



Clay Township Regional Waste District

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Board of Trustees Meeting Agenda

Monday, December 12, 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 November 14, 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. Additional Signatory for Payables
 - ii. First Reading - Fee Ordinance 12-12-2016
 - b. Personnel & Benefits Committee
 - c. Capital & Construction Committee
 - i. #1701 WWTP Post-Treatment Improvements
- 7. Old Business**
- 8. New Business**
 - a. 2016 Accomplishments
 - b. Claims Docket
- 9. Adjourn**



BOARD OF TRUSTEES MEETING
Monday, November 14, 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, Eric Hand, Amanda Foley, Chuck Ford and Steve Pittman. Also in attendance: Utility Director Drew Williams and Legal Counsel Anne Poindexter.

The audience sheet is attached.

APPROVAL OF MEMORANDUM

A motion was made by Mr. McDonald to approve the October 10, 2016 Board Meeting Memorandum and was seconded by Mr. Mills. 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 reported that Terri Kreyling retired a few days early and the party was held November 11. Also with Mr. Hansen's retirement, Ms. Sheeks has stepped into these roles and is doing a great job. She is making a few changes and we will explain these when they come up.

BUDGET & FINANCE COMMITTEE

Ms. Merrill reported that The 2017 Operating 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.

A motion was made by Ms. Merrill to approve the 2017 Operating Budget and was seconded by Mr. Hand. The motion was approved unanimously.

PERSONNEL & BENEFITS COMMITTEE

Mr. Clark reported the proposed 2017 Holiday Schedule includes thirteen holidays as in the past. A motion was made by Mr. Clark to approve the 2017 Holiday Schedule and was seconded by Ms. Merrill. The motion was approved unanimously.

Mr. Williams reported that staff performed a comparison of the Health Insurance options for coverage starting December 1, 2016 as provided by the Insurance Broker. The Anthem Grandmothered Renewal would provide the best coverage at the most reasonable cost.

A motion was made by Mr. Clark to approve the renewal with Anthem for the health insurance; switch Dental, Life and ST/LT to Mutual of Omaha and increase Life Coverage to \$50,000 per employee and was seconded by Mr. McDonald. The motion was approved unanimously.

A motion was made by Mr. Clark to 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, and was seconded by Ms. Merrill. The motion was approved unanimously.

A motion was made by Mr. Clark to approve Salary Ordinance 11-14-2016 and was seconded by Ms. Merrill. The motion was approved unanimously.

CAPITAL & CONSTRUCTION COMMITTEE

A motion was made by Ms. Foley to accept the dedication of Brookhaven Sec. 8, Camden Walk Sec. 2B and Albany Place Sec. 1 sanitary sewers and was seconded by Ms. Merrill. The motion was approved unanimously.

Ms. Foley reported that five bids were received for the Queen's Manor & Estancia Neighborhood Sewer Project # 1604, with Miller Pipeline being the lowest responsive and responsible bidder. The 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.

A motion was made by Ms. Foley to Award the Queens Manor and Estancia Sanitary Sewer Extension Project to Miller Pipeline LLC in the amount of \$189,125 and was seconded by Ms. Merrill. The motion was approved unanimously.

Ms. Foley reported six bids were received for the construction of the Springmill Parallel Interceptor Project # 1602, of which Gradex, Inc. was the lowest responsive and responsible bidder. The budget for this project was \$1,100,000.

A motion was made by Ms. Foley to award the Springmill Parallel Interceptor construction contract to Gradex, Inc. in the amount of \$929,990 and was seconded by Ms. Merrill. The motion was approved unanimously.

Ms. Foley reported Staff has worked with Carmel's Engineering Department and consultants to determine the scope of sewer relocation required so Carmel can construct an interchange at Keystone Parkway and 96th 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 force main in the same area as the gravity sewer relocation.
3. Relocate approximately 200 feet of the Lift Station 1 force main 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 force main (Item 2) will be installed in new right-of-way or the new gravity sewer easement.

Design must be expedited to meet Carmel's aggressive schedule.

A motion was made by Ms. Foley to 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, and that can meet the project schedule. The motion was seconded by Ms. Merrill and was approved unanimously.

A motion was made by Ms. Foley to approve the 2017 Capital Budget and was seconded by Ms. Merrill. The motion was approved unanimously.

OLD BUSINESS

There were no items to report.

NEW BUSINESS

Cindy Sheeks presented the Docket for approval, noting the additional docket items totaling \$432,517.67.

Moving forward the District would like to begin the design work with Blackline for the WWTP construction/renovations. Mr. Mills requested a "Plan A" and a "Plan B" presented to the Board sometime in the near future. Mr. Mills asked what the build out timeframe could be for this project. Mr. Williams replied that bidding and construction could be done this spring and construction completed by the end of 2017.

A motion was made by Mr. Mills to authorize the District to proceed with a contract with Blackline in an amount not to exceed \$50,000 and was seconded by Mr. Clark. The motion was approved unanimously.

OLD BUSINESS

There were no items to report.

NEW BUSINESS

Cindy Sheeks presented the Docket for approval, noting the additional docket items totaling \$432,517.67.

A motion was made by Ms. Merrill to approve the docket in the amount of \$797,659.77, as well as the additional docket items in the amount of \$432,517.67 and was seconded by Mr. Mills. The motion was approved unanimously.

ADJOURN

At 7:47 p.m. a motion was made by Mr. McDonald to adjourn the meeting and was seconded by Ms. Merrill. The motion was approved unanimously.

The next Board of Trustees Meeting is scheduled for Monday, December 12, 2016 at 7:00 p.m.

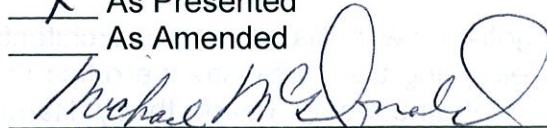
Respectfully submitted,



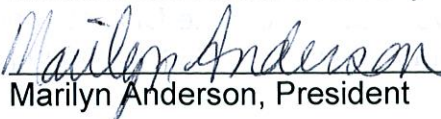
Andrew Williams
Utility Director

Approved:

☒ As Presented
☐ As Amended



Michael McDonald, Secretary



Marilyn Anderson, President

THE CTRWD CONNECTION

Volume 9, Issue 12 December 2016

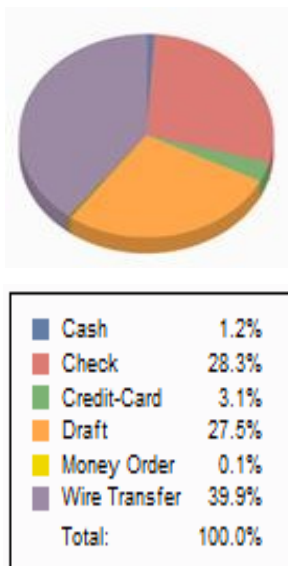
MONTHLY NEWSLETTER

CUSTOMER SERVICE—SHELLY KEEFE

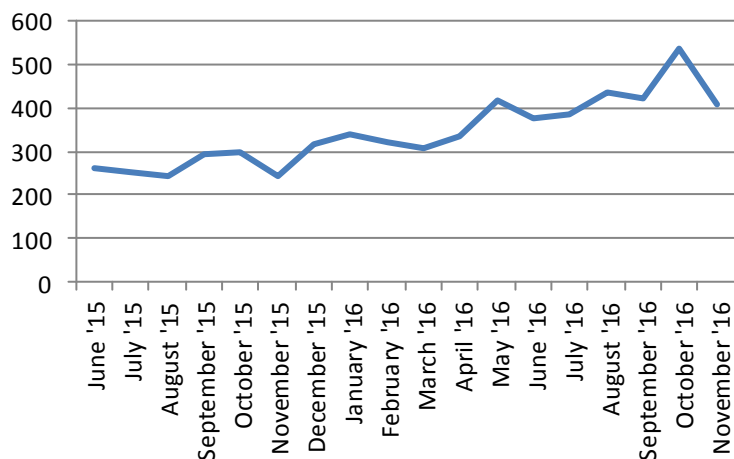
93 liens were filed in November totaling \$134,134.76. Payment was received for two contract accounts with 19 remaining. The current lien balance is now \$33,673.21. In November, 34 permits were issued and 51 new locations were added to billing. The total number of customers receiving their statement by email is now 2,110.

