376,600</b>	<b>1,889,797</b>	<b>37%</b>	<b>1,133,800</b>	<b>1,430,649</b>	<b>1,655,318</b>	<b>46%</b>	<b>-12%</b>	<b>1,441,300</b>	<b>27%</b>	<b>-13%</b>

**Clay Township Regional Waste District  
2017 Budget - Summary**

Updated 10 / 21 / 2016

ITEM	2015 Budget	2015 Actual	% Change Actual to Budget	2016 Budget	Actual Through September	2016 Estimated	% Change Estimated to Budget	% Change Estimated to 2015 Act	2017 Preliminary Budget	% Change Budget '17 to '16	% Change '17 Budget to '16 Est
<b><u>REVENUE</u></b>											
Residential	3,884,000	3,976,294	2%	4,102,000	3,133,166	4,201,166	2%	6%	4,328,000	6%	3%
Commercial	1,876,400	2,110,127	12%	2,000,000	1,758,564	2,338,564	17%	11%	2,409,000	20%	3%
Other	148,300	170,160	15%	148,000	119,980	152,820	3%	-10%	149,000	1%	-2%
<b>TOTAL SALES</b>	<b>5,908,700</b>	<b>6,256,581</b>	<b>6%</b>	<b>6,250,000</b>	5,011,710	<b>6,692,550</b>	<b>7%</b>	<b>7%</b>	<b>6,886,000</b>	<b>10%</b>	<b>2.9%</b>
Total Other Income	78,300	146,889	88%	138,000	126,245	160,295	16%	9%	86,000	-38%	-46%
<b>TOTAL REVENUE</b>	<b>5,987,000</b>	<b>6,403,470</b>	<b>7%</b>	<b>6,388,000</b>	5,137,955	<b>6,852,845</b>	<b>7%</b>	<b>7%</b>	<b>6,972,000</b>	<b>9%</b>	<b>2%</b>
<b><u>OPERATING EXPENSE</u></b>											
Wages & Benefits	1,779,200	1,795,456	1%	1,888,900	1,444,042	1,939,149	3%	8%	1,946,000	3%	0%
Administration	655,200	566,666	-14%	685,300	388,101	615,854	-10%	9%	669,900	-2%	9%
Plant & Treatment	1,343,000	1,315,072	-2%	1,707,000	1,263,504	1,696,079	-1%	29%	1,742,000	2%	3%
Collection System	673,000	451,513	-33%	673,000	350,096	597,687	-11%	32%	677,000	1%	13%
<b>TOTAL OPERATING EXPENSE</b>	<b>4,450,400</b>	<b>4,128,707</b>	<b>-7%</b>	<b>4,954,200</b>	3,445,743	<b>4,848,769</b>	<b>-2%</b>	<b>17%</b>	<b>5,034,900</b>	2%	4%
<b>OPERATING INCOME</b>	<b>1,536,600</b>	<b>2,274,763</b>	<b>48%</b>	<b>1,433,800</b>	1,692,212	<b>2,004,076</b>	<b>40%</b>	<b>-12%</b>	<b>1,937,100</b>	35%	-3%
Depreciation	3,422,000	3,467,130	1%	3,540,000	2,675,597	3,567,470	1%	3%	3,717,800	5%	4%
Amortization	(3,262,000)	(3,082,164)	-6%	(3,240,000)	(2,414,034)	(3,218,712)	-1%	4%	(3,222,000)	-1%	0%
<b>NET INCOME</b>	<b>1,376,600</b>	<b>1,889,797</b>	<b>37%</b>	<b>1,133,800</b>	1,430,649	<b>1,655,318</b>	<b>46%</b>	<b>-12%</b>	<b>1,441,300</b>	<b>27%</b>	<b>-13%</b>



## PERSONNEL & BENEFITS COMMITTEE

Monday October 31, 2016 @ 7:30 A.M.  
Memorandum

Present: Committee Chair Joe Clark, Committee Member Michael McDonald, Utility Director Drew Williams, Controller Cindy Sheeks.

Mr. Clark called the meeting to order at 7:30 a.m.

### Safety Report

Mr. Williams indicated there had been no reportable injuries since the last meeting. Staff continues to hold weekly safety tailgate sessions as well as formal training sessions.

### 2017 Holiday Schedule

Mr. Williams presented the proposed 2017 Holiday Schedule which includes thirteen holidays as in the past. The Committee will recommend the Board approve the 2017 Holiday Schedule as presented.

### Merit Pool

For the past few years the District has used the Compdata survey results for the Utility Industry to establish the merit pool. This year in the Midwest survey, "Water, Sewage" was grouped in the "Other" category. Per the survey, the 2017 merit pool increase is projected to be 2.7% for the Midwest. For Indiana as a whole, the projected merit pool increase is 2.6%.

The Committee will recommend the Board approve a merit pool increase of 2.7% and the same increase for the range adjustment.

### Health Insurance

The Committee reviewed the Health, Dental and Life Insurance Renewal Comparisons. The Anthem Grandmothered Renewal is a 3.5% increase and would provide the best coverage at the most reasonable cost. The UHC ACA Compliant plan is slightly less expensive, but there is less coverage and the deductibles are double. The Committee recommends renewing with Anthem for the Health Insurance. The Committee recommends renewing with Reliance Standard for the Dental insurance unless Mutual of Omaha will waive the 12 month waiting period for orthodontia.

The District currently provides \$25,000 of life insurance coverage for each employee. Mr. McDonald requested rate information for increasing the Life insurance to \$50,000. These rates will be requested.

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

The next meeting is scheduled for Monday November 28, 2016 at 7:30 a.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Andrew Williams". The signature is written in a cursive, slightly slanted style.

Andrew Williams  
Utility Director



## MEMORANDUM

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**To: P&B Committee**

**From: Drew Williams**

**Date: October 28, 2016**

**Subject: Health Insurance Coverage**

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### Health Insurance Renewal Comparison

Below is a comparison of the Health Insurance options for coverage starting December 1, 2016. The Anthem Grandmothered Renewal would provide the best coverage at the most reasonable cost. The UHC ACA Compliant plan is slightly less expensive, but the coverage is less and the deductibles are double.

#### Health Insurance

Company		Annual Cost	Increase
Anthem	Current Rate	\$ 283,632	
Anthem	Grandmothered Renewal	\$ 293,614	3.52%
Anthem	Indiana Public Employee Plan	\$ 311,844	9.95%
UHC	All Savers Alt. Funded	\$ 426,057	50.11%
UHC	ACA Compliant	\$ 285,561	0.68%

### Dental Coverage Comparison

The Reliance Standard renewal came in at a 7.99% increase and Mutual of Omaha was willing to match the current rate. However, Mutual of Omaha has a 1 year waiting per for orthodontics and we have asked if this can be waived. And Reliance Standard has offered to renew at our current rate if we offer employees voluntary supplemental life insurance.

#### Dental Insurance

Company		Annual Cost	Increase
Reliance Standard	Current Rate	\$ 26,483	
Reliance Standard	Renewal	\$ 28,600	7.99%
Guardian	Quote	\$ 27,240	2.86%
Mutual of Omaha	Quote	\$ 26,483	0.00%
Principal	Quote	\$ 30,860	16.53%

# Clay Township Regional Waste District

Employee Benefits Dental Effective Date: December 01, 2016

Prepared: October 14, 2016

# Handout



## Rate Summary

		1	2	3	4	5
		Reliance Standard Ins	Reliance Standard	Guardian	Mutual of Omaha	Principal
		Current Rates	Renewal Rates	Quote	Quote	Quote
		Current Plan	Effective 1/1/2017-12/31/2017			
Single	3	\$28.05	\$30.28	\$31.44	\$28.05	\$38.44
EE/Spouse	3	\$63.89	\$69.00	\$63.82	\$63.89	\$78.51
EE/Child	3	\$84.56	\$91.32	\$83.46	\$84.56	\$92.33
Family	14	\$119.82	\$129.40	\$123.85	\$119.82	\$138.85
<b>Monthly Dental Total</b>		<b>\$2,206.98</b>	<b>\$2,383.40</b>	<b>\$2,270.06</b>	<b>\$2,206.98</b>	<b>\$2,571.74</b>
<b>Monthly Administration Fee</b>						
<b>Monthly Costs</b>		<b>\$2,206.98</b>	<b>\$2,383.40</b>	<b>\$2,270.06</b>	<b>\$2,206.98</b>	<b>\$2,571.74</b>
<b>Annual Costs</b>	23	<b>\$26,483.76</b>	<b>\$28,600.80</b>	<b>\$27,240.72</b>	<b>\$26,483.76</b>	<b>\$30,860.88</b>
<i>Percent of change over current</i>			7.99%	2.86%	0.00%	16.53%

## Plan Summary

		Network	Non-Network	Network	Non-Network	Network	Non-Network	Network	Non-Network	Network	Non-Network
<b>Deductibles</b>		\$50 / \$150		\$50 / \$150		\$50 / \$150		\$50 / \$150		\$50 / \$150	
<b>Coinsurance</b>		Preventive 100%		Preventive 100%		Preventive 100%		Preventive 100%		Preventive 100%	
		Basic 90%	80%	Basic 90%	80%	Basic 90%	80%	Basic 90%	80%	Basic 90%	80%
		Major 60%	50%	Major 60%	50%	Major 60%	50%	Major 60%	50%	Major 60%	50%
<b>Annual Maximum</b>		\$1,500		\$1,500		\$1,500 plus max rollover		\$1,500		\$1,500	
<b>UCR Percentile</b>		90th		90th		90th		90th		90th	
<b>Endodontics</b>		Basic		Basic		Basic		Basic		Basic	
<b>Periodontics</b>		Basic		Basic		Basic		Basic		Basic	
<b>Waiting Period</b>		None		None		None		12 Months		late entrants	
<b>Orthodontia</b>		Child only Coverage		Child only Coverage		Child only Coverage		Child only Coverage		Child only Coverage	
<b>Benefit Percentage</b>		50%		50%		50%		50%		50%	
<b>Lifetime Maximum</b>		\$1,000		\$1,000		\$1,000		\$1,000		\$1,000	
<b>Waiting Period</b>		None		None		None		12 Months		late entrant	
<b>Rates Based on Package Deal</b>						Yes		Yes		Yes	
<b>Contributions</b>						Contributory		80% employer contribution		Contributory	
<b>Participation</b>						90% eligible EE's		96% eligible EE's		75% participation / minimum 5 enrolled for child orthodontia	
<b>Rate Guarantee</b>				1 Year		1 Year		1 Year		1 Year	

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**Clay Township Regional Waste District**

Employee Benefits Medical / Rx Renewal Effective Date: December 01, 2016

Prepared: October 14, 2016

# Handout



**Rate Summary**

	1	2	4	5	6
	Anthem Current Rates	Anthem Revised Grandmother Renewal Rates	Anthem IPEP Quote	UHC - All Savers Alternate Funded Quote	UHC ACA Quote
	Lumeons HSA Opt 1	Lumeons HSA Opt 1	Plan 6 BHSA 3000 (8.0)	Choice Plus HSA HP1500	Silver Choice Plus HSA ADWF / Rx NS
Single 4	\$488.35	\$505.53	\$518.00	\$695.01	\$498.36
Employee/Spouse 2	\$1,025.53	\$1,061.62	\$1,132.00	\$1,389.99	\$996.72
Employee/Child(ren) 3	\$879.02	\$909.96	\$973.00	\$1,355.25	\$921.97
Family 12	\$1,416.21	\$1,466.05	\$1,561.00	\$2,154.50	\$1,420.33
Monthly Premium Total	\$23,636.04	\$24,467.84	\$25,987.00	\$35,479.77	\$23,796.75
Monthly Administration Fee	\$0.00	\$0.00	\$0.00	\$25.00	\$0.00
Monthly Costs 21	\$23,636.04	\$24,467.84	\$25,987.00	\$35,504.77	\$23,796.75
Annual Costs	\$283,632.48	\$293,614.08	\$311,844.00	\$426,057.24	\$285,561.00
Percent of change over current <sup>1</sup>		3.52%	9.95%	50.11%	0.68%

