



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 26th. Mr. Hansen's retirement luncheon will be held on Friday October 28th 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 106th 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, 96th/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 96th & 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 106th 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



Michael McDonald, Secretary



Marilyn Anderson, President