The Annual Christmas Luncheon will be held Friday, December 16. Ham and turkey will be provided by the District and the sides and desserts will be a pitch-in.

PAYMENT BREAKDOWN GRAPH



CREDIT CARD PAYMENTS BY MONTH



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CALENDAR OF EVENTS

December 14	Staff Meeting	10:00 a.m.
December 16	Staff Christmas Lunch	11:30 a.m.
December 27	P & B Meeting	7:30 a.m.
December 23—26	Office Closed	Christmas
December 30	Office Closed	New Years Eve
January 2	Office Closed	New Years Day
January 3	C & C Meeting	4:30 p.m.
January 9	Board Meeting	7:00 p.m.

PLANT REPORT - SCOT WATKINS

An uninterrupted power supply was installed in the Power Control Panel in the Biosolids building to prevent the controller from losing power and resetting certain plant operation set points. This would happen whenever the generator ran or there was a brief power outage.

The non-potable water pump 2 was pulled and replaced due to a failed motor. These pumps have been notorious for failing so we had an electrician check the wires from the breaker in the Motor Control Center all the way to the pump; no issue could be found. The variable frequency drive (VFD) was then checked by the pump installer and checked out. The pressure transducer was then inspected and it was determined that the unit was undersized and it replaced with a 300 psi unit. We are optimistic that this will resolve the pump/VFD issues.

The ultra violet (UV) modules have been inspected and removed for the winter. IDEM only requires UV disinfection from April 1st through October 31st as they deem this the only time of year bodies of water are in use for recreation.

SAFETY REPORT - NOVEMBER

The District had no reportable injuries this month; with 2,482 days without a lost time accident.

The following safety tailgate sessions were held:

11/04/16 Facing up to stress

11/11/16 Weld well to end well

11/15/16 Trenching: Don't dig into trouble

Vehicle and building inspections were completed this month, including first aid kits and fire extinguishers. Brickyard Fire Protection completed the annual fire extinguisher inspections. One more fire extinguisher was added to the fork lift for safety when unloading trucks. All District vehicles and buildings are outfitted with appropriately sized fire extinguishers to minimize any damage by small fires.

The District had 12 employees receive their CPR/AED First Aid certification in November.

COLLECTIONS REPORT - AARON STRONG

Collections staff has been diligently working on annual check valve maintenance and repair. This project involved entering valve vaults at all 24 lift stations to inspect and clean a total of 54 check valves. Staff took the opportunity to exercise gate and plug valves as part of the inspection program. Focus has shifted to the replacement of faulty check valves that were identified during these inspections. New check valves have been ordered and installation will continue well into 2017.

Collection crews are nearing completion of the mowing and maintenance of District easements. A few areas remain along the Little Eagle Creek Interceptor where the ground was too soft for entry with the tractor. These remaining locations will be revisited once the ground is frozen and risk of rutting lawns during entry is mitigated. District Staff performed annual lift station wet well cleanings by vacuuming all debris and solids off of the bottom of the wet wells. Solids build up on the floor of the wet well, just outside of the hydraulic influence of the pump. These solids, if left unchecked, will reduce the overall performance of the pump and lead to premature failure. RMS Utility Services was awarded a contract to line 11 manholes in the Village of West Clay. These manhole barrel sections have been eroded by high levels of Hydrogen Sulfide (H₂S) gas. The manholes will be lined with a new product called GeoKrete that will be spin cast into the structures. GeoKrete is a geopolymer that is resistant to acid attack in wastewater streams with a pH as low as 1.0. RMS will mobilize in December and is expected to be completed by year's end.

ENGINEERING/ CONSTRUCTION REPORT- WES MERKLE

Over the past month engineering staff completed 696 locates, 71 I&I inspections, and 41 lateral inspections. Staff and consultants are observing mainline sewer installation at 6 development projects. 15 development projects are in plan review.

Staff is in the process of updating District standard drawings. Current drawings were passed around for comment and revisions. Additional details will be added as well.

Flow meter maintenance was performed. Flow meters continue to monitor performance in Basins 1 and 8. Data from several heavier rain events showed consistently poor I&I performance in Basin 8 across the southern half of Crooked Stick Golf Club property and surrounding neighborhoods, as well as north of 116th Street. Staff is considering a manhole lining project for low-lying structures.

Staff continues to make progress installing above-ground markers at manholes in unimproved areas like open fields and wooded lots. The purpose of these markers is to make the manholes more noticeable to equipment operators working in the area, reducing the risk of damage.

Jeff collected more GPS data at the WWTP. He has been updating the plant facilities map to show numerous changes made with expansion and improvement projects over the past few years. A long-term goal is to locate all buried utilities and process piping at the plant using GPS equipment.

The WWTP Odor Control Upgrades project crews continue to work on buried piping for drainage and water. The new biofilter cells will be lined shortly. A slab foundation for the humidification/biotrickling filter tower will be poured in the coming weeks. Completion is due early spring.

The Lift Station 17 odor control equipment installation will soon be complete. Equipment was located within the existing privacy fence so space is limited. Installation includes a new water service at the site.

Crews working on the 106th 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.



New Biofilter cells for the WWTP Odor Control Upgrades Project

Work for the Springmill Parallel Interceptor and the Estancia / Queen's Manor neighborhood sewer extension projects will likely begin in January. The Springmill Parallel Interceptor project will provide needed capacity in Basin 2 north of 106th Street and extend service to unsewered and undeveloped properties. The Estancia / Queen's Manor neighborhood sewer extension project will make service available to homes in both subdivisions where staff has received many requests for service.

FINANCIALS - CINDY SHEEKS

Reminder – The new provider for dental insurance is Mutual of Omaha. Employees will be receiving new ID cards soon. The new health insurance rates are now in effect. Rates increased 3.5%, and were deducted from the paychecks dated December 7, 2016.

In October, residential sales were 2.8% higher than expected and commercial sales were 41.5% higher than expected. Commercial sales continue to remain above projections. Operating Expenses are 6% below budget. Wages were \$6,600 over budget due to retired staff paying out PTO. New income exceeded projections by \$100,000 for the month.

For the year, overall sales have exceeded projections by \$395,934, or 8%. Wages are over budget by \$40,953. Administration spending is 21% under budget for a total of \$453,320. This includes the budget categories of legal, engineering, and other professional fees. Treatment expenses are close to expected spending for a total of \$1,383,410 for the year. Collection system expenses are under budget by 7% for a YTD total of \$383,650. Total Operating expenses for the year are \$3,829,892 which is 7% under budget. New income net of depreciation and amortization is \$1,629,395 which is \$656,309 above projections.

Capital spending for October was \$658,919 or 4.7% of the 2016 Capital Budget which bring it to 28.5% for the year. The 2016 Capital Budget totals \$13,915,148.

Cash balances decreased by \$229,221 in October. Cash balances have decreased \$398,221 YTD. Total cash on hand 10/31/16 was \$12,304,014.