\$15,000 individual stop loss deductible  
125.00% aggregate stop loss corridor

**Plan Summary**

	Network	Network	Network	Network	Network
Carrier Participation Requirement	75% Net Eligible	75% Net Eligible	75% Net Eligible	50% Eligible Employees	50% Eligible Employees
Tobacco Use Included in Rate Factor	Yes	Yes	Yes	Yes	No
Network - Standard or Limited	Standard	Standard	Standard	Standard	Standard
Pediatric Dental Included	No - Grandmother plan	No - Grandmother plan	Yes	No	Yes
Pediatric Vision Included	No - Grandmother plan	No - Grandmother plan	Yes	No	Yes
Annual Deductible - Single/Family	\$1,500 / \$3,000	\$1,500 / \$3,000	\$3,000 / \$6,000	\$1,500 / \$3,000	\$2,700 / \$5,400
Deductible - Embedded or Aggregate	Aggregate	Aggregate	Embedded	Aggregate	Embedded
Coinsurance	80% / 20%	80% / 20%	100% / 0%	80% / 20%	80% / 20%
Maximum Out of Pocket (MOOP) - Single/Family <sup>2</sup>	\$3,000 / \$6,000	\$3,000 / \$6,000	\$3,000 / \$6,000	\$3,000 / \$6,000	\$6,250 / \$12,500
Office Visit Copay - Primary Care Physician (PCP)	Deductible, then 80%	Deductible, then 80%	Deductible, then 100%	Deductible, then 80%	Deductible, then 80%
Office Visit Copay - Specialist	Deductible, then 80%	Deductible, then 80%	Deductible, then 100%	Deductible, then 80%	Deductible, then 80%
Emergency Room	Deductible, then 80%	Deductible, then 80%	Deductible, then 100%	Deductible, then 80%	Deductible, then 80%
Urgent Care	Deductible, then 80%	Deductible, then 80%	Deductible, then 100%	Deductible, then 80%	Deductible, then 80%
Preventive Services	100%	100%	100%	100%	100%
Hospital Services - Inpatient	Deductible, then 80%	Deductible, then 80%	Deductible, then 100%	Deductible, then 80%	Deductible, then 80%
Outpatient Surgery	Deductible, then 80%	Deductible, then 80%	Deductible, then 100%	Deductible, then 80%	Deductible, then 80%
Chiropractic	Deductible, then 80%	Deductible, then 80%	Deductible, then 100%	Deductible, then 80%	Deductible, then 80%
Annual Deductible - Single/Family	Non-Network	Non-Network	Non-Network	Non-Network	Non-Network
Coinsurance	\$3,000 / \$6,000	\$3,000 / \$6,000	\$6,000 / \$12,000	\$3,000 / \$6,000	N/A
Maximum Out of Pocket (MOOP) - Single/Family <sup>2</sup>	60% / 40%	60% / 40%	70% / 30%	50% / 50%	N/A
Annual Deductible	\$6,000 / \$12,000	\$6,000 / \$12,000	\$6,000 / \$12,000	\$6,000 / \$12,000	N/A
Prescription Drugs	Prescription Drugs	Prescription Drugs	Prescription Drugs	Prescription Drugs	Prescription Drugs
Medical Deductible, then:	Medical Deductible, then:	Medical Deductible, then:	Medical Deductible, then:	Medical Deductible, then:	Medical Deductible, then:
Retail	80%	80%	100%	80%	\$10 / \$35 / \$60
Mail Order	90%	90%	100%	80%	Specialty \$10 / \$100 / \$300 \$25 / \$87.50 / \$150 Specialty not covered

<sup>1</sup> Percentage of change includes medical premiums only.

<sup>2</sup> Includes deductible.

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**Clay Township Regional Waste District**

Employee Benefits Voluntary Life Renewal Effective Date: December 01, 2016

Prepared: October 14, 2016



# Handout

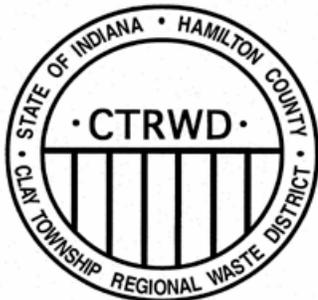
**Plan Summary**

		1		2		3		
		Mutual of Omaha		Principal		Reliance Standard Life Insurance		
		Quote		Quote		Quote - Effective 1/01/2017		
		Employee	Spouse	Employee	Spouse	Employee	Spouse	AD&D
Revised 10/19/16		\$10,000 increments	\$5,000 Increments	\$10,000 increments	\$5,000 Increments	\$10,000 increments	\$10,000 Increments	
Revised 10/27/16		Maximum Benefit \$300,000	Maximum Benefit \$50,000	Maximum Benefit \$300,000	Maximum Benefit \$100,000	Maximum Benefit \$500,000	Maximum Benefit \$500,000	
		Monthly Rate Per \$1,000		Monthly Rate Per \$1,000		Monthly Rate Per \$10,000		
Spouse Rate Based on Age of		Employee		Spouse		Spouse		
		*Spouse & Child coverages terminate when employee reaches age 70						
Under age 25		\$0.100	\$0.100	\$0.096	\$0.096	\$1.900	\$1.900	\$0.380
25 - 29		\$0.100	\$0.100	\$0.096	\$0.096	\$1.900	\$1.900	\$0.380
30 - 34		\$0.110	\$0.110	\$0.105	\$0.105	\$1.700	\$1.700	\$0.320
35 - 39		\$0.000	\$0.000	\$0.158	\$0.158	\$2.400	\$2.400	\$0.290
40 - 44		\$0.130	\$0.130	\$0.255	\$0.255	\$3.930	\$3.930	\$0.310
45 - 49		\$0.200	\$0.200	\$0.393	\$0.393	\$6.620	\$6.620	\$0.320
50 - 54		\$0.350	\$0.350	\$0.641	\$0.641	\$10.590	\$10.590	\$0.330
55 - 59		\$0.580	\$0.580	\$1.006	\$1.006	\$18.340	\$18.340	\$0.350
60 - 64		\$0.900	\$0.900	\$1.396	\$1.396	\$22.830	\$22.830	\$0.380
65 - 69		\$1.410	\$1.410	\$2.578	\$2.578	\$34.920	\$34.920	\$0.400
70 - 74		\$1.980	\$1.980	\$4.230	\$4.230	\$68.340	\$68.340	\$0.450
75 - 79		\$2.070	\$2.070	\$4.230	\$4.230	\$68.340	\$68.340	\$0.450
80 - 84		\$2.760	\$2.760	\$4.230	\$4.230	\$68.340	\$68.340	\$0.450
85 - 89		\$3.840	\$3.840	\$4.230	\$4.230	\$68.340	\$68.340	\$0.450
90 - 94		\$3.840	\$3.840	\$4.230	\$4.230	\$68.340	\$68.340	\$0.450
95 - 99		\$3.840	\$3.840	\$4.230	\$4.230	\$68.340	\$68.340	\$0.450
AD&D		\$0.040	\$0.040	\$0.031	\$0.031	\$68.340	\$68.340	\$0.450
<b>Children</b>	Benefit	\$10,000		Under 14 days old \$1,000 over 14 days old \$5,000 or \$10,000		14 days to 6 months old \$1,000 6 months up to Age 20 - Choice of: 1) \$2,500, 2) \$5,000, 3) \$7,500, 4) \$10,000		
	Maximum	\$10,000		\$10,000		\$10,000		
	Rate	\$0.14 per \$1,000		\$1.00 per \$5,000 per family		1) \$0.45, 2) \$0.88, 3) \$1.31, 4) \$1.74		
	<b>Rates based on package deal</b>	yes		yes		No, but the group must enroll 5 in Vol. Life in order to get a flat dental renewal		
	<b>Rate Guarantee</b>	2 Years		2 Years		2 Years		
	<b>Participation</b>	Greater of 10 lives or 42%		20% or 5 lives, whichever is greater. All eligible employees may enroll for coverage		10% or 5 lives, whichever is greater. All eligible employees may enroll for coverage		
	<b>Proof of Good Health</b>			Required for life insurance amounts greater than:		Required for life insurance amounts greater than:		
	Employee	A one-time open enrollment is available for a period of up to 90 days prior to the effective date of the policy, subject to the enrollment strategy requirements. During this time, the employee/member may elect insurance for the first time or request increased insurance up to the Guarantee Issue amount for the employee/member and any dependents (if applicable) without providing health information		Under age 70: \$70,000 Age 70 and over: \$10,000		anyone selecting an amount in excess of the guarantee issue limit		
	Spouse			Under age 70: \$20,000 Age 70 and over: \$10,000		<b>Guarantee Issue Limits Are:</b> Employees: Under age 60 - \$50,000; Age 60 - 69 - \$10,000 Spouse: Under Age 60 \$10,000 Children: All amounts are guaranteed issue		
	Children							

*Spending Revised* →

\*\*Employee coverage is required for spouse to elect coverage. Spouse cannot exceed 100% of the employee's coverage. Child benefits cannot exceed 100% of the employee's coverage.

This document is for illustrative and comparative purposes only. The information summarizes the proposals of the carriers and the coverage, terms, conditions, and exclusions of their underlying policies. In the event of a discrepancy, the carriers' policies will prevail. The above information may also be subject to final underwriting review by the carriers which may result in premium fluctuations and other modifications prior to final binding of the insurance. Please do not cancel your coverage until an application has been approved in writing.



## MEMORANDUM

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**To: Board of Trustees**

**From: Drew Williams**

**Date: November 10, 2016**

**Subject: 2017 Holiday Schedule**

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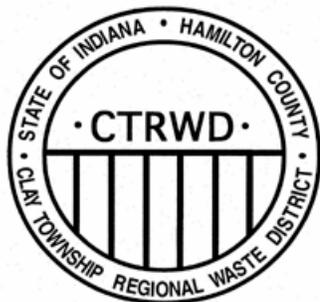
The 2017 Holiday Schedule includes thirteen holidays as in the past.

**Recommended Action:** Approve the 2017 Holiday Schedule.



## CTRWD 2017 Holiday Schedule

New Year's Day (Observed)	Monday, January 2
Martin Luther King Jr. Day	Monday, January 16
Primary Election Day (Floating)	None
Memorial Day	Monday, May 29
Independence Day	Tuesday, July 4
Labor Day	Monday, September 4
General Election Day (Floating)	None
Thanksgiving Day	Thursday, November 23
Day after Thanksgiving	Friday, November 24
Christmas Eve (Observed)	Friday, December 22
Christmas Day	Monday, December 25
New Year's Eve (Observed)	Friday, December 29
Floating Holiday	



## MEMORANDUM

**To: Board of Trustees**

**From: Drew Williams**

**Date: November 9, 2016**

**Subject: Health Insurance Coverage**

### Health Insurance Renewal Comparison

Below is a comparison of the Health Insurance options for coverage starting December 1, 2016. The Anthem Grandmothered Renewal would provide the best coverage at the most reasonable cost. The UHC ACA Compliant plan is slightly less expensive, but the coverage is less and the deductibles are double.

#### Health Insurance

Company		Annual Cost	Increase
Anthem	Current Rate	\$ 283,632	
Anthem	Grandmothered Renewal	\$ 293,614	3.52%
Anthem	Indiana Public Employee Plan	\$ 311,844	9.95%
UHC	All Savers Alt. Funded	\$ 426,057	50.11%
UHC	ACA Compliant	\$ 285,561	0.68%

### Dental Coverage Comparison

The Reliance Standard renewal came in at a 7.99% increase and Mutual of Omaha was willing to match the current rate. However, Mutual of Omaha has a 1 year waiting per for orthodontics and will not waive this requirement. And Reliance Standard has offered to renew at our current rate if we offer employees voluntary supplemental life insurance.

#### Dental Insurance

Company		Annual Cost	Increase
Reliance Standard	Current Rate	\$ 26,483	
Reliance Standard	Renewal	\$ 28,600	7.99%
Guardian	Quote	\$ 27,240	2.86%
Mutual of Omaha	Quote	\$ 26,483	0.00%
Principal	Quote	\$ 30,860	16.53%

## Life Insurance Coverage

The District provides \$25,000 of coverage for each employee. Principal has the best quote. Quotes to increase the amount to \$50,000 have been requested and will be presented at the Board meeting.

Life Insurance \$25,000			
Company		Annual Cost	Increase
Anthem	Current Rate	\$1,872.00	
Anthem	Renewal	\$1,872.00	0.00%
Guardian	Quote	\$2,520.00	34.62%
Mutual Of Omaha	Quote	\$1,521.00	-19.23%
Principal	Quote	\$1,389.60	-25.77%

**Recommended Action: Renew with Anthem for the health insurance, renew with Reliance Standard for Dental.**



## MEMORANDUM

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**To: Board of Trustees**

**From: Andrew Williams**

**Date: November 10, 2016**

**Subject: 2017 Merit Pool**

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For the past few years the District has used the Compdata survey results for the Utility Industry to establish the merit pool. This year in the Midwest survey, "Water, Sewage" was grouped in the "Other" category. Per the survey, the 2017 merit pool increase is projected to be 2.7% for the Midwest. For Indiana as a whole, the projected merit pool increase is 2.6%.

Recommended Action: Approve the 2.7% merit pool with a target of a 2% increase for employees receiving a Competent Performance rating, and the same increase for the range adjustment.



## MEMORANDUM

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**To: Board of Trustees**

**From: Andrew Williams**

**Date: November 10, 2016**

**Subject: Salary Ordinance**

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Attached is the proposed 2017 Salary Ordinance. The ranges have been adjusted by 2.7%.