EMPLOYEE SPOTLIGHT - CINDY FERRULLI

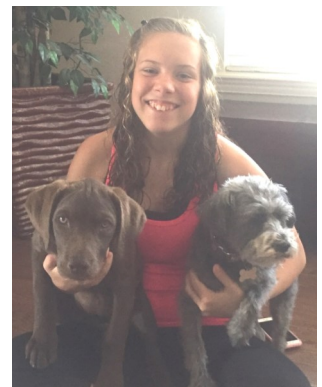
The District is pleased to welcome Cindy to the Customer Service Department. Cindy joined the team in September, after working in the healthcare industry for over 25 years and is a certified X-Ray Technologist.


Cindy was born in Indianapolis and raised in Carmel. Her Dad was a patriotic member of the Marine Corp. and raised Cindy and her brother by himself. Her Dad is also responsible for what the Flowing Well of Carmel is today.

She met her husband, Dan, here in Indianapolis even though he was born and raised on Long Island, New York. Dan and Cindy have a daughter named Mia who is 14 years old. Mia attends Carmel High School and is involved in competitive cheerleading. The Ferrulli's have a Schnauzer named Libby Lou and a 7 month old Chesapeake Bay Retriever named Tally.

Some of Cindy's favorite things to do in her spare time are walking the dogs (even in the cold weather!), Colts Football games and shopping.

A favorite trip was one they took to tour Italy for 2 weeks.





YOU'RE INVITED!

CTRWD CHRISTMAS LUNCHEON

Friday December 16

11:30 am

Ham & Turkey
Provided by the District

Pitch in for the "sides" and desserts

Games/Prizes

Gift Exchange (\$15 Limit)
(optional)

RSVP: shellykeefe@ctrwd.org

Let me know what you will pitch in when you RSVP.

Clay Township Regional Waste District 2016

Selected Statistics 2016 Summary	January	February	March	April	May	June	July	Aug	Sept	Oct	Nov	2016 Monthly Average	2016 YTD	2015 Monthly Avg Through November	2015 Total Through November
Maintenance Information															
Lateral Inspections	15	31	37	29	46	56	44	46	34	45	41	39	424	30	331
Certified I&I Inspections	46	53	41	52	54	63	71	74	60	50	71	58	635	58	633
Failed I&I Inspections	0	0	0	0	0	0	0	0	1	0	0	0	1	1	6
Sewer Locates	213	361	539	728	603	539	584	467	398	580	696	519	5,708	768	8,452
Manholes Added	50	14	0	24	11	0	4	1	10	13	0	12	127	25	277
Total # of Manholes	5,642	5,656	5,656	5,680	5,691	5,691	5,695	5,696	5,706	5,719	5,719	n/a	5,719	n/a	5,591
Manholes Inspected	2	61	64	47	0	0	0	72	92	52	22	37	412	159	1,754
Feet of Sewer Added	11,383	5,556	0	4,936	10,499	0	505	45	2,630	15,281	0	4,621	50,835	2,777	30,546
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	1,574,566	n/a	1,556,610	n/a	1,523,137
Feet of Sewer Televised	30,157	37,076	15,763	23,138	25,241	38,147	32,627	24,673	29,874	54,000	19,742	30,040	330,438	10,512	115,630
Feet of Sewer Cleaned	0	0	15,688	13,863	8,711	29,105	5,075	6,378	1,354	0	0	7,289	80,174	1,561	17,170
Overflows	0	0	1	0	1	0	0	1	0	1	0	0	4	0	2
Carmel Utilities (Station 1) Info															
Rainfall / Precipitation (inches)	0.96	1.32	4.32	3.26	3.22	9.18	3.89	9.51	6.40	2.24	2.77	4.28	47.07	3.14	34.54
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	51,896,000	58,681,727	645,499,000	51,132,000	562,450,000
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	1,733,000	1,954,559	n/a	1,687,000	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	1,463,000	1,451,364	1,060,000	1,227,000	990,000
Michigan Road Plant Info															
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	74,019,000	75,488,000	830,364,000	78,178,000	859,955,000
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	3,287,000	3,492,000	5,177,000	3,808,000	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	2,467,300	2,480,000	n/a	2,575,000	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	2,081,000	2,032,000	1,465,000	1,940,000	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	125,915,000	134,169,000	1,475,863,000	129,310,000	1,422,405,000
Biosolids Handling															
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	700,370	1,556,000	17,111,000	1,589,000	17,481,810
Dewatered (gallons)	432,000	252,000	340,000	544,000	690,000	756,000	922,000	477,000	394,000	264,000	144,000	474,000	5,215,000	684,000	7,523,800
Digested Sludge Withdrawn (gals)	646,400	649,800	655,100	612,000	570,600	801,900	775,300	897,800	830,400	676,400	478,200	690,000	7,594,000	752,000	8,272,400
Customer Information													14,632		
New Sewer Service Accounts	25	25	20	22	10	41	28	62	47	34	51	33	365	22	246
Permits Issued	21	39	42	51	33	60	24	58	28	39	34	39	429	27	296



BUDGET & FINANCE COMMITTEE

Friday December 2, 2016 @ 7:30 A.M.

Memorandum

Present: Committee Chair Jane Merrill, Committee Members Carl Mills and Eric Hand, Legal Counsel Scott Wyatt, Utility Director Drew Williams, Controller Cindy Sheeks, District Engineer Wes Merkle.

Ms. Merrill called the meeting to order at 7:35 a.m.

Cash Forecast – Ms. Sheeks handed out the Cash Forecast as of 11/4/2016. Further revisions will be made prior to the next Budget & Finance meeting, to reflect recent adjustments to the 2017 Capital Budget.

Financial Statements and Investments- In the month of October, total Sales of \$596,645 were \$78,065 or 15% over budget. Residential was 2.8% higher and commercial was 41.5% higher than budgeted. Other revenue was 46% above budget. Ms. Sheeks reviewed the major variances as noted in the analysis.

October YTD Total Revenue of \$5,749,911 was \$420,411 or 7.89% over projections due to higher Commercial and Residential sales. Other Income was \$24,477 over projections due to higher cash balances and more interest income. Major variances were noted.

Cash generated for October shows a net decrease in all funds of \$229,221. This increased spending was primarily due to capital spending. Capital spending was \$787,381 and was 8% of the capital budget. It is 32% of the budget YTD. The Total Cash Balance as of 10/31/2016 is \$12,304,014. YTD cash has decreased by \$398,221.

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

99th Street Sewer Service – Mr. Merkle reported that a developer requested the District provide sewer service to a couple of parcels off of 99th street, near Keystone, that would include 50 lots. The District would extend sewer to the corner of the property, costing the District approximately \$650,000. This project was part of another project to eliminate Lift Station #6, scheduled for 2022 in the Capital Budget. If the project is moved up, staff will determine how this fits with the forecast. Mr. Mills

asked how quickly this needs to happen. Mr. Merkle stated there would need to be more requirements met by the Developer, with permitting and fees with the City of Carmel; however it would most likely commence during the second half of 2017. The Committee will wait to see evidence of a solid commitment on the part of the developer before making a final decision.

Addition of Authorized Signatory for Payables – Mr. Williams stated that due to Terri Kreyling's retirement, the District no longer has 2 signatories. The Committee will recommend that the Board approve the Controller, Cindy Sheeks be to be added as a second signatory for payables.


Other Business

EDU and Interceptor Fees – The Committee will recommend the Board approve the EDU and Interceptor Fees be increased by 5%

The meeting was adjourned at 8:15 a.m.

The next meeting will be Tuesday December 27, 2016 at 7:30 a.m.