## Ordinance 11-14-2016

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	\$ 23.67	\$ 30.72
Project Coordinator	\$ 23.67	\$ 30.72
Technical Specialist	\$ 23.67	\$ 30.72
Utility Billing Specialist	\$ 23.67	\$ 30.72
Field Operations Specialist	\$ 20.24	\$ 27.36
Pretreatment Compliance Specialist	\$ 20.24	\$ 27.36
Laboratory Analyst	\$ 20.24	\$ 27.36
Operator	\$ 20.24	\$ 27.36
District Inspector/Locator	\$ 20.24	\$ 27.36
Field Operations Technician	\$ 17.87	\$ 24.33
Administrative Assistant	\$ 17.87	\$ 24.33
Administrative Support Assistant	\$ 17.87	\$ 24.33
Customer Service Specialist	\$ 15.63	\$ 22.05
Billing Assistant	\$ 15.63	\$ 22.05
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	\$ 81,615	\$116,995
Engineering Manager	\$ 70,762	\$106,143
Controller	\$ 70,762	\$106,143
District Engineer	\$ 59,882	\$ 89,822
Plant Superintendent	\$ 59,882	\$ 89,822
Collections Superintendent	\$ 59,882	\$ 89,822
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 November 2016.

CLAY TOWNSHIP REGIONAL WASTE DISTRICT by its Trustees:

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

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

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

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

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

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

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

By: \_\_\_\_\_  
Steve Pittman

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



## CAPITAL & CONSTRUCTION COMMITTEE

Monday November 7, 2016 @ 4:30 P.M.

### Memorandum

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

Ms. Foley called the meeting to order at 4:33 p.m.

Public Comments – There were no public comments.

Dedications – Mr. Hartman reported that Brookhaven Section 8, Camden Walk Section 2B and Albany Place Section 1 are complete and ready for acceptance. The Committee will recommend the Board accept the dedication of Brookhaven Section 8, Camden Walk Section 2B and Albany Place Section 1 sanitary sewers.

#1604 Queen's Manor & Estancia neighborhood sewer project – Mr. Hartman stated letters to property owners were mailed out 2 weeks ago, resulting in 2 phone calls from property owners who are very interested in having the project move forward. Staff also met with three neighborhood residents who were in favor of the project.

The following bids were received September 28<sup>th</sup>. Miller Pipeline was the lowest responsive and responsible bidder.

Miller Pipeline LLC	\$189,125
Precise Boring of Ohio, LLC	\$191,499
TPI Utility Construction, Inc	\$293,340
Midwest Mole, Inc.	\$326,265
Merryman Excavation, Inc.	\$481,374

The above pricing is for the base bid. Mandatory alternate bid pricing was received that excluded a portion of sewer to be installed. This was included in the contract due to the fact that an easement or right-of-way is going to be needed and acquisition may not have lent itself to the schedule. Since the project was bid, Carmel indicated that right of way for this parcel would be a priority and that the right of way would be there for our use by the time needed.

The low bid was substantially lower than the engineer's estimate of \$290,250 but CTRWD, GRW, and Miller Pipeline are confident that they can do the work for the amount bid in the timeline specified.

The Committee will recommend the Board award the Queen's Manor & Estancia Sanitary Sewer Extension Project to Miller Pipeline LLC in the amount of \$189,125.

# 1602 Springmill Parallel Interceptor Project construction contract award – Mr. Merkle reported that this project will provide additional capacity to the Springmill Corridor. One of the driving factors for the timing of this project is the City of Carmel's intention to build a path over the new sewer as soon as our work is complete.

The following bids were received November 1<sup>st</sup>:

Gradex, Inc.	\$929,990.00
HIS Constructors, Inc.	\$1,165,726.31
Atlas Excavating, Inc.	\$1,168,980.00
Eagle Valley Inc.	\$1,289,329.00
Reith-Riley Construction Co., Inc.	\$1,464,579.09
Layne Heavy Civil, Inc.	\$1,842,625.00

Gradex, Inc. was the lowest responsive and responsible bidder. The budget for this project was \$1,100,000. Mr. Merkle stated that staff will meet with Gradex representatives later this week to discuss project expectations to avoid repeating issues on past projects.

Low bid was substantially lower than the engineer's estimate, which increased substantially during design due to larger pipe size needed and granular backfill requirements.

The Committee will recommend the Board award the Springmill Parallel Interceptor construction contract to Gradex, Inc. in the amount of \$929,990.

99<sup>th</sup> Street Sewer Service – Mr. Hartman referred to the map provided in the meeting packet. In a future project CTRWD will extend gravity sewer from Keystone Parkway to Lift Station 6 (Walden Pond). This project was budgeted for \$950,000 in 2023. A developer interested in properties located between Lift Station 6 and Haverstick Road would like sewers available sooner. The Committee discussed the possibility of doing the work sooner. Mr. Hartman noted that the developer would extend sewers from Haverstick Road to the west side of their property and CTRWD would extend sewers from Keystone Avenue to Haverstick Road, then across 99<sup>th</sup> Street to eliminate Lift Station 6. Unsewered properties on 99<sup>th</sup> Street would be provided stubs for connection. CTRWD's portion of this work should cost under \$500,000. The developer could also be requested to install sewers from Keystone Avenue, with reimbursement for offsite work to follow when funds become available in the future. The Committee will defer to the Budget and Finance Committee for further consideration regarding schedule.

Sourwine Sewer Service – Mr. Hartman stated a developer interested in the property at 116<sup>th</sup> Street and Hoover Road has proposed using low pressure sewers. While the master plan shows this area draining by gravity to Jackson's Grant, the large property west of Clay Center Road was previously not interested in development or sewers. Staff believes the use of low pressure sewers is acceptable in this case and Committee members agreed.

Byrum Sewer Service – Mr. Williams provided a brief update on the status Mr. Byrum's attempt to get sewer service to his property located just outside CTRWD's service area. Committee members agreed to consider servicing this property if requested by the City of Westfield or Citizens.

Brackney – Deerfield Litigation – Mr. Merkle reported that last fall the Hamilton County Surveyor's office notified staff of a storm sewer that was damaged by installation of sanitary sewer in Deerfield subdivision. Damage resulted in a sink hole in a road which required immediate repair by the Surveyor's office. CTRWD reimbursed the Hamilton County Surveyor for over \$12,000 in expenses related to the repair. Staff and legal counsel have since been working to recover this cost from Brackney Inc., who installed Deerfield sanitary sewers in 2008. The Committee discussed legal options and agreed that legal counsel will continue to communicate with the responsible parties to try and reach a settlement. Until a settlement is reached and CTRWD has been made whole, staff will not consider Brackney or their subcontractor as responsible contractors for purposes of bidding future projects.

Office Consolidation – Mr. Williams reported that he and Mr. Merkle have been reaching out to architect Blackline to determine what CTRWD could build for the \$775,000 sale price of its share in the government center office. Blackline previously estimated \$1.34 million for an office consolidation project that included additions to the office building at the WWTP. Due to recent savings identified in upcoming capital projects, staff kept \$600,000 in the budget to fund this project.

Capital Budget – Mr. Merkle provided the most current revision for the draft 2017 Capital Budget and cash forecast. Changes include \$8.7 million for the bare minimum plant expansion which will run from 2019 to 2021. While we are currently forecasted to dip below \$2 million in reserves, no borrowing is projected for the next big plant expansion project. Staff is working to determine the feasibility of a larger plant expansion, sending daily flows from Lift Station 2 to the WWTP instead of Carmel.

Significant savings have been realized on three upcoming projects in 2017, compared to the previous version of the Capital Budget: \$1.1 million savings on the Springmill Parallel Interceptor project because bids came in substantially lower than expected, \$600,000 savings due to a reduced scope for the outfall and post-treatment improvements project at the WWTP, and \$500,000 savings due to the reduced scope for the Keystone Avenue and 96<sup>th</sup> Street sewer relocation work. This added \$2.2 million to the cash forecast in 2017. The timing of the following three

projects was re-adjusted to 2018-2019: Lift Station 8 upgrades and new force main, Lift Station 10 upgrades, and Lift Station 14 parallel force main.

The Committee will recommend the Board approve the 2017 Capital Budget.

#1702 Keystone/96<sup>th</sup> Sewer Relocation Project – Mr. Merkle reported that staff has worked with Carmel to determine the scope of sewer relocation needed so Carmel can construct an interchange at 96<sup>th</sup> Street and Keystone Avenue. Some of the costs will be reimbursed by Carmel since the sewers are located in easements. To meet Carmel's aggressive schedule staff must proceed with design as soon as possible. The Committee will recommend the Board approval of staff engaging an engineering firm to provide professional services for this project in an amount not to exceed \$50,000. Staff will select the qualified firm offering the best price that can meet the project schedule.

#### UPDATES

##### 1. Capital Projects & Construction

#1504 - Lift Station 17 Odor Control Installation – Crews installing odor control equipment at Lift Station 17 will be on site this week. Work will be complete in the coming weeks.

#1505 - WWTP Odor Control Upgrade – Crews constructed the three reinforced concrete biofilter tanks in the past month. Buried piping for drainage, gas and water will be completed in the coming weeks. Work is on schedule. Completion is due early spring.

#1601 - 106<sup>th</sup> Street Parallel Force main – Crews working on the 106th Street Parallel Force Main project should be on site shortly. Over 8,000 feet of pipe has been delivered and stored at the plant. Work will start at the plant and move east to Ditch Road.

#1602 - Springmill Parallel Interceptor – Bids were received and staff reached an agreement with property owners to acquire the easement needed for this project.

#1604 - Queens Manor & Estancia neighborhood sewer project – Bids have been received as previously discussed.

The meeting was adjourned at 6:00 p.m.

Date and time for next meeting: Monday, December 5, 2016 at 4:30 p.m.

Respectfully submitted,



Wes Merkle  
Engineering Manager

Project completion in 2016 with no carryover  
 More info needed or revisions still needed, see notes  
 Project timing is developer driven and are otherwise a low priority for District funds

# HANDOUT

Location	Project No.	Project	Comment/justification	Near-term Priority	Year needed Earliest	Year needed Latest	Year Budgeted	Funding Source	Year 0 2016	Year 1 2017	Year 2 2018	Year 3 2019	Year 4 2020	Year 5 2021	Year 6 2022	Year 7 2023	Year 8 2024	Year 9 2025	Year 10 2026
WWTP	Michigan Road Wastewater Treatment Plant																		
	1505	Headworks odor control upgrades	ongoing performance issues with existing equipment	High	2014	2016	2016	Operating Fund	\$ 1,100,000	\$ 1,000,000									
	1701	Outfall improvements	Outfall to Cemetery Creek	High	2016	2018	2017	Plant Expansion Fund		\$ 250,000									
	1902	WWTP Expansion	capacity expansion: screen, VLRs, clarifier, UV	Medium	2021	2023	2019-21	Plant Expansion Fund				\$ 1,700,000	\$ 3,500,000	\$ 3,500,000					
		Pretreatment Gas Monitors	Replace the existing combustible gas monitors	High			2017	Reserve for Replacement Fund		\$ 15,000									
		Digester 3 Upgrades	A new telescoping dewater valve and blower optimization.	Medium			2019	Operating Fund			\$ 40,000								
		VLR Shaft Covers	New covers for the ends of the VLR rotor shafts.	High			2017	Operating Fund		\$ 15,000									
	1605	Office Consolidation	Evaluation is underway	Medium			2017	Operating Fund		\$ 600,000									
		New shop & parking area	May be a future need dependent on growth	Medium			2020	Operating Fund					\$ 600,000						
		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	\$ 150,000	\$ 150,000	\$ 150,000
	1511	Drying bed rehab, chemical loading area, SHTS piping modifications, new NPW hydrant at drying beds	install yard hydrant for cleaning and rebuild block retaining wall	Medium	2015	2016	2015	Operating Fund	\$ 85,000										
		Digester Blower Optimization	Optimize blower operation w/ DO monitoring				2016	Operating Fund	\$ 20,000										
		Orbal Flow Control	Limit the flow to the Orbal during 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										
LS 1	Carmel Creek																		
	1506	Basin 1 I&I Removal	Line repairs remain.	High	2014	2015	2016-17	Operating Fund	\$ 650,000	\$ 150,000									
	1509	Southern Interceptor Relocation at Ream Creek	Required to accommodate Hamilton Co Surveyor project to lower creek at sewer crossing				2015-16	Operating Fund	\$ 90,000										
	1702	96th/Keystone force main relocation	Working with Carmel Engineering & consultants to determine scope	High	2016	2017	2017	Operating Fund		\$ 400,000									
	2001	Replace wet weather pumps, generator, wet well piping	Replace wet weather pumps at the end of their service life.	Low	2019	2022	2020	Reserve for Replacement Fund					\$ 500,000						
		New Fence	Original chain link fence is reaching its serviceable life.	Low	2017	2019	2018	Reserve for Replacement Fund			\$ 15,000								
LS 2	Meridian Corridor																		
	1502	Pump replacement & standby power upgrades	Aging pumps 1 & 2, increase capacity to MRWWTP	High	2014	2015	2015	Reserve for Replacement Fund	\$ 1,800,000										
	1601	106th Street Parallel Force main (Ditch Road to Michigan Road WWTP)	Increase capacity at LS 2.	High	2016	2017	2016	Interceptor Fund	\$ 500,000	\$ 2,750,000									
								Operating Fund	\$ 500,000	\$ 2,750,000									
	1602	Springmill parallel interceptor	Relief for existing Springmill Interceptor, service unsewered & undeveloped parcels.	High	2016	2019	2016	Interceptor Fund	\$ 150,000	\$ 1,000,000									
	1604	Queens Manor/Estancia	Neighborhood sewer project.	Medium			2016	Operating Fund	\$ 100,000	\$ 150,000									
	2401	106th Street Parallel Force main (LS 2 to Ditch Road)	Timing is based on when capacity is needed.	Low	2020	2025	2024	Interceptor Fund									\$ 1,700,000		
LS 3	Northern Heights																		
		(no projects)																	
LS 4	Springmill Ridge																		
	1801	Interceptor extension & lift station elimination	Proceed with completion of Jackson's Grant Phase 6.	Medium	2016	2019	2018	Interceptor Fund			\$ 500,000								
LS 5	Springmill Streams																		
	2601	Interceptor extension & lift station elimination	Can proceed following completion of Jackson's Grant Phase 2. Can combine with LS19 elimination project.	Low	2018	2026	2026	Interceptor Fund											\$ 500,000
LS 6	Waldon Pond																		
	2203	Interceptor extension & lift station elimination	Timing is development driven.	Low	2017	2025	2022	Interceptor Fund						\$ 950,000					
LS 7	Laurelwood Sub																		
		(no projects)																	
LS 8	Laurelwood																		
	1510	Cedar Point Sanitary Sewer Extension	Neighborhood sewer project.				2015-16	Operating Fund	\$ 275,000										
	1606	Basin & I&I removal	Manhole rehab & raising, line repairs	High			2017	Operating Fund		\$ 150,000									
	1802	Pump & electrical upgrades + new force main to 106th St	Assumes I&I removal is successful and completion of #1601; Timing is based on when capacity is needed.	Medium	2018	2020	2018	Interceptor Fund			\$ 1,400,000								
LS 9	Towne Road																		
		(no projects)																	
LS 10	Michigan Road																		
	1803	Pump and controls upgrades	Increase wet weather capacity & redundancy.	Medium	2016	2019	2018	Reserve for Replacement Fund			\$ 800,000								
LS 11	Boone County																		
		(no projects)																	
LS 12	Kingsmill																		
		(no projects)																	
LS 14	Austin Oaks																		
	1901	Parallel force main extension	Timing is based on when capacity is needed.	Low	2018	2020	2019	Interceptor Fund				\$ 1,600,000							
	2002	Generator replacement	Generator is at the end of its service life but currently runs fine. Can push further out if needed.	Low	2017	2020	2020	Reserve for Replacement Fund					\$ 150,000						
	2301	Interceptor extension	New service area north of CR300S. Timing is developer driven.	Low	2017	2025	2023	Interceptor Fund								\$ 800,000			
LS 16	Zionsville Presbyterian																		
	1507	Replacement/relocation	Upsize & relocate to The Farm development. Timing is development driven.	Medium	2016	2017	2017	Operating Fund		\$ 750,000									
LS 17	Zion Hills																		
	1504	Odor control	Address Odor Issues caused to the volume of flow	Medium	2014	2016	2016	Operating Fund	\$ 125,000										
	2501	Pump & electrical upgrades	Timing is based on when capacity is needed.	Low	2020	2025	2025	Reserve for Replacement Fund									\$ 1,500,000		
LS 18	Train Express																		
		Pump replacements	Replace pumps at the end of their service life. Evaluate the elimination of the station that services three buildings.		2018	2025	2018	Reserve for Replacement Fund			\$ 30,000								
LS 19	Village of West Clay																		