Respectfully submitted,


Cindy Sheeks
Controller

Cash Forecast

HANDOUT

Revised 11/4/2016

	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	4,979,000	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)
TOTAL - 2017 Budget	12,704,000	9,978,000	2,745,000	3,037,000	2,964,000	1,763,000	1,996,000
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

To: B&F Committee
From: Andrew Williams
Date: December 1, 2016
Subject: EDU and Interceptor Fees

At the December 2015 B&F Committee, Mr. Hansen presented the need to increase the EDU and Interceptor fees that had not increased since 2004. Due to projections for capital improvement costs to handle growth, the EDU fee should increase from \$1,650 to \$2,289 and the Interceptor fee of \$3,700 should be increased to \$4,028.

The fees were increased 5% effective in February 2016. Another 5% increase is needed to continue the transition to the higher fees.



MEMORANDUM

To: Board of Trustees

From: Drew Williams

Date: December 5, 2016

Subject: Addition of Authorized Signatory

Due to Terri Kreyling's retirement, the District no longer has 2 signatories. The Committee voted to recommend that the Board approve the Controller, Cindy Sheeks be to be added as a second signatory for payables.

Recommended Action: Approve Cindy Sheeks as a second signatory for accounts payable.



MEMORANDUM

To: Board of Trustees

From: Cindy Sheeks

Date: December 5, 2016

Subject: Fee Ordinance 12-12-2016

The Committee voted to recommend that the Board increase the EDU and Interceptor Fees by 5% and approve Fee Ordinance 12-12-2016 for a first reading.

Recommended Action: Approve Fee Ordinance 12-12-2016 for a first reading. The fee ordinance will be published and placed on the January 2017 board agenda for a public hearing and second reading.

ORDINANCE 12-12-2016
District Wide Fees

An ordinance establishing district wide connection fee, interceptor fee, application and reinspection charges to be collected from owners of properties to be served by the sewage works of the District and matters connected therewith, replacing Ordinance 01-11-2016.

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

Section 1. The District Wide Connection Fee, Interceptor Fee, Application and Re-inspection Charges established in Ordinance 01-11-2016 and all prior ordinances are hereby amended and set forth as follows:

A. District Wide Connection Charge.

1. Prior to receiving a permit to connect to the sewer works for the District, the owner, lessee or developer of any real estate within the District shall pay to the District a connection fee of One Thousand Eight Hundred Eighty-One Dollars (\$1,818.00) per EDU (based upon 310 GPD). The estimated average daily flow in thousands of gallons per day for the real estate to be served by the District shall be determined based upon the proposed use of the real estate to be served, and shall then be calculated using the number and type of units or premises to be located on the real estate and the applicable equivalent user contribution multiplies as set forth by the Indiana Administrative Code 327 IAC 3-6-11.
2. The owner, lessee or developer of the real estate may submit data to the District which purports to provide a more accurate estimation of the average daily flow (for example from water bills or other actual data setting forth flow from similar facilities). Upon receipt and review of the data provided, the District, may in its absolute discretion, but is not required to agree to an EDU amount that is other than the amount determined pursuant to A.1. above.
3. Residential lots previously containing a dwelling that was connected to the District's sanitary sewers and having paid a monthly sewer service billing are exempt from the connection charge in the event the dwelling is demolished and new residential dwelling built on the same real estate.

B. District Wide Interceptor Fee.

In addition to the connection charge set forth above based upon EDU's there is also due prior to the receipt of a permit, an interceptor charge of Four Thousand Seventy Five Dollars (\$4,075.00) per acre. However, residential lots previously containing a dwelling that was connected to the District's sanitary sewers and having paid a monthly sewer service billing are exempt from the interceptor fee in the event the dwelling is demolished and new residential dwelling built on the same real estate. Lots and parcels that are part of a District neighborhood sewer extension project in which local sewer charges are assessed by ordinance are also exempt.

- C. Application Fee. A One Hundred Fifty Dollar (\$150.00) per EDU (up to a maximum of Three Thousand Dollars (\$3,000.00 per permit) application fee is due and payable at the time of issuance of the connection permit.
- D. Re-inspection Fee. In the event any real estate to be connected to the District's system has failed an inspection, or in the event the real estate requires more than two (2) inspections, the owner shall pay One Hundred Dollars (\$100.00) for each re-inspection or additional inspection.
- E. Prior Connection, Interceptor, and Application Fees. The connection, interceptor, application fees and reinspection fees established under the Ordinance shall preempt and supersede and wholly replace the connection, interceptor, application and reinspection fees previously established under Ordinance 01-11-2016, and any other prior Ordinances of the District as the same may be amended from time to time by the District. Nothing in the Ordinance shall be construed as limiting the applicability of the District's various use ordinances or other definitions or terms contained in other Ordinances, exception only the specific dollar interceptor, connection, application and reinspection fees set forth therein.

Section 2. Severability

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

Section 3. Effective Date

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

Executed this _____ day of _____ 2017.

CLAY TOWNSHIP REGIONAL WASTE DISTRICT by its Trustees:

By: _____
Marilyn Anderson

By: _____
Eric Hand

By: _____
Joseph Clark

By: _____
Carl Mills

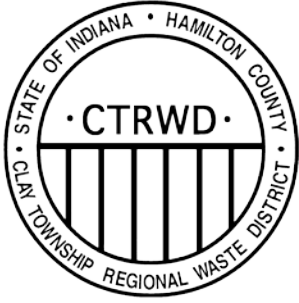
By: _____
Jane Merrill

By: _____
Amanda Foley

By: _____
Michael McDonald

By: _____
Steve Pittman

By: _____
Chuck Ford



Clay Township Regional Waste District

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

PERSONNEL & BENEFITS COMMITTEE MEETING

Monday, November 28, 2016 @ 7:30 A.M.
10701 N. College Ave, Suite A, Indianapolis, IN 46280

MEETING CANCELLED

Next Meeting: *Tuesday* December 27, 2016 @ 7:30 A.M.



CAPITAL & CONSTRUCTION COMMITTEE

Monday December 5, 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.

Ms. Foley called the meeting to order at 4:35 p.m.

Public Comments – There were no public comments.

#1701 WWTP Post-Treatment Improvements Project – Mr. Merkle reported that staff solicited a proposal for engineering design from Strand Associates, Inc. Strand had previously started this work under the 2012 WWTP Expansion project. Services include design, modification of permitting, an anti-degradation study, bidding and construction. Strand proposes to work on an hourly basis because the scope of work could be substantially reduced, so their billing would reflect that.

This project includes adding an effluent splitter structure that will divert wet weather flows to Cemetery Creek when the outfall sewer is at capacity. Cemetery Creek runs just north of the plant and drains to Eagle Creek near to the existing plant outfall. Staff has had preliminary discussions with Zionsville regarding this project. This project also includes adding buildout capacity to the post-aeration structure, replacing the effluent flume, and upsizing piping in the area.

The Committee will recommend the Board approve the professional services contract with Strand Associates, Inc. in an amount not to exceed \$81,550.

99th Street Sewer Service – Mr. Merkle reported that this project was discussed at the Budget & Finance Committee meeting last Friday. A developer requested the District provide sewer service to a couple of parcels off of 99th Street between Keystone and Westfield that would include approximately 50 homes. The Committee agreed that the project is warranted; however, the developer must show some level of commitment before the District installs sewers.

Committee Member Steve Pittman joined the meeting at 4:50 P.M.

2017 Meeting Schedule – The 2017 meeting schedule for the Board and all committees was discussed, in particular, the C & C Committee meeting dates. Committee members reviewed the schedule and no changes will be made at this time. Mr. Williams noted that 2017 Committee assignments have not been made yet.

EDU and Interceptor Fees – Mr. Williams reported that EDU and Interceptor fees were last increased 5% each in early 2016. The fee increases are necessary to pay for capital projects that increase plant and collection system capacity and sewer availability. Last Friday the B & F Committee decided to recommend the Board increase these fees again in 2017. C&C Committee members agreed.

UPDATES

#1504 - Lift Station 17 Odor Control – Mr. Merkle reported equipment installation will soon be complete with startup scheduled in two weeks.

#1505 - WWTP Odor Control Upgrade – Crews continue to work on buried piping for drainage and water. The new biofilter cells will be lined shortly. A slab foundation for the humidification/biotrickling filter tower will be poured in the coming weeks. Completion is expected early spring.

#1601 - 106th Street Parallel Force main – Staff is waiting for construction crews to begin work. The general contractor has already adjusted their schedule but noted that they have plenty of time and resources to complete the project by next fall. Work will start at the plant and proceed eastward along 106th Street. The first crew will be doing directional drilling installation and a second will follow doing open cut installation.

#1602 - Springmill Parallel Interceptor – This project is expected to begin in January. Staff has secured the only easement needed for sewer installation and AT&T will have their relocation work complete this month. Carmel is in the process of acquiring right of way for the path and road project. Two parcels are required for sewer construction.

#1604 - Queens Manor & Estancia neighborhood sewer project – This project should also begin in January. Mr. Hartman noted that Carmel reached an agreement to secure right of way needed for both their path project and our sewer project along Ditch Road.

#1605 – Office Consolidation - Mr. Merkle reported that staff is working with Blackline to begin the first phase of architectural design. Blackline will work with staff to complete floor plans and renderings, provide cost data, and include options for constructing a garage/shop at the same time. They plan to complete the first phase of design by the end January. Blackline may have information available for the January Board meeting, but it will likely be February before a decision can be made on proceeding with the project. Should the Board decide to proceed with the building project, Blackline would need 6-8 weeks to complete the final phase of design before construction could begin.

The Committee discussed timing of the potential project and office move. Mr. Williams noted that Hamilton County needs a decision from the District by March.

The County plans to make a number of improvements to the facility before moving in.

Mr. Merkle noted that staff is considering how to procure the project. The District traditionally uses the design-bid-build approach for construction projects, however in this case it may be more advantageous to go with construction manager at-risk. Blackline advised that many local reputable general contractors in building construction avoid public bidding on projects of this size. Blackline recommends construction manager at-risk and prefers the District get a firm on board as quickly as possible to assist with design and pricing options. This would be done if the Board decides to proceed with the project following the first phase of design.

#1702 – Keystone/96th Sewer & Force Main Relocation - Mr. Merkle reported that staff received proposals to provide engineering services from four qualified firms. MS Consultants offered the lowest price at \$14,700, and the firm was subsequently selected to provide engineering services. The first phase includes relocating a gravity sewer and forcemain along Keystone in front of Tom Wood Ford and Lighthouse Tabernacle. Carmel must secure new right of way and easements on both properties before construction can begin.

The meeting was adjourned at 6:18 p.m.

Date and time for next meeting: Tuesday January 3, 2017 at 4:30 p.m.

Respectfully submitted,

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

Wes Merkle
Engineering Manager



MEMORANDUM

To: B&F Committee
From: Andrew Williams
Date: December 1, 2016
Subject: EDU and Interceptor Fees

At the December 2015 B&F Committee, Mr. Hansen presented the need to increase the EDU and Interceptor fees that had not increased since 2004. Due to projections for capital improvement costs to handle growth, the EDU fee should increase from \$1,650 to \$2,289 and the Interceptor fee of \$3,700 should be increased to \$4,028.

The fees were increased 5% effective in February 2016. Another 5% increase is needed to continue the transition to the higher fees.



MEMORANDUM

To: Board of Trustees

From: Wes Merkle

Date: December 7, 2016

Subject: #1701 WWTP Post-Treatment Improvements

Staff solicited a proposal for engineering design of the subject project from Strand Associates, Inc. Strand had previously started this work under the 2012 WWTP Expansion project. Services include design, permitting, an anti-degradation study, bidding and construction. Strand proposes to work on an hourly basis because the scope of work could be substantially reduced, so their billing would reflect that.

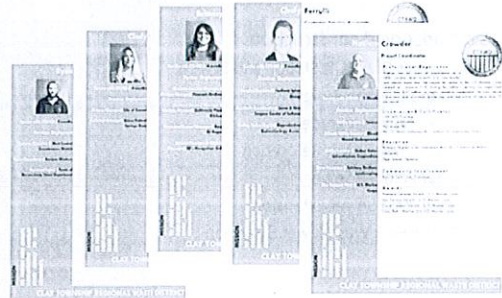
This project includes adding an effluent splitter structure that will divert wet weather flows to Cemetery Creek when the outfall sewer is at capacity. Cemetery Creek runs just north of the plant and drains to Eagle Creek near to the existing plant outfall. Staff has had preliminary discussions with Zionsville regarding this project. This project also includes adding buildout capacity to the post-aeration structure, replacing the effluent flume, and upsizing piping in the area.

Recommended Action: Approve the professional services contract with Strand Associates, Inc. in an amount not to exceed \$81,550.



2016 Accomplishments

CTRWD Employees



CTRWD

Purpose

To provide effective and efficient sanitary service to our customer base in an environmentally sensitive manner.

Collected over **1.5 Billion Gallons** of wastewater

Treated over half at the MRWWTP

Recognitions

- IWEA Excellence in Safety Award
 - 2491 days without a lost time accident
- IWEA Laboratory Excellence Award
- Jason L. [Name] nt
- Shaun [Name] Pretreatment
- Loren [Name] year
- IWEA C
 - 3rd o



CTRWD

Purpose

To provide effective and efficient sanitary service to our customer base in an environmentally sensitive manner.

Vision

To be a model regional utility.

Mission

To provide high quality, cost-effective sanitary sewer service to our community.

New Construction

- Reviewed plans for 48 private development projects and 30 roadway, path and drainage projects.
- Completed
 - 5,653 utility locates
 - 455 lateral inspections
 - 680 I&I inspections.
- Oversaw construction of 51,429 feet of sewer and 128 manholes included with 19 private development and capital projects

New Construction

- Staff observed construction
 - Jackson's Grant Lift Station and Sewers
 - Manhole Rehab Project
 - Lift Station 2 Upgrade
 - Ream Creek Sewer Relocation
 - Cedar Point LP Sewer
 - Drury Plaza Sewer Extension
 - Central Park West Sewer Extension

Asset Management

Significant I&I Reduction in Basin 1

- There were no overflows in Basin 1 since April 2014
- Multiple rain events exceeding 2 inches of rain in 24 hours
- One rain event exceeding 4 inches in less than 36 hours

Asset Management

- Continued installing above-grade markers identifying underground infrastructure to reduce the risk of damage



Asset Management

Collection System Maintenance

- Televised over 330,000 feet
 - Four Cross Bores were found and repaired
- Cleaned 80,000 feet
- Cleaned all 130 Air Release Valves
- Cleaned all Check Valves at Lift Station
 - Replacing several with a new style to improve operations and pump efficiency
- Cleared Easements for access to all manholes
- Weekly inspection and float cleaning of all 24 Stations

Asset Management

- Continued installing above-grade markers identifying underground infrastructure to reduce the risk of damage.
- Continued GPS locating of District assets including force mains, manholes, low-pressure mains, laterals and WWTP infrastructure.
- Completed a pilot program televising and locating laterals in the Home Place area.
- Continued monitoring flow meters in Basin 1 to check system performance. Began flow metering in Basin 8 to identify I&I sources.