2017 Capital Budget - Preliminary

Revised 11/4/2016

Highlighting Key

Project completion in 2016 with no carryover  
 More info needed or revisions still needed, see notes  
 Project timing is developer driven and are otherwise a low priority for District funds

Location	Project No.	Project	Comment/justification	Near-term Priority	Year needed			Funding Source	Year 0 2016	Year 1 2017	Year 2 2018	Year 3 2019	Year 4 2020	Year 5 2021	Year 6 2022	Year 7 2023	Year 8 2024	Year 9 2025	Year 10 2026			
					Earliest	Latest	Budgeted															
	2601	Interceptor extension & lift station elimination	Can proceed following completion of Jackson's Grant Phase 2. Can combine with LS5 elimination project. Timing is development driven.	Low	2017	2026	2026	Interceptor Fund												\$ 1,500,000		
		Repair or replace existing wet well hatches	Safety issue, current configuration allows middle door on hatch to fall. Evaluation of options is underway.		2016	2017	2017	Operating Fund		\$ 12,000												
LS 20	Mayflower Park	Pump replacements	Replace pumps at the end of their service life.		2018	2025	2019	Reserve for Replacement Fund				\$ 30,000										
LS 21	High Grove	Interceptor extension & lift station elimination	Required with future development south of LS 21. Timing is development driven.	Low	2017	2025	2023	Interceptor Fund								\$ 900,000						
LS 22	North Augusta	Panel replacement	Replace old control panel		2015	2018	2015	Reserve for Replacement Fund	\$ 20,000													
LS 23	126th Street	Pump & electrical upgrades	Timing is based on when capacity is needed.	Low	2020	2022	2022	Reserve for Replacement Fund							\$ 400,000							
LS 24	Parkwood West	Replace or retrofit control panel doors to add handles.	Control panel doors utilize a bolt down system that is time consuming, cumbersome and ineffective.	Medium	2017	2018	2017	Operating Fund		\$ 3,000												
LS 25	Towne Oak Estates	Replace or retrofit control panel doors to add handles.	Control panel doors utilize a bolt down system that is time consuming, cumbersome and ineffective.	Medium	2017	2018	2017	Operating Fund		\$ 3,000												
LS 26	Jacksons Grant	Sewer oversizing (interceptor extensions) at Jackson's Grant	To be included with future development phases. Timing is development driven.	Medium	2017	2019	2017-18	Interceptor Fund		\$ 200,000	\$ 200,000											
	2202	LS 26 additional pumps & parallel force main extension	Extend larger force main to 111th Street, add pumps controls and generator at LS. Must be complete before elimination of LS 5 & 19. Timing is based on when capacity is needed in Springmill Interceptor and LS 26.	Low	2018	2022	2022	Interceptor Fund							\$ 1,500,000							
<b>General collection system projects</b>																						
		Valve & Check Valve rehab or replacement	Due to age of valves, replacement may be required.	Medium	2016	2017	2016-2017	Reserve for Replacement Fund	\$ 50,000	\$ 50,000												
		Annual Misc. Repairs, Replacements & Line Relocations	Repairs are made as problems are found during televising.	Medium			annual	Reserve for Replacement Fund	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000		
		Neighborhood Sewer Projects	Typically one neighborhood project a year.	Medium			annual	Operating Fund	\$ -	\$ 100,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000		
		Standardize all lift station PLC operation.	Standardize all duplex lift station control, transducer primary control with float back-up.	High	2017	2018	2017	Operating Fund		\$ 15,000												
<b>Equipment</b>																						
		Vehicles	Scheduled Replacement of Vehicles	Medium	Schedule		various	Operating Fund	\$ 30,000	\$ 30,000		\$ 30,000		\$ 30,000		\$ 30,000		\$ 30,000		\$ 30,000		
		Laboratory Equipment	Replacement and Upgrades to Lab equipment	Medium			various	Operating Fund	\$ 10,000		\$ 5,000		\$ 5,000		\$ 5,000		\$ 5,000		\$ 5,000	\$ 5,000		
		Asset Management Software	Upgrade to new technology to improve operations in the field	Medium	2015	2018	2015	Operating Fund	\$ 80,000													
		Locating equipment	Equipment age & technology upgrade	High			2016	Operating Fund	\$ 4,000													
		Replace flat files	drawers bad in several units, more space needed	High			2016	Operating Fund	\$ 3,000													
		GPS unit		High			2016	Operating Fund	\$ 10,000													
		Effluent Sampler Replacement	Replace old effluent sampler				2016	Reserve for Replacement Fund	\$ 8,000													
		Lateral Launch System for the Camera truck	A majority of the I&I is likely coming from laterals. This equipment would be used to locate the source of I&I. Pilot projects with a vendor would be conducted prior to purchase.	Low	2019	Never	2019	Operating Fund				\$ 75,000										
		Laboratory Equipment	A new CBOD incubator				2017	Reserve for Replacement Fund		\$ 10,000												
		OdorLogs	New OdorLogs for monitoring the progress in the odor	High			2017	Reserve for Replacement Fund		\$ 10,000												
		Washer/Dryer	Used for the washing of uniforms	Medium			2017	Operating Fund		\$ 3,000												
		Mower Replacement	Replacement of existing mower	Medium			2017	Operating Fund		\$ 10,000												
		Godwin 6" portable pump	For use during emergency bypass pumping operations	High			2017	Operating Fund		\$ 37,000												
		Enclosed safety trailer	Replace open trailer to provide safety / emergency equipment to readily available.	High			2017	Operating Fund		\$ 4,000												
		Cleaning nozzles for Aquatech	Specialty nozzles will improve the cleaning process.	High			2017	Operating Fund		\$ 8,000												
		Vega radar level control units	5 units to replace floats at stations. Equipment is currently be evaluated at LS 2.	Medium			2017	Operating Fund		\$ 8,000												
		Seal coat asphalt at 18 lift stations as identified during inspections.	Last maintenance on lift station asphalt, 2011. routine maintenance.	Medium			2017	Operating Fund		\$ 12,000												
		Outfit Collections vehicles with 2-Way radios.	Emergency management plan, daily productivity.	Medium			2017	Operating Fund		\$ 5,000												
<b>Administration Projects</b>																						
		Copier	Replacement of copier	Low	2017	2018	2018	Operating Fund			\$ 15,000											
									<b>Totals</b>	\$ 6,030,000	\$ 10,800,000	\$ 3,415,000	\$ 3,925,000	\$ 5,205,000	\$ 3,980,000	\$ 3,305,000	\$ 2,180,000	\$ 2,155,000	\$ 1,980,000	\$ 2,455,000	\$ 45,430,000	
									<b>Operating Fund</b>	\$ 3,352,000	\$ 6,365,000	\$ 320,000	\$ 445,000	\$ 905,000	\$ 330,000	\$ 305,000	\$ 330,000	\$ 305,000	\$ 330,000	\$ 305,000	\$ 330,000	\$ 13,292,000
									<b>Reserve for Replacement Fund</b>	\$ 2,028,000	\$ 235,000	\$ 995,000	\$ 180,000	\$ 800,000	\$ 150,000	\$ 550,000	\$ 150,000	\$ 150,000	\$ 1,650,000	\$ 150,000	\$ 7,038,000	
									<b>Plant Expansion Fund</b>	\$ -	\$ 250,000	\$ -	\$ 1,700,000	\$ 3,500,000	\$ 3,500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,950,000
									<b>Interceptor Fund</b>	\$ 650,000	\$ 3,950,000	\$ 2,100,000	\$ 1,600,000	\$ -	\$ -	\$ 2,450,000	\$ 1,700,000	\$ 1,700,000	\$ -	\$ 2,000,000	\$ 16,150,000	
									<b>Total</b>	\$ 6,030,000	\$ 10,800,000	\$ 3,415,000	\$ 3,925,000	\$ 5,205,000	\$ 3,980,000	\$ 3,305,000	\$ 2,180,000	\$ 2,155,000	\$ 1,980,000	\$ 2,455,000	\$ 45,430,000	

## Cash Forecast

	Actual <b>2015</b>	Actual/Est <b>2016</b>	Year 1 <b>2017</b>	Year 2 <b>2018</b>	Year 3 <b>2019</b>	Year 4 <b>2020</b>	Year 5 <b>2021</b>
Operating (and Operating Reserve)	6,627,000	4,979,000	251,000	1,626,000	2,935,000	3,846,000	5,446,000
Reserve for Replacement	<u>1,790,000</u>	<u>62,000</u>	<u>127,000</u>	<u>(568,000)</u>	<u>(448,000)</u>	<u>(948,000)</u>	<u>(798,000)</u>
Operating Funds	8,417,000	5,041,000	378,000	1,058,000	2,487,000	2,898,000	4,648,000
Plant Expansion	2,103,000	2,803,000	3,553,000	4,603,000	4,006,000	1,664,000	(620,000)
Interceptor	<u>2,184,000</u>	<u>2,134,000</u>	<u>(1,186,000)</u>	<u>(2,624,000)</u>	<u>(3,529,000)</u>	<u>(2,799,000)</u>	<u>(2,032,000)</u>
Subtotal	4,287,000	4,937,000	2,367,000	1,979,000	477,000	(1,135,000)	(2,652,000)
<b>TOTAL - 2017 Budget</b>	<b>12,704,000</b>	<b>9,978,000</b>	<b>2,745,000</b>	<b>3,037,000</b>	<b>2,964,000</b>	<b>1,763,000</b>	<b>1,996,000</b>
TOTAL - 2016 Revised Budget	12,704,000	9,530,000	3,133,000	2,260,000	1,973,000	2,687,000	not calculated

**Notes:** Used 2017 Operating & Capital Budgets.

**Operating fund includes a 5% sewer rate increase each year.**

Operating & Reserve for Replacement capital spending will be \$10,986,000 from 2017 to 2021.

Operating Reserve and Reserve for Replacement funded by transfers from Operating Fund.

Reserve for Replacement will receive transfers of \$300,000 per year from the Operating Fund.

**EDU & Interceptor fees will be increased 5% each year.**

Plant Expansion funded by EDU fees. Forecasting \$700,000 in receipts in 2016, \$1,000,000 in 2017.

The final plant expansion will run from 2020 to 2023. It will \$6,000,000 thru 2021

Plant expansion capital spending will be \$6,750,000 from 2017 to 2021.

Interceptor funded by Interceptor fees. Forecasting \$600,000 in receipts in 2016, 12 year buildout completed in 2028.

Interceptor capital spending will be \$8,450,000 from 2017 to 2021.



## MEMORANDUM

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**To: Board of Trustees**

**From: Wes Merkle**

**Date: November 7, 2016**

**Subject: Project #1602 Springmill  
Parallel Interceptor Project**

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The following bids were received November 1<sup>st</sup> for the subject project:

Gradex, Inc.	\$929,990.00
HIS Constructors, Inc.	\$1,165,726.31
Atlas Excavating, Inc.	\$1,168,980.00
Eagle Valley Inc.	\$1,289,329.00
Reith-Riley Construction Co., Inc.	\$1,464,579.09
Layne Heavy Civil, Inc.	\$1,842,625.00

Gradex, Inc. was the lowest responsive and responsible bidder. The budget for this project was \$1,100,000.

Recommended Action: Award the Springmill Parallel Interceptor construction contract to Gradex, Inc. in the amount of \$929,990.



## MEMORANDUM

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**To: Board of Trustees**

**From: Wes Merkle**

**Date: November 7, 2016**

**Subject: #1702 Keystone/96<sup>th</sup> Sewer Relocation Project**

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Staff has worked with Carmel's Engineering Department and consultants to determine the scope of sewer relocation so Carmel can construct an interchange at Keystone Parkway and 96<sup>th</sup> Street. Sewer relocation will have three components:

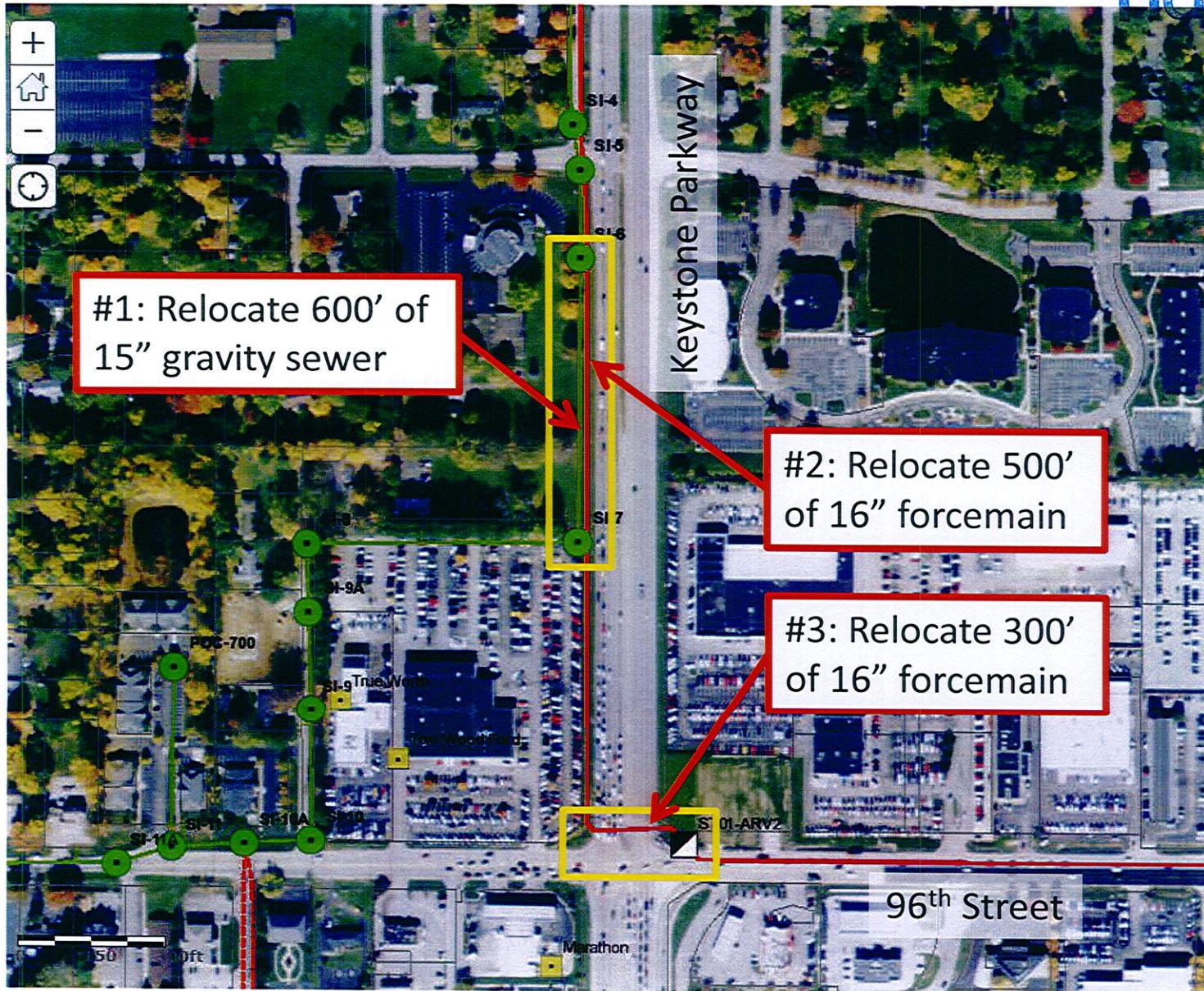
1. Relocate approximately 600 feet of gravity sewer (Southern Interceptor), generally between manholes SI-7 to SI-6
2. Relocate approximately 500 feet of the Lift Station 1 forcemain in the same area as the gravity sewer relocation
3. Relocate approximately 200 feet of the Lift Station 1 forcemain across Keystone Parkway

Items 1 and 2 above must be completed by CTRWD before construction begins this spring. Item 3 will be completed by Carmel's road contractor at a later date while the intersection is closed to traffic. This will reduce construction time and cost to CTRWD.

The gravity sewer is currently located in an easement; therefore this relocation work will be reimbursed by Carmel. Carmel will acquire new easements necessary to complete the work. The relocated forcemain (Item 2) will be installed in new right of way or the new gravity sewer easement.

Staff will solicit proposals from at least three engineering firms experienced with this type of work. Design must be expedited to meet Carmel's aggressive schedule.

Recommended Action: Approve of staff engaging an engineering firm to provide professional services for this project in an amount not to exceed \$50,000. Staff will select the qualified firm offering the best price that can meet the project schedule.



#1702 – Keystone/96<sup>th</sup> Sewer Relocation Project



## MEMORANDUM

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**To: Board of Trustees**

**From: Wes Merkle**

**Date: November 7, 2016**

**Subject: #1702 Keystone/96<sup>th</sup> Sewer Relocation Project**

---

Staff has worked with Carmel's Engineering Department and consultants to determine the scope of sewer relocation so Carmel can construct an interchange at Keystone Parkway and 96<sup>th</sup> Street. Sewer relocation will have three components:

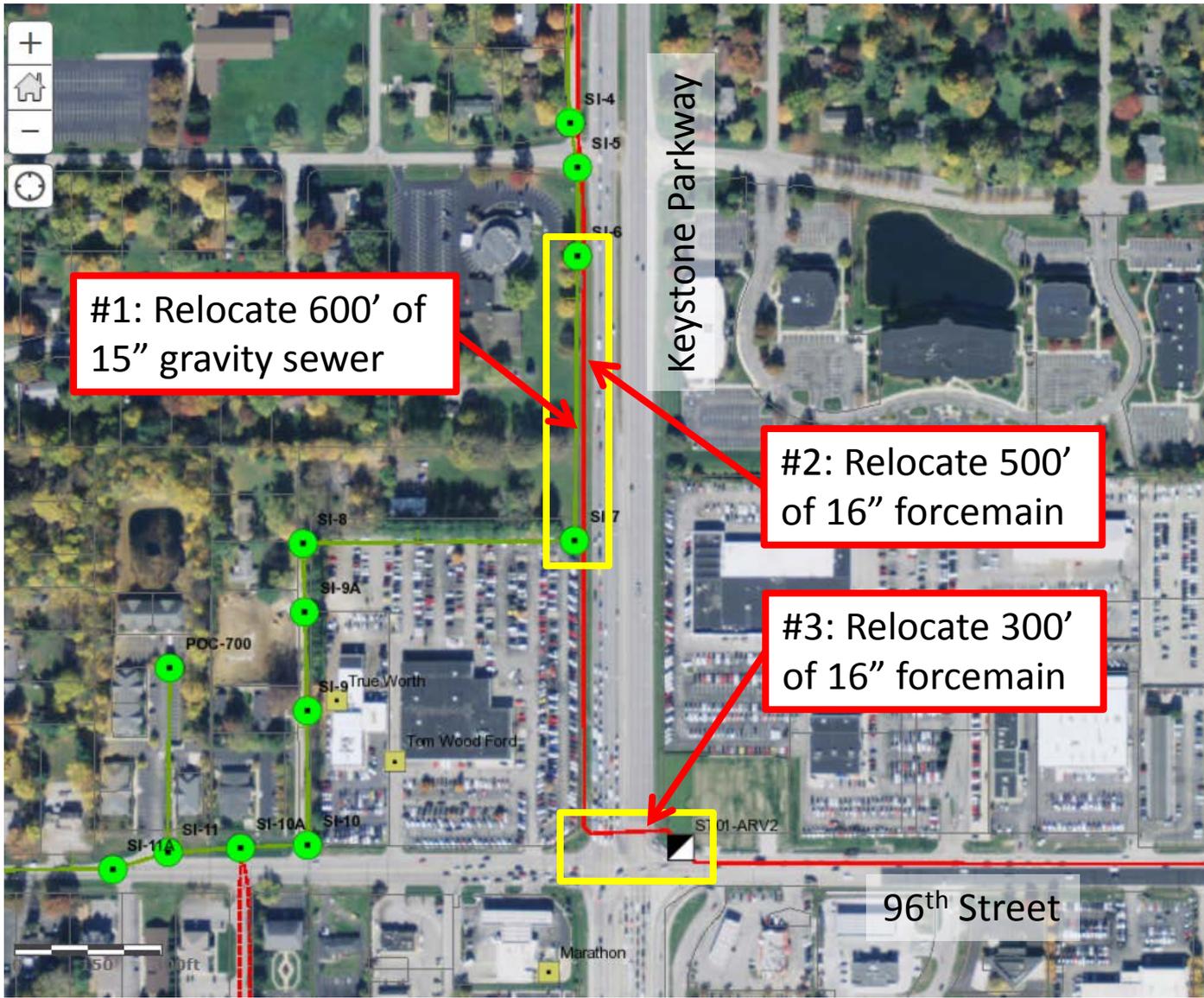
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Staff will solicit proposals from at least three engineering firms experienced with this type of work. Design must be expedited to meet Carmel's aggressive schedule.

Recommended Action: Approve of staff engaging an engineering firm to provide professional services for this project in an amount not to exceed \$50,000. Staff will select the qualified firm offering the best price that can meet the project schedule.



#1702 – Keystone/96<sup>th</sup> Sewer Relocation Project



## MEMORANDUM

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**To: Board of Trustees**  
**From: Ryan Hartman**  
**Date: November 9, 2016**  
**Subject: Dedications**

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Brookhaven Section 8, Camden Walk Section 2B and Albany Place Section 1 are complete and ready for acceptance.

Recommended Action: Accept the dedication of Brookhaven Section 8, Camden Walk Section 2B and Albany Place Section 1, sanitary sewers.



## MEMORANDUM

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**To:** Board of Trustees  
**From:** Ryan Hartman  
**Date:** November 7, 2016  
**Subject:** Project #1604 Queens Manor & Estancia Sanitary Sewer Extension Project

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The following bids were received September 28<sup>th</sup> for the subject project:

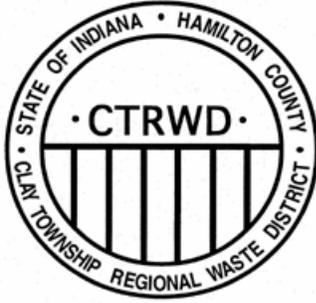
Miller Pipeline LLC	\$189,125
Precise Boring of Ohio, LLC	\$191,499
TPI Utility Construction, Inc	\$293,340
Midwest Mole, Inc.	\$326,265
Merryman Excavation, Inc.	\$481,374

Miller Pipeline was the lowest responsive and responsible bidder.