Asset Management

WWTP Operations

- Orbal Oxidation Ditch Aeration Rotor Replacements
 - Replacing gear reducers, bushings, bearing pillows, seals and shafts
- Drying beds improved by replacing the old block walls with concrete wall
- New spill containment area installed by the Chemical Building
- Influent Splitter Structure Improvement; a new flow control actuator for the Orbal was installed
- Digester 4/5 Improvement; dissolved oxygen control was added to better control the air flow.

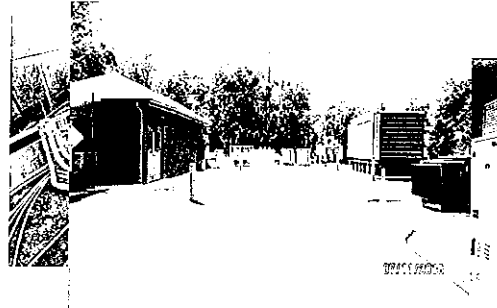
Customer Service

Maintained our focus on superior Customer Service throughout the staffing transitions.

User Rate Increase of 5% - Still the lowest rate in the area

5% Increase on the EDU and Interceptor Fees

Capital Projects



Outreach

Festivals

- Carmel Fest
- Zionsville Fall Festival
- St. Vincent's Safety Day
- Alliance of Rural Water Fall Conference
- Zionsville Creek Fest (sponsor)
- Carmel MS Presentation

Capital Projects

Northeast Regional Lift Station

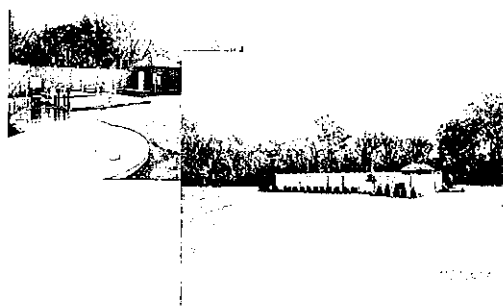
- New lift station that will serve the northeast quadrant
- Eventually eliminating four smaller stations
- Partnered with the Developer

Capital Projects

Lift Station 2 Upgrades Project

- The two large pumps were upsized to pump nearly double the amount of wet weather flow to the Michigan Road WWTP.
- Replaced the obsolete electrical building with a new building, modern and safe electrical gear and intelligible controls.
- A generator was added for backup power.

Capital Projects



Capital Projects

WWTP and LS 17 Odor Control Units

- The unit at the WWTP is under construction and should be complete by Spring 2017
- The LS 17 Odor Control Unit will be held this week



Capital Projects

106th Street Parallel Force Main

Springmill Interceptor between 111th Street and 106th Street

Manhole Rehabilitation Project

- 450 manholes, the majority in Basin 1

Core Values

Integrity
Responsibility
Community Focus
Environmental Stewardship

I believe the Staff and Board of CTRWD hold true to these Values.

Clay Township Regional Waste District
Register of Claims - Board Meeting 12/12/2016
For the period 11/10/2016 through 12/07/2016

8.b.

Name of Claimant	Fund	Payment Date	Check Number	Amount of Claim	Amount Allowed	Memorandum
Lowe's Business Account	Operating	11/10/16	9294	\$124.36	\$124.36	LS R & M
PNC Bank	Operating	11/10/16	9295	\$8,678.79	\$8,678.79	CC Expenses - Oct
Altman, Poindexter & Wyatt, LLC	Operating	11/14/16	9296	\$3,630.00	\$3,630.00	Legal fees-October 2016
Bright House Networks	Operating	11/14/16	9297	\$224.00	\$224.00	Office Internet Service
Cindy Sheeks	Operating	11/14/16	9298	\$33.08	\$33.08	Terri's retirement expenses
Joe Hood	Operating	11/14/16	9299	\$27.00	\$27.00	on call mileage
Layne Heavy Civil	Interceptor	11/14/16	9300	\$412,871.45	\$412,871.45	CIP-106th St Forcemain - Proj 1601
Hamilton County Recorder	Operating	11/14/16	9302	\$952.00	\$952.00	83 x's 11, 3 x's 13
KorTerra, Inc.	Operating	11/14/16	9303	\$5,868.99	\$5,868.99	October tickets
Mutual of Omaha	Operating	11/15/16	9304	\$3,144.26	\$3,144.26	Binder for insurance coverage
Cindy Ferrulli	Operating	11/16/16	9305	\$55.22	\$55.22	Reimbursement - Terri's retirement party
TSP 116th Street, LLC	Operating	11/16/16	9306	\$1,088.20	\$1,088.20	Refund for srvs 2012-2016 due to irrigation meter
AT&T Mobility	Operating	11/16/16	9307	\$812.22	\$812.22	LS Phone Service
Carmel Utilities	Operating	11/16/16	9308	\$12.31	\$12.31	LS 1 Water
Carmel Utilities	Operating	11/16/16	9308	\$12.31	\$12.31	LS 2 Water
Citizens Energy Group	Operating	11/16/16	9309	\$57.33	\$57.33	Plant Water
Colleen Byrnes	Operating	11/16/16	9310	\$15.50	\$15.50	Travel/Mileage
Duke Energy	Operating	11/16/16	9311	\$1,664.17	\$1,664.17	LS 1
Duke Energy	Operating	11/16/16	9311	\$51.88	\$51.88	LS 6
Duke Energy	Operating	11/16/16	9311	\$115.78	\$115.78	LS 5
Duke Energy	Operating	11/16/16	9311	\$508.75	\$508.75	LS 10
Duke Energy	Operating	11/16/16	9311	\$336.10	\$336.10	LS 4
Duke Energy	Operating	11/16/16	9311	\$112.46	\$112.46	LS 21
Edie Miller	Operating	11/16/16	9312	\$8.75	\$8.75	Travel/Mileage
Joshua Gerovac	Operating	11/16/16	9313	\$129.00	\$129.00	Refund on sewer account
Vectren Energy Delivery	Operating	11/16/16	9314	\$64.80	\$64.80	LS 2
Vectren Energy Delivery	Operating	11/16/16	9314	\$17.82	\$17.82	LS 4
Vectren Energy Delivery	Operating	11/16/16	9314	\$17.00	\$17.00	LS 10
Brittney Kennedy	Operating	11/21/16	9316	\$13.91	\$13.91	Reim expenses
Jason Lewin	Operating	11/21/16	9317	\$248.01	\$248.01	Wellness and missed on call straight time per diem
AFLAC	Operating	11/29/16	9318	\$451.04	\$451.04	Employee Deferred Liability
Jason Lewin	Operating	11/29/16	9319	\$20.52	\$20.52	On call mileage
Boone County Recorder	Operating	11/29/16	9320	\$96.00	\$96.00	8 x 11 Liens, 8 x 1 Copy
Nathan Crowder	Operating	11/29/16	9321	\$1,167.12	\$1,167.12	HSA Contributions-11/9 and 11/23
Nathan Crowder	Operating	11/29/16	9322	\$614.98	\$614.98	Tires for 2013 Ford Transit #85
Anthem Blue Cross Blue Shield	Operating	11/29/16	9323	\$27,434.73	\$27,434.73	Employee Insurance - Dec
Vectren Energy Delivery	Operating	11/29/16	9324	\$707.44	\$707.44	Plant Gas Service
Duke Energy	Operating	11/30/16	9325	\$273.99	\$273.99	LS 19
Duke Energy	Operating	11/30/16	9325	\$755.06	\$755.06	LS 14

Clay Township Regional Waste District
Register of Claims - Board Meeting 12/12/2016
For the period 11/10/2016 through 12/07/2016

8.b.