Above pricing is for the base bid. Mandatory alternate bid pricing was received that excluded a portion of sewer to be installed. This was included in the contract due to the fact that an easement or right of way is going to be needed and acquisition may not have lended itself to the schedule. Since the project was bid, Carmel indicated that right of way for this parcel would be a priority and that the right of way would be there for our use by the time needed.

Low bid was substantially lower than the engineer's estimate of \$290,250 but CTRWD, GRW, and Miller Pipeline are confident that they can do the work for the amount bid in the timeline specified.

Recommended Action: Award the Queens Manor and Estancia Sanitary Sewer Extension Project to Miller Pipeline LLC in the amount of \$189,125.



## MEMORANDUM

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**To: Board of Trustees**

**From: Wes Merkle**

**Date: November 7, 2016**

**Subject: Project #1602 Springmill  
Parallel Interceptor Project**

---

The following bids were received November 1<sup>st</sup> for the subject project:

Gradex, Inc.	\$929,990.00
HIS Constructors, Inc.	\$1,165,726.31
Atlas Excavating, Inc.	\$1,168,980.00
Eagle Valley Inc.	\$1,289,329.00
Reith-Riley Construction Co., Inc.	\$1,464,579.09
Layne Heavy Civil, Inc.	\$1,842,625.00

Gradex, Inc. was the lowest responsive and responsible bidder. The budget for this project was \$1,100,000.

Recommended Action: Award the Springmill Parallel Interceptor construction contract to Gradex, Inc. in the amount of \$929,990.



## MEMORANDUM

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**To: Board of Trustees**

**From: Wes Merkle**

**Date: November 7, 2016**

**Subject: #1702 Keystone/96<sup>th</sup> Sewer Relocation Project**

---

Staff has worked with Carmel's Engineering Department and consultants to determine the scope of sewer relocation so Carmel can construct an interchange at Keystone Parkway and 96<sup>th</sup> Street. Sewer relocation will have three components:

1. Relocate approximately 600 feet of gravity sewer (Southern Interceptor), generally between manholes SI-7 to SI-6
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The gravity sewer is currently located in an easement; therefore this relocation work will be reimbursed by Carmel. Carmel will acquire new easements necessary to complete the work. The relocated forcemain (Item 2) will be installed in new right of way or the new gravity sewer easement.

Staff will solicit proposals from at least three engineering firms experienced with this type of work. Design must be expedited to meet Carmel's aggressive schedule.

Recommended Action: Approve of staff engaging an engineering firm to provide professional services for this project in an amount not to exceed \$50,000. Staff will select the qualified firm offering the best price that can meet the project schedule.



## MEMORANDUM

---

**To: Board of Trustees**

**From: Wes Merkle**

**Date: November 7, 2016**

**Subject: Project #1602 Springmill  
Parallel Interceptor Project**

---

The following bids were received November 1<sup>st</sup> for the subject project:

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Eagle Valley Inc.	\$1,289,329.00
Reith-Riley Construction Co., Inc.	\$1,464,579.09
Layne Heavy Civil, Inc.	\$1,842,625.00

Gradex, Inc. was the lowest responsive and responsible bidder. The budget for this project was \$1,100,000.

Recommended Action: Award the Springmill Parallel Interceptor construction contract to Gradex, Inc. in the amount of \$929,990.



## MEMORANDUM

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**To:** Board of Trustees  
**From:** Wes Merkle  
**Date:** November 7, 2016  
**Subject:** #1702 Keystone/96<sup>th</sup> Sewer Relocation Project

---

Staff has worked with Carmel's Engineering Department and consultants to determine the scope of sewer relocation so Carmel can construct an interchange at Keystone Parkway and 96<sup>th</sup> Street. Sewer relocation will have three components:

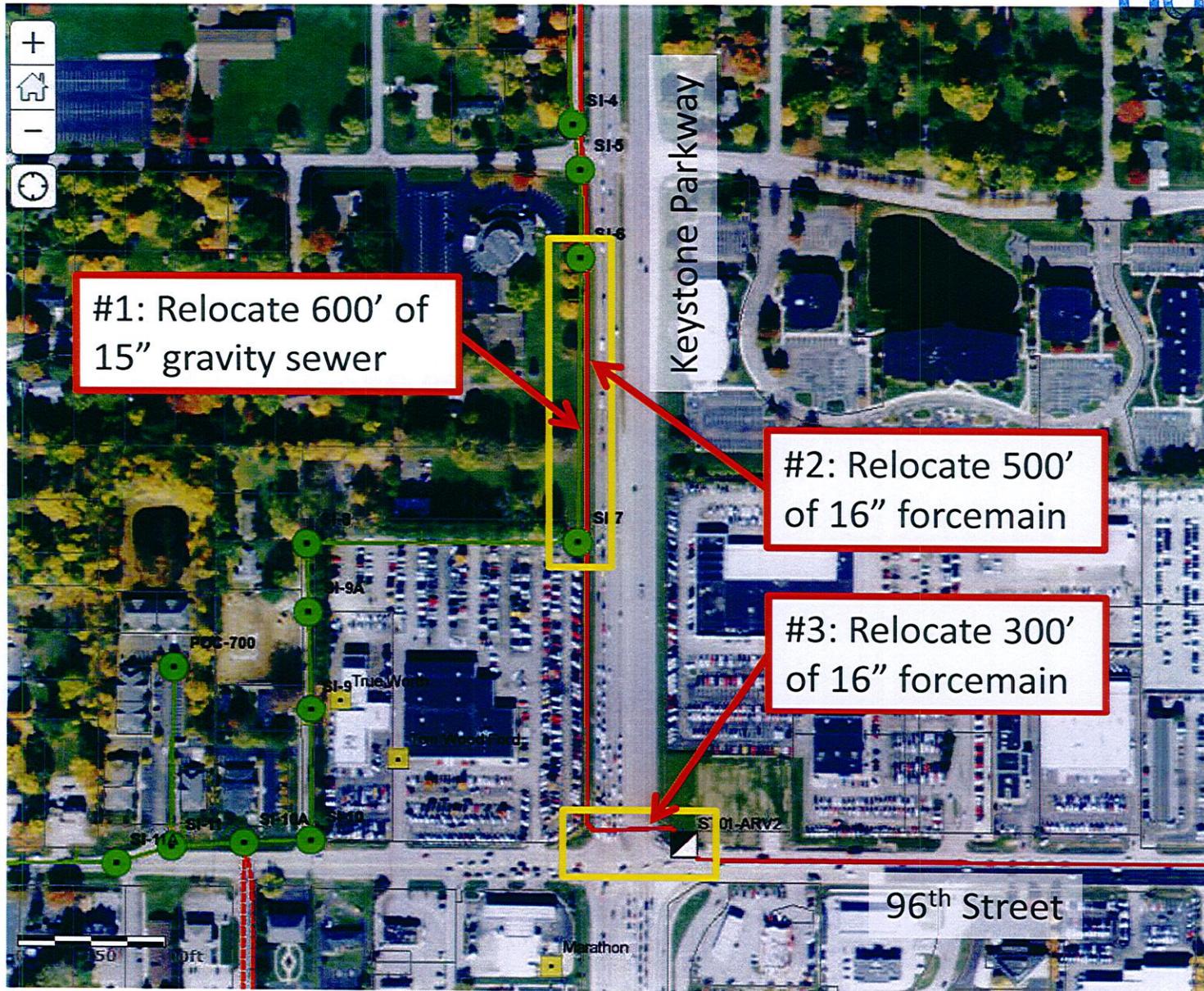
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Items 1 and 2 above must be completed by CTRWD before construction begins this spring. Item 3 will be completed by Carmel's road contractor at a later date while the intersection is closed to traffic. This will reduce construction time and cost to CTRWD.

The gravity sewer is currently located in an easement; therefore this relocation work will be reimbursed by Carmel. Carmel will acquire new easements necessary to complete the work. The relocated forcemain (Item 2) will be installed in new right of way or the new gravity sewer easement.

Staff will solicit proposals from at least three engineering firms experienced with this type of work. Design must be expedited to meet Carmel's aggressive schedule.

Recommended Action: Approve of staff engaging an engineering firm to provide professional services for this project in an amount not to exceed \$50,000. Staff will select the qualified firm offering the best price that can meet the project schedule.



#1702 – Keystone/96<sup>th</sup> Sewer Relocation Project



## MEMORANDUM

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**To: Board of Trustees**  
**From: Wes Merkle**  
**Date: November 7, 2016**  
**Subject: 2017 Capital Budget**

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**Recommended Action: Approve the 2017 Capital Budget**

Clay Township Regional Waste District  
 Register of Claims - Board Meeting 11/14/2016  
 For the period 10/11/2016 through 11/10/2016

8.b.

Name of Claimant	Fund	Payment Date	Check Number	Amount of Claim	Amount Allowed	Memorandum
Allied Automation	Operating	10/11/16	9136	\$ 1,569.83	\$ 1,569.83	Plant R & M
Carmel Utilities	Operating	10/11/16	9137	\$ 93,451.38	\$ 93,451.38	Treatment-Sept.
Carmel Utilities	Operating	10/11/16	9137	\$ 1,062.30	\$ 1,062.30	Meter Reads-Sept.
Colwell Lawn & Landscaping	Operating	10/11/16	9138	\$ 1,355.00	\$ 1,355.00	Plant R&M
Community Occupational Health Services	Operating	10/11/16	9139	\$ 47.00	\$ 47.00	New Employee Drug Screen
DLZ Indiana, LLC	Operating	10/11/16	9140	\$ 4,762.50	\$ 4,762.50	Insp Svcs-Sunrise on the Monon Phase 3A
IPL	Operating	10/11/16	9141	\$ 41.29	\$ 41.29	LS 18
IPL	Operating	10/11/16	9141	\$ 99.63	\$ 99.63	LS 3
IPL	Operating	10/11/16	9141	\$ 468.50	\$ 468.50	LS 8
IPL	Operating	10/11/16	9141	\$ 285.67	\$ 285.67	LS 9
IPL	Operating	10/11/16	9141	\$ 891.89	\$ 891.89	LS 10
IPL	Operating	10/11/16	9141	\$ 80.74	\$ 80.74	LS 12
IPL	Operating	10/11/16	9141	\$ 51.32	\$ 51.32	LS 20
IPL	Operating	10/11/16	9141	\$ 40.66	\$ 40.66	LS 22
IPL	Operating	10/11/16	9141	\$ 40.66	\$ 40.66	LS 25
IPL	Operating	10/11/16	9141	\$ 67.37	\$ 67.37	LS 24
IPL	Operating	10/11/16	9141	\$ 6,019.28	\$ 6,019.28	LS 2
Terri Kreyling	Operating	10/11/16	9142	\$ 51.96	\$ 51.96	Other Employee Expense
Allison Payment Systems LLC	Operating	10/11/16	9143	\$ 3,322.46	\$ 3,322.46	Billing Services-Sept
Allison Payment Systems LLC	Operating	10/11/16	9143	\$ 4,781.66	\$ 4,781.66	Prepaid Postage-Sept
Barbara Smith	Operating	10/11/16	9144	\$ 780.00	\$ 780.00	Cert. Review Course Oct 11 & 12
PNC Bank	Operating	10/11/16	9145	\$ 5,107.77	\$ 5,107.77	CC Expenses Sept
Vectren Energy Delivery	Operating	10/11/16	9146	\$ 19.66	\$ 19.66	LS 10
Vectren Energy Delivery	Operating	10/11/16	9146	\$ 17.00	\$ 17.00	LS 4
Vectren Energy Delivery	Operating	10/11/16	9146	\$ 47.77	\$ 47.77	LS 2
Colwell Lawn & Landscaping	Operating	10/12/16	9147	\$ 159.00	\$ 159.00	Plant Mowing-Sept
Robert Dunbar	Operating	10/12/16	9148	\$ 1,100.00	\$ 1,100.00	Sewer overpayment refund
Pearson Ford, Inc.	Operating	10/12/16	9149	\$ 149.95	\$ 149.95	Vehicle R & M-2008 Ford Escape
ACE Technologies, LLC	Operating	10/17/16	9150	\$ 1,650.00	\$ 1,650.00	Lift Station R&M
ACE Technologies, LLC	Operating	10/17/16	9150	\$ 2,950.00	\$ 2,950.00	CIP - LS 1 VFD Upgrades
Shelly Keefe	Operating	10/17/16	9151	\$ 91.78	\$ 91.78	Travel/Mileage-Seminar
Jason Lewin	Operating	10/18/16	9152	\$ 61.56	\$ 61.56	Travel/Mileage-On Call
AT&T Mobility	Operating	10/18/16	9153	\$ 812.22	\$ 812.22	LS Phone Service
Bright House Networks	Operating	10/18/16	9154	\$ 224.00	\$ 224.00	Office Internet Service
Carmel Utilities	Operating	10/18/16	9155	\$ 12.31	\$ 12.31	LS 1 Water
Carmel Utilities	Operating	10/18/16	9155	\$ 12.31	\$ 12.31	LS 2 Water
Citizens Energy Group	Operating	10/18/16	9156	\$ 59.69	\$ 59.69	Plant Water
Duke Energy	Operating	10/18/16	9157	\$ 52.84	\$ 52.84	LS 6
Duke Energy	Operating	10/18/16	9157	\$ 2,262.39	\$ 2,262.39	LS 1

Clay Township Regional Waste District  
 Register of Claims - Board Meeting 11/14/2016  
 For the period 10/11/2016 through 11/10/2016

8.b.

Name of Claimant	Fund	Payment Date	Check Number	Amount of Claim	Amount Allowed	Memorandum
Duke Energy	Operating	10/18/16	9157	\$ 372.59	\$ 372.59	LS 4
Duke Energy	Operating	10/18/16	9157	\$ 144.51	\$ 144.51	LS 5
Duke Energy	Operating	10/18/16	9157	\$ 147.07	\$ 147.07	LS 21
Duke Energy	Operating	10/18/16	9157	\$ 593.78	\$ 593.78	LS 26
AT & T - CWO Center	Interceptor	10/19/16	9158	\$ 53,304.52	\$ 53,304.52	Util relocate-Springmill Forcemain Proj 1602
Cindy Sheeks	Operating	10/20/16	9159	\$ 22.57	\$ 22.57	Travel/Mileage
Colleen Byrnes	Operating	10/20/16	9160	\$ 10.69	\$ 10.69	Travel/Mileage
Edie Miller	Operating	10/20/16	9161	\$ 19.33	\$ 19.33	Travel/Mileage
Ron Hansen	Operating	10/20/16	9162	\$ 45.40	\$ 45.40	Travel/Mileage
Anthem Blue Cross Blue Shield	Operating	10/21/16	9163	\$ 25,275.76	\$ 25,275.76	Employee Insurance - Nov
Reliance Standard	Operating	10/21/16	9164	\$ 2,679.46	\$ 2,679.46	Employee Dental - Nov
Reliance Standard Life Insurance Co	Operating	10/21/16	9165	\$ 831.78	\$ 831.78	STD/LTD Insurance - Nov
WhiteOwl	Operating	10/21/16	9166	\$ 966.00	\$ 966.00	Paper Save Upgrade
AFLAC	Operating	10/25/16	9167	\$ 451.04	\$ 451.04	Employee Deferred Liability
AT&T Mobility	Operating	10/25/16	9168	\$ 926.00	\$ 926.00	Employee Mobile Service
Vectren Energy Delivery	Operating	10/25/16	9169	\$ 64.02	\$ 64.02	Plant Gas Service
Duke Energy	Operating	10/25/16	9170	\$ 303.52	\$ 303.52	LS 19
Duke Energy	Operating	10/25/16	9170	\$ 747.73	\$ 747.73	LS 14
Duke Energy	Operating	10/25/16	9170	\$ 631.91	\$ 631.91	LS 17
Duke Energy	Operating	10/25/16	9170	\$ 176.10	\$ 176.10	LS 11
Duke Energy	Operating	10/25/16	9170	\$ 181.91	\$ 181.91	LS 16
Duke Energy	Operating	10/25/16	9170	\$ 13,020.28	\$ 13,020.28	Plant
Duke Energy	Operating	10/25/16	9170	\$ 309.33	\$ 309.33	LS 23
Deborah Seamans	Operating	10/27/16	9171	\$ 668.15	\$ 668.15	Refund for overpayment
Nathan Crowder	Operating	10/27/16	9172	\$ 1,481.73	\$ 1,481.73	Net pay
Brian Martin	Operating	10/28/16	9173	\$ 405.00	\$ 405.00	Traffic control for televising 10/24/2016
Christian Rodriguez	Operating	10/28/16	9174	\$ 405.00	\$ 405.00	Traffic control for televising
Jonathan Rice	Operating	10/28/16	9175	\$ 382.50	\$ 382.50	Traffic control for televising 10/25/2016
Willie Collins	Operating	10/28/16	9176	\$ 382.50	\$ 382.50	Traffic control for televising - 10/26/2016
Cindy Sheeks	Operating	10/28/16	9177	\$ 51.00	\$ 51.00	Paper towels & misc supplies
Jason Lewin	Operating	10/28/16	9178	\$ 20.52	\$ 20.52	on call mileage
Lucas Gossett	Operating	10/31/16	9179	\$ 405.00	\$ 405.00	Traffic control 10/28/2016
Hamilton County Recorder	Operating	11/03/16	9181	\$ 23.00	\$ 23.00	Lien release
Matt Starr	Operating	11/03/16	9182	\$ 71.69	\$ 71.69	clothing allowance - jeans
Shaun Odom	Operating	11/03/16	9183	\$ 22.68	\$ 22.68	Mileage reimbursement
Terri Kreyling	Operating	11/03/16	9184	\$ 17.06	\$ 17.06	Mileage & supplies
Hamilton County Recorder	Operating	11/04/16	9185	\$ 12.00	\$ 12.00	lien release
Matt Starr	Operating	11/04/16	9186	\$ 32.40	\$ 32.40	Mileage- 11/3/2016
Beverly Harrison	Operating	11/07/16	9187	\$ 17.40	\$ 17.40	Sewer refund

Clay Township Regional Waste District  
 Register of Claims - Board Meeting 11/14/2016  
 For the period 10/11/2016 through 11/10/2016

8.b.

Name of Claimant	Fund	Payment Date	Check Number	Amount of Claim	Amount Allowed	Memorandum
Byron or Terri Moore	Operating	11/07/16	9188	\$ 22.00	\$ 22.00	Sewer refund
Classic Homes	Operating	11/07/16	9189	\$ 22.30	\$ 22.30	Sewer refund
Dennis Gordon	Operating	11/07/16	9190	\$ 34.39	\$ 34.39	Sewer refund
Diana Leslie	Operating	11/07/16	9191	\$ 87.41	\$ 87.41	Sewer refund
ENBI Indiana	Operating	11/07/16	9192	\$ 88.31	\$ 88.31	Sewer refund
Ernesto Levy	Operating	11/07/16	9193	\$ 30.82	\$ 30.82	Sewer refund
Gollner Homes	Operating	11/07/16	9194	\$ 28.92	\$ 28.92	Sewer refund
Inglenook Development Inc	Operating	11/07/16	9195	\$ 53.77	\$ 53.77	Sewer refund
Jennifer Butts	Operating	11/07/16	9196	\$ 26.36	\$ 26.36	Sewer refund
Jennifer Kangai	Operating	11/07/16	9197	\$ 7.10	\$ 7.10	Sewer refund
Joan R McDaniel	Operating	11/07/16	9198	\$ 14.80	\$ 14.80	Sewer refund
Joshua Johnson	Operating	11/07/16	9199	\$ 50.40	\$ 50.40	Sewer refund
Kyle Erickson	Operating	11/07/16	9200	\$ 17.40	\$ 17.40	Sewer refund
Marketplace Homes	Operating	11/07/16	9201	\$ 33.44	\$ 33.44	Sewer refund
Paul Ward	Operating	11/07/16	9202	\$ 16.29	\$ 16.29	Sewer refund
Prahlad Rao Dilip Heggere	Operating	11/07/16	9203	\$ 217.95	\$ 217.95	sewer refund
Robert Moffett	Operating	11/07/16	9204	\$ 27.72	\$ 27.72	Sewer refund
Robon Fry	Operating	11/07/16	9205	\$ 20.00	\$ 20.00	Sewer refund
Rondall Schafer	Operating	11/07/16	9206	\$ 25.33	\$ 25.33	Sewer refund
Scott Goldman	Operating	11/07/16	9207	\$ 16.20	\$ 16.20	sewer refund
Tawni Harris	Operating	11/07/16	9208	\$ 22.68	\$ 22.68	Sewer refund
IPL	Operating	11/07/16	9209	\$ 39.79	\$ 39.79	LS 18
IPL	Operating	11/07/16	9209	\$ 89.88	\$ 89.88	LS 3
IPL	Operating	11/07/16	9209	\$ 421.82	\$ 421.82	LS 8
IPL	Operating	11/07/16	9209	\$ 245.20	\$ 245.20	LS 9
IPL	Operating	11/07/16	9209	\$ 715.02	\$ 715.02	LS 10
IPL	Operating	11/07/16	9209	\$ 72.65	\$ 72.65	LS 12
IPL	Operating	11/07/16	9209	\$ 62.32	\$ 62.32	LS 20
IPL	Operating	11/07/16	9209	\$ 41.64	\$ 41.64	LS 22
IPL	Operating	11/07/16	9209	\$ 40.77	\$ 40.77	LS 25
IPL	Operating	11/07/16	9209	\$ 70.03	\$ 70.03	LS 24
IPL	Operating	11/07/16	9209	\$ 5,849.27	\$ 5,849.27	LS 2
Republic Services #761	Operating	11/07/16	9210	\$ 209.79	\$ 209.79	Plant Trash Service
GRW	Interceptor	11/09/16	9211	\$ 545.00	\$ 545.00	CIP-106TH Forcemain Constr Admin
GRW	Interceptor	11/09/16	9211	\$ 4,400.00	\$ 4,400.00	CIP - Proj 1602-Springmill Interceptor final design
GRW	Interceptor	11/09/16	9211	\$ 2,400.00	\$ 2,400.00	CIP-Proj 1602-Springmill Interceptor Permitting
Aaron Strong	Operating	11/09/16	9212	\$ 30.00	\$ 30.00	October cell phone
Accurate Laser Systems, Inc.	Operating	11/09/16	9213	\$ 183.00	\$ 183.00	Locating paint
Action Equipment Sales Co., Inc.	Operating	11/09/16	9214	\$ 136.25	\$ 136.25	Equipment repairs

Clay Township Regional Waste District  
 Register of Claims - Board Meeting 11/14/2016  
 For the period 10/11/2016 through 11/10/2016

8.b.

Name of Claimant	Fund	Payment Date	Check Number	Amount of Claim	Amount Allowed	Memorandum
Action Equipment Sales Co., Inc.	Operating	11/09/16	9214	\$ 115.95	\$ 115.95	equipment repairs
Allison Payment Systems LLC	Operating	11/09/16	9215	\$ 3,327.26	\$ 3,327.26	Billing Services - Oct
Allison Payment Systems LLC	Operating	11/09/16	9215	\$ 4,785.10	\$ 4,785.10	Prepaid postage
Amanda Foley	Operating	11/09/16	9216	\$ 250.00	\$ 250.00	October board per diems
Apparatus Service	Operating	11/09/16	9217	\$ 820.16	\$ 820.16	Repair of DBI Lifeline
Bio Chem, Inc.	Operating	11/09/16	9218	\$ 3,473.93	\$ 3,473.93	Biosolid Disposal
Bridgestone Hosepower, LLC	Operating	11/09/16	9219	\$ 174.31	\$ 174.31	Hose assembly
Cardno, Inc.	Operating	11/09/16	9220	\$ 706.75	\$ 706.75	Slope stabization seed mix
Carl S. Mills	Operating	11/09/16	9221	\$ 300.00	\$ 300.00	October board meeting per diems
Carmel Utilities	Operating	11/09/16	9222	\$ 82,372.37	\$ 82,372.37	Treatment - Oct 2016
Carmel Utilities	Operating	11/09/16	9222	\$ 1,079.40	\$ 1,079.40	October meter reads
Carmel Utilities	Operating	11/09/16	9223	\$ 73.79	\$ 73.79	Storm water fees - Oct
Charles Ford	Operating	11/09/16	9224	\$ 50.00	\$ 50.00	October board per diems
CHEMSEARCHFE	Operating	11/09/16	9225	\$ 435.43	\$ 435.43	Operating supplies-plant
Clay Township Trustee	Operating	11/09/16	9226	\$ 1,755.30	\$ 1,755.30	October 2016 charges
Colwell Lawn & Landscaping	Operating	11/09/16	9227	\$ 85.00	\$ 85.00	Mowing - pond
Colwell Lawn & Landscaping	Operating	11/09/16	9227	\$ 159.00	\$ 159.00	Plant Mowing - Oct
Community Employer Health	Operating	11/09/16	9228	\$ 387.42	\$ 387.42	EAP- Oct 2016
Community Occupational Health Services	Operating	11/09/16	9229	\$ 79.00	\$ 79.00	Random drug screens
Community Occupational Health Services	Operating	11/09/16	9229	\$ 89.00	\$ 89.00	Random drug screen
Continental Utility Solutions, Inc.	Operating	11/09/16	9230	\$ 1,500.00	\$ 1,500.00	server migration
Current Publishing	Operating	11/09/16	9231	\$ 89.34	\$ 89.34	Bid-Springmill Road project
Digital River, Inc.	Operating	11/09/16	9232	\$ 899.40	\$ 899.40	Adobe Acrobat renewal
DLZ Indiana, LLC	Operating	11/09/16	9233	\$ 4,462.50	\$ 4,462.50	Inspections - VOWC 15002B
DLZ Indiana, LLC	Operating	11/09/16	9233	\$ 975.00	\$ 975.00	Inspect services - Sunrise on the Monon 3B
Element Materials Technology Daleville, LLC	Operating	11/09/16	9234	\$ 532.00	\$ 532.00	Sewer sampling
Eric Hand	Operating	11/09/16	9235	\$ 100.00	\$ 100.00	Oct board meeting per diems
Eric Luis Delacruz	Operating	11/09/16	9236	\$ 30.00	\$ 30.00	Cell phone - Oct 2016
Fastenal Company	Operating	11/09/16	9237	\$ 155.29	\$ 155.29	Batteries
Fastenal Company	Operating	11/09/16	9237	\$ 183.77	\$ 183.77	Plant R & M
Ferguson Enterprises, Inc. #1480	Operating	11/09/16	9238	\$ 53.50	\$ 53.50	Vinyl tube
Ferguson Enterprises, Inc. #1480	Operating	11/09/16	9238	\$ 39.11	\$ 39.11	Lift station R & M
Ferguson Waterworks #2930	Operating	11/09/16	9239	\$ 81.02	\$ 81.02	Delivery fee-Equipment R & M
Fisher Scientific	Operating	11/09/16	9240	\$ 3,258.76	\$ 3,258.76	Gas monitors
Fluid Waste Services, Inc.	Operating	11/09/16	9241	\$ 2,116.25	\$ 2,116.25	Clean digester truck
Fluid Waste Services, Inc.	Operating	11/09/16	9241	\$ 587.50	\$ 587.50	Televising
GCI Slingers, LLC	Operating	11/09/16	9242	\$ 57.78	\$ 57.78	sand
Graves Plumbing Company, Inc.	Operating	11/09/16	9243	\$ 135,352.58	\$ 135,352.58	Headworks odor control - Pay app #1 Proj 1505
Gribbins Insulation	Operating	11/09/16	9244	\$ 3,500.00	\$ 3,500.00	Custom insulation covers -LS 1

Clay Township Regional Waste District  
 Register of Claims - Board Meeting 11/14/2016  
 For the period 10/11/2016 through 11/10/2016

8.b.