Name of Claimant	Fund	Payment Date	Check Number	Amount of Claim	Amount Allowed	Memorandum
Duke Energy	Operating	11/30/16	9325	\$177.98	\$177.98	LS 16
Duke Energy	Operating	11/30/16	9325	\$561.53	\$561.53	LS 17
Duke Energy	Operating	11/30/16	9325	\$177.67	\$177.67	LS 11
Duke Energy	Operating	11/30/16	9325	\$303.44	\$303.44	LS 23
Duke Energy	Operating	11/30/16	9325	\$12,804.33	\$12,804.33	Plant
AT&T Mobility	Operating	11/30/16	9326	\$947.58	\$947.58	Employee Mobile Service
AT & T	Operating	11/30/16	9327	\$584.44	\$584.44	Plant Internet Service - Oct
Benjamin Jennings	Operating	11/30/16	9328	\$60.80	\$60.80	Sewer refund
Stephen Maher	Operating	11/30/16	9329	\$30.40	\$30.40	Sewer refund
LP1 Indy LLC	Operating	11/30/16	9330	\$215.88	\$215.88	Sewer refund
Luis Felipe Galvan Sarabia	Operating	11/30/16	9331	\$35.09	\$35.09	Sewer refund
Courtney Roth	Operating	11/30/16	9332	\$39.16	\$39.16	Sewer refund
Kristin Dufek	Operating	11/30/16	9333	\$17.31	\$17.31	Sewer Refund
Michael or Amanda Stevens	Operating	11/30/16	9334	\$29.54	\$29.54	Sewer refund
Heather Jay	Operating	11/30/16	9335	\$19.34	\$19.34	Sewer refund
Michael Feinstein C/O Terrence Flannery	Operating	11/30/16	9336	\$17.40	\$17.40	Sewer refund
Brandon D Fischer	Operating	11/30/16	9337	\$31.08	\$31.08	Sewer refund
Bob or Connie Wiley	Operating	11/30/16	9338	\$22.60	\$22.60	Sewer refund
Megan Key Wacker	Operating	11/30/16	9339	\$28.73	\$28.73	Sewer refund
Brad Boelke	Operating	11/30/16	9340	\$40.00	\$40.00	Sewer refund
Raymond Harden	Operating	11/30/16	9341	\$33.44	\$33.44	Sewer refund
Aaron Strong	Operating	12/5/16	9342	\$209.01	\$209.01	Uniforms
Samir M & Mona S Guirguis	Operating	12/5/16	9343	\$92.37	\$92.37	Sewer refund for 1270 Orchard Park Dr N
Elena L & Jeffery L Lynch	Operating	12/5/16	9344	\$687.14	\$687.14	Refund for overpayment 3909 Verdure Ln
Jim Thurston	Operating	12/5/16	9345	\$81.30	\$81.30	Sewer refund for 14223 Esprit Dr
GRW	Interceptor	12/7/16	9346	\$840.00	\$840.00	CIP-Proj 1601 Parallel force main
GRW	Interceptor	12/7/16	9346	\$800.00	\$800.00	CIP-Proj 1602-Springmill Interceptor
GRW	Interceptor	12/7/16	9346	\$4,500.00	\$4,500.00	CIP-Springmill Interceptor-Bidding
FACO	Reserve for Replacem	12/7/16	9347	\$1,785.78	\$1,785.78	check valves
Peerless-Midwest, Inc.	Reserve for Replacem	12/7/16	9348	\$8,392.00	\$8,392.00	Pump repairs
Utility Supply Company	Reserve for Replacem	12/7/16	9349	\$34.48	\$34.48	CIP-lift stations-valve check replacement parts
Aaron Strong	Operating	12/7/16	9350	\$30.00	\$30.00	Nov cell phone
Alpha-Liberty Company Inc.	Operating	12/7/16	9351	\$707.00	\$707.00	calibrate meter
Amanda Foley	Operating	12/7/16	9352	\$200.00	\$200.00	Board member per diems
Bio Chem, Inc.	Operating	12/7/16	9353	\$3,402.00	\$3,402.00	LS R & M
Bio Chem, Inc.	Operating	12/7/16	9353	\$5,607.00	\$5,607.00	Operating supplies
BL Anderson Company, Inc.	Operating	12/7/16	9354	\$1,820.00	\$1,820.00	VFD Drive
Blackbaud	Operating	12/7/16	9355	\$4,547.78	\$4,547.78	Financial Edge Software
Brenntag Mid-South, Inc.	Operating	12/7/16	9356	\$4,150.50	\$4,150.50	Operating supplies

Clay Township Regional Waste District
Register of Claims - Board Meeting 12/12/2016
For the period 11/10/2016 through 12/07/2016

8.b.

Name of Claimant	Fund	Payment Date	Check Number	Amount of Claim	Amount Allowed	Memorandum
Carl S. Mills	Operating	12/7/16	9357	\$100.00	\$100.00	Board member per diems
Carmel Utilities	Operating	12/7/16	9358	\$36.87	\$36.87	Utilities
Carmel Welding	Operating	12/7/16	9359	\$384.77	\$384.77	Equipment repairs
Carmel Welding	Operating	12/7/16	9359	\$479.92	\$479.92	Equipment repairs
Charles Ford	Operating	12/7/16	9360	\$50.00	\$50.00	Board member fees
Citizens Energy Group	Operating	12/7/16	9361	\$164.50	\$164.50	Billing fees
Clay Township Trustee	Operating	12/7/16	9423	\$2,621.56	\$2,621.56	Monthly maint fees
Colwell Lawn & Landscaping	Operating	12/7/16	9363	\$85.00	\$85.00	landscape maintenance
Colwell Lawn & Landscaping	Operating	12/7/16	9363	\$85.00	\$85.00	Plant R & M
Community Employer Health	Operating	12/7/16	9364	\$387.40	\$387.40	EAP Services
Connect Electric Inc	Operating	12/7/16	9365	\$255.00	\$255.00	Electrical repairs
Continental Utility Solutions, Inc.	Operating	12/7/16	9366	\$15,400.00	\$15,400.00	Annual Maintenance & Technical Support
Culy Contracting, Inc.	Operating	12/7/16	9367	\$6,066.00	\$6,066.00	CIP - Ream Creek proj 1509-Final Closeout
Culy Contracting, Inc.	Operating	12/7/16	9367	\$7,162.50	\$7,162.50	CIP-Proj 1509 - Ream Creek retainage
DLZ Indiana, LLC	Operating	12/7/16	9368	\$600.00	\$600.00	Construction inspection-VOWC 15002B
Eco Infrastructure Solutions, Inc.	Operating	12/7/16	9369	\$180.00	\$180.00	Line maintenance
Eco Infrastructure Solutions, Inc.	Operating	12/7/16	9369	\$775.77	\$775.77	Locating equipment
Eric Hand	Operating	12/7/16	9370	\$100.00	\$100.00	Boad member per diems
Eric Luis Delacruz	Operating	12/7/16	9371	\$30.00	\$30.00	cell phone Nov 2016
Fast Signs #240301	Operating	12/7/16	9372	\$141.08	\$141.08	lift station signs
Fastenal Company	Operating	12/7/16	9373	\$205.85	\$205.85	Plant R & M
Fastenal Company	Operating	12/7/16	9373	\$267.01	\$267.01	Plant R & M
Ferguson Enterprises, Inc. #1480	Operating	12/7/16	9374	\$180.90	\$180.90	LS R & M
Ferguson Enterprises, Inc. #1480	Operating	12/7/16	9374	\$13.78	\$13.78	LS R & M
Ferguson Enterprises, Inc. #1480	Operating	12/7/16	9374	\$23.24	\$23.24	LS R & M
Ferguson Waterworks #2930	Operating	12/7/16	9375	\$1,470.00	\$1,470.00	Equipment repairs & Maintenance
Fluid Waste Services, Inc.	Operating	12/7/16	9376	\$19,205.00	\$19,205.00	Televising
Grainger	Operating	12/7/16	9377	\$105.53	\$105.53	Pump repair kit
Graves Plumbing Company, Inc.	Operating	12/7/16	9378	\$124,790.38	\$124,790.38	CIP-Odor Control upgrades-Proj 1505
Gripp, Inc.	Operating	12/7/16	9379	\$875.00	\$875.00	Lift station R & M
GRW	Operating	12/7/16	9380	\$3,660.00	\$3,660.00	WWTP assessment
GRW	Operating	12/7/16	9380	\$8,905.00	\$8,905.00	Lift station 10 capacity evaluation
Hamilton County Recorder	Operating	12/7/16	9381	\$11.00	\$11.00	Liens
Indy CPR Training	Operating	12/7/16	9382	\$840.00	\$840.00	CPR training
IPL	Operating	12/7/16	9383	\$777.58	\$777.58	LS 10
IPL	Operating	12/7/16	9383	\$76.92	\$76.92	LS 12
IPL	Operating	12/7/16	9383	\$6,221.61	\$6,221.61	LS 2
IPL	Operating	12/7/16	9383	\$62.29	\$62.29	LS 20
IPL	Operating	12/7/16	9383	\$41.62	\$41.62	LS 22