Name of Claimant	Fund	Payment Date	Check Number	Amount of Claim	Amount Allowed	Memorandum
Gripp, Inc.	Operating	11/09/16	9245	\$ 263.70	\$ 263.70	high capacity power converter
GRW	Operating	11/09/16	9246	\$ 5,600.00	\$ 5,600.00	Queens Manor - Proj 1604 - Bidding
GRW	Operating	11/09/16	9246	\$ 3,750.00	\$ 3,750.00	Queens Manor - Proj 1604 - Design
GRW	Operating	11/09/16	9246	\$ 4,200.00	\$ 4,200.00	Queens Manor - proj 1604 -Design revisions
GRW	Operating	11/09/16	9246	\$ 700.00	\$ 700.00	Queens Manor - Proj 1604- easements
GRW	Operating	11/09/16	9246	\$ 5,080.00	\$ 5,080.00	Engineering fees - WWTP
GRW	Operating	11/09/16	9246	\$ 4,315.00	\$ 4,315.00	LS 10 Capacity evaluation
Hach Company	Operating	11/09/16	9247	\$ 244.31	\$ 244.31	Sewer sampling
Hach Company	Operating	11/09/16	9247	\$ 360.89	\$ 360.89	Sewer sampling
Hach Company	Operating	11/09/16	9247	\$ 1,367.51	\$ 1,367.51	Sewer sampling
Indy Express, Inc.	Operating	11/09/16	9248	\$ 173.40	\$ 173.40	Mail delivery
IT Solutions, Inc	Operating	11/09/16	9249	\$ 750.00	\$ 750.00	Computer expenses
IT Solutions, Inc	Operating	11/09/16	9249	\$ 5,800.00	\$ 5,800.00	Computer expenses
IUPPS	Operating	11/09/16	9250	\$ 1,743.25	\$ 1,743.25	Monthly tickets
IWEA	Operating	11/09/16	9251	\$ 720.00	\$ 720.00	Professional education
Jane B. Merrill	Operating	11/09/16	9252	\$ 250.00	\$ 250.00	Oct Board Meeting per diems
Jeffrey Martin	Operating	11/09/16	9253	\$ 30.00	\$ 30.00	Cell phone
Joseph R. Clark	Operating	11/09/16	9254	\$ 250.00	\$ 250.00	October board per diems
Kermin Huntley	Operating	11/09/16	9255	\$ 30.00	\$ 30.00	Cell phone October
Marilyn Anderson	Operating	11/09/16	9256	\$ 350.00	\$ 350.00	October board per diems
Marketpro, Inc.	Operating	11/09/16	9257	\$ 390.57	\$ 390.57	Uniforms
McAfee, Inc.	Operating	11/09/16	9258	\$ 119.20	\$ 119.20	Computer expense
Merrell Brothers, Inc.	Operating	11/09/16	9259	\$ 1,040.00	\$ 1,040.00	LS Grease disposal
Merrell Brothers, Inc.	Operating	11/09/16	9259	\$ 7,195.58	\$ 7,195.58	Biosolid disposal
Michael A. McDonald	Operating	11/09/16	9260	\$ 300.00	\$ 300.00	October board per diems
Napa Auto Parts	Operating	11/09/16	9261	\$ 4.99	\$ 4.99	Linch Pin
Napa Auto Parts	Operating	11/09/16	9261	\$ 2.49	\$ 2.49	Equipment repairs
Nathan Crowder	Operating	11/09/16	9262	\$ 22.50	\$ 22.50	October cell phone
NCL of Wisconsin, Inc.	Operating	11/09/16	9263	\$ 380.35	\$ 380.35	Sewer sampling
NickPrint, Inc.	Operating	11/09/16	9264	\$ 95.00	\$ 95.00	Business cards
NickPrint, Inc.	Operating	11/09/16	9264	\$ 49.00	\$ 49.00	Business cards
NickPrint, Inc.	Operating	11/09/16	9264	\$ 1,793.13	\$ 1,793.13	Customer Outreach & education
Office Depot	Operating	11/09/16	9265	\$ 189.94	\$ 189.94	Office supplies
Office Depot	Operating	11/09/16	9265	\$ 29.79	\$ 29.79	office supplies
Peachin, Schwartz, & Weingardt, PC	Operating	11/09/16	9266	\$ 8,500.00	\$ 8,500.00	Limited scope review
Pitney Bowes Global	Operating	11/09/16	9267	\$ 200.00	\$ 200.00	Postage meter rental
Pollard Water	Operating	11/09/16	9268	\$ 518.41	\$ 518.41	Float switch
Praxair Distribution, Inc.	Operating	11/09/16	9269	\$ 27.05	\$ 27.05	Gases
Professional Garage Door Systems, Inc	Operating	11/09/16	9270	\$ 165.00	\$ 165.00	Equipment repairs

Clay Township Regional Waste District  
 Register of Claims - Board Meeting 11/14/2016  
 For the period 10/11/2016 through 11/10/2016

8.b.

Name of Claimant	Fund	Payment Date	Check Number	Amount of Claim	Amount Allowed	Memorandum
Quench USA, Inc.	Operating	11/09/16	9271	\$ 99.00	\$ 99.00	water cooler
Ray Clemens	Operating	11/09/16	9272	\$ 400.00	\$ 400.00	Cleaning service - October
Reserve Account	Operating	11/09/16	9273	\$ 750.00	\$ 750.00	Postage
Robinson & Associates, Inc.	Operating	11/09/16	9274	\$ 107.70	\$ 107.70	Bearing
Ryan Hartman	Operating	11/09/16	9275	\$ 2,021.00	\$ 2,021.00	Dep flex reim-4/16-10/16
Safety Resources, Inc.	Operating	11/09/16	9276	\$ 1,156.25	\$ 1,156.25	Safety Management Services
SAMCO	Operating	11/09/16	9277	\$ 1,218.75	\$ 1,218.75	Const Obser-Albany Place
Shred-it USA	Operating	11/09/16	9278	\$ 374.10	\$ 374.10	Shredding services
Shrewsberry & Associates, LLC	Operating	11/09/16	9279	\$ 9,712.50	\$ 9,712.50	Const Obers-Ansley Park
Signius Communications	Operating	11/09/16	9280	\$ 83.16	\$ 83.16	answering service
Star Media	Operating	11/09/16	9281	\$ 245.16	\$ 245.16	Legal-Springmill Project
Steve Pittman	Operating	11/09/16	9282	\$ 200.00	\$ 200.00	October Board per diems
Straeffler Pump & Supply, Inc.	Operating	11/09/16	9283	\$ 311.17	\$ 311.17	o ring kit
Strand Associates, Inc.	Operating	11/09/16	9284	\$ 7,847.12	\$ 7,847.12	CIP-Odor control-Proj 1505
Taylor Oil Company, Inc.	Operating	11/09/16	9285	\$ 726.36	\$ 726.36	Fuel purchases
Taylor Systems, Inc.	Operating	11/09/16	9286	\$ 104.15	\$ 104.15	Plant phone system
Techlocity, Inc.	Operating	11/09/16	9287	\$ 363.20	\$ 363.20	computer expenses
Techlocity, Inc.	Operating	11/09/16	9287	\$ 14.40	\$ 14.40	Computer expenses
Techlocity, Inc.	Operating	11/09/16	9287	\$ 1,885.00	\$ 1,885.00	Computer expenses
Techlocity, Inc.	Operating	11/09/16	9287	\$ 398.00	\$ 398.00	Computer expenses
Techlocity, Inc.	Operating	11/09/16	9287	\$ 1,872.90	\$ 1,872.90	Computer expenses
Tyco Integrated Security LLC	Operating	11/09/16	9288	\$ 339.77	\$ 339.77	Plant quarterly security
UniFirst Corporation	Operating	11/09/16	9289	\$ 44.05	\$ 44.05	plant floor mats
UniFirst Corporation	Operating	11/09/16	9289	\$ 44.05	\$ 44.05	Plant floor mats
UniFirst Corporation	Operating	11/09/16	9289	\$ 49.55	\$ 49.55	plant floor mats
UniFirst Corporation	Operating	11/09/16	9289	\$ 49.55	\$ 49.55	Plant floor mats
Utility Supply Company	Operating	11/09/16	9290	\$ 43.82	\$ 43.82	Plant R & M
Utility Supply Company	Operating	11/09/16	9290	\$ 47.00	\$ 47.00	Line Maintenance
Vasey Commercial Heating & AC, Inc.	Operating	11/09/16	9291	\$ 786.00	\$ 786.00	Plant R & M
Webb Chemical Service Corp.	Operating	11/09/16	9292	\$ 2,070.08	\$ 2,070.08	Odor control chemicals - LS 17
Webb Chemical Service Corp.	Operating	11/09/16	9292	\$ 2,070.08	\$ 2,070.08	Odor control chemicals - LS2
Wex Bank	Operating	11/09/16	9293	\$ 239.33	\$ 239.33	gasoline purchases
Empower Retirement (Hoosier START)	Operating	10/11/16	20161002	\$ 5,780.12	\$ 5,780.12	401A contributions - PPE 10/7/2016
Empower Retirement (Hoosier START)	Operating	10/11/16	20161002	\$ 2,019.20	\$ 2,019.20	457B contributions - PPE 10/7/2016
Empower Retirement (Hoosier START)	Operating	10/11/16	20161002	\$ 1,045.00	\$ 1,045.00	Roth contributions - PPE 10/7/2016
ADP	Operating	10/12/16	20161003	\$ 57,300.68	\$ 57,300.68	Pay period ending 10/7/2016
ADP	Operating	10/21/16	20161004	\$ 223.54	\$ 223.54	Payroll processing fees-October
ADP	Operating	10/26/16	20161005	\$ 55,397.80	\$ 55,397.80	PPE 10/21/2016
Empower Retirement (Hoosier START)	Operating	10/26/16	20161006	\$ 1,798.77	\$ 1,798.77	457B EE contributions PPE 102116

Clay Township Regional Waste District  
 Register of Claims - Board Meeting 11/14/2016  
 For the period 10/11/2016 through 11/10/2016

8.b.

Name of Claimant	Fund	Payment Date	Check Number	Amount of Claim	Amount Allowed	Memorandum
Empower Retirement (Hoosier START)	Operating	10/26/16	20161006	\$ 1,045.00	\$ 1,045.00	Roth IRA Contributions PPE 102116
Empower Retirement (Hoosier START)	Operating	10/26/16	20161006	\$ 5,575.44	\$ 5,575.44	401A Contributions PPE 102116
ADP	Operating	11/04/16	20161007	\$ 127.33	\$ 127.33	Payroll fees
Empower Retirement (Hoosier START)	Operating	11/08/16	20161101	\$ 5,628.98	\$ 5,628.98	401A Contributions PPE 11/4/2016
Empower Retirement (Hoosier START)	Operating	11/08/16	20161101	\$ 1,824.31	\$ 1,824.31	457 Contributions PPE 11/4/2016
Empower Retirement (Hoosier START)	Operating	11/08/16	20161101	\$ 1,005.00	\$ 1,005.00	Roth Contributions - PPE 11/4/2016
ADP	Operating	11/08/16	20181102	\$ 55,621.07	\$ 55,621.07	PPE 11/04/2016
				\$ 797,659.77		

**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 **\$ 797,659.77** no investments.