Clay Township Regional Waste District
Register of Claims - Board Meeting 12/12/2016
For the period 11/10/2016 through 12/07/2016

8.b.

Name of Claimant	Fund	Payment Date	Check Number	Amount of Claim	Amount Allowed	Memorandum
IPL	Operating	12/7/16	9383	\$74.10	\$74.10	LS 24
IPL	Operating	12/7/16	9383	\$51.52	\$51.52	LS 25
IPL	Operating	12/7/16	9383	\$93.71	\$93.71	LS 3
IPL	Operating	12/7/16	9383	\$513.07	\$513.07	LS 8
IPL	Operating	12/7/16	9383	\$330.35	\$330.35	LS 9
IPL	Operating	12/7/16	9383	\$40.97	\$40.97	LS 18
IUPPS	Operating	12/7/16	9384	\$2,193.55	\$2,193.55	Locates
Jane B. Merrill	Operating	12/7/16	9385	\$100.00	\$100.00	Board member fees 11/16
Jeffrey Martin	Operating	12/7/16	9386	\$30.00	\$30.00	cell phone- Nov 2016
Joseph R. Clark	Operating	12/7/16	9387	\$100.00	\$100.00	Board member per diems
Kermin Huntley	Operating	12/7/16	9388	\$30.00	\$30.00	cell phone Nov 2016
Kirby Risk Corporation	Operating	12/7/16	9389	\$157.16	\$157.16	Plant R & M
Lowe's Business Account	Operating	12/7/16	9390	\$596.60	\$596.60	Lift Station R & M
Lowe's Business Account	Operating	12/7/16	9390	\$39.63	\$39.63	Lift Station R & M
MasAllister Machinery Co. Inc	Operating	12/7/16	9391	\$932.00	\$932.00	Lift Station R & M
Marilyn Anderson	Operating	12/7/16	9392	\$300.00	\$300.00	board member per diems 11/16
Marketpro, Inc.	Operating	12/7/16	9393	\$1,949.96	\$1,949.96	Uniforms
Merrell Brothers, Inc.	Operating	12/7/16	9394	\$6,652.64	\$6,652.64	Biosolid disposal
Michael A. McDonald	Operating	12/7/16	9395	\$100.00	\$100.00	Board member per diem 11/16
Nalco Crossbow Water	Operating	12/7/16	9396	\$164.75	\$164.75	Filter/Carbon Guard
Nalco Crossbow Water	Operating	12/7/16	9396	\$124.42	\$124.42	Filter
Nalco Crossbow Water	Operating	12/7/16	9396	\$133.90	\$133.90	Supplies
Napa Auto Parts	Operating	12/7/16	9397	\$17.49	\$17.49	Plant R & M
Napa Auto Parts	Operating	12/7/16	9397	\$28.45	\$28.45	Plant R & M
Napa Auto Parts	Operating	12/7/16	9397	\$5.49	\$5.49	Equipment Repair
Nathan Crowder	Operating	12/7/16	9398	\$30.00	\$30.00	cell phone-Nov 2016
North Central Laboratories	Operating	12/7/16	9399	\$186.11	\$186.11	Lab supplies
Office Depot	Operating	12/7/16	9400	\$123.34	\$123.34	20 inch monitor
PNC Bank	Operating	12/7/16	9401	\$1,910.67	\$1,910.67	Credit card charges
Praxair Distribution, Inc.	Operating	12/7/16	9402	\$27.62	\$27.62	Cylinder rental
Professional Garage Door Systems, Inc	Operating	12/7/16	9403	\$792.50	\$792.50	Plant repairs
PSD Software, LLC	Operating	12/7/16	9404	\$35,985.00	\$35,985.00	CIP-Asset mgt software
Ray Clemens	Operating	12/7/16	9405	\$400.00	\$400.00	November plant cleaning
Republic Services #761	Operating	12/7/16	9406	\$209.79	\$209.79	Trash service - plant
Reserve Account	Operating	12/7/16	9407	\$750.00	\$750.00	Postage 11/16
Ryan Hartman	Operating	12/7/16	9408	\$600.00	\$600.00	Dep flex reimbursement
Shrewsberry & Associates, LLC	Operating	12/7/16	9409	\$487.50	\$487.50	Oxford Wood-Contrst Observation
Shrewsberry & Associates, LLC	Operating	12/7/16	9409	\$1,050.00	\$1,050.00	Ansley Park - Contrstruction observation
Shrewsberry & Associates, LLC	Operating	12/7/16	9409	\$337.50	\$337.50	Oxford Woods-constr observation

Clay Township Regional Waste District
Register of Claims - Board Meeting 12/12/2016
For the period 11/10/2016 through 12/07/2016

8.b.

Name of Claimant	Fund	Payment Date	Check Number	Amount of Claim	Amount Allowed	Memorandum
Shrewsberry & Associates, LLC	Operating	12/7/16	9409	\$1,762.50	\$1,762.50	Ansley Park-constr observation
Steve Pittman	Operating	12/7/16	9410	\$100.00	\$100.00	Board member fees
Strand Associates, Inc.	Operating	12/7/16	9411	\$8,787.11	\$8,787.11	CIP-WWTP Odor Control - Proj 1505
Taylor Oil Company, Inc.	Operating	12/7/16	9412	\$1,112.15	\$1,112.15	Fuel
Taylor Systems, Inc.	Operating	12/7/16	9413	\$104.15	\$104.15	Service contract
Techlocity, Inc.	Operating	12/7/16	9414	\$1,808.29	\$1,808.29	Computer support
Techlocity, Inc.	Operating	12/7/16	9414	\$1,885.00	\$1,885.00	Computer expenses
Techlocity, Inc.	Operating	12/7/16	9414	\$14.40	\$14.40	Computer expenses
Techlocity, Inc.	Operating	12/7/16	9414	\$1,288.00	\$1,288.00	Computer support fees
Tony Ciovacco	Operating	12/7/16	9415	\$312.50	\$312.50	Managed Services Consultation
Toshiba Business Solutions	Operating	12/7/16	9416	\$738.04	\$738.04	Maintenance Contract - Admin copier
Toshiba Business Solutions	Operating	12/7/16	9416	\$181.30	\$181.30	Plant copy charges
TPI Utility Construction	Operating	12/7/16	9417	\$3,600.00	\$3,600.00	Locating at 96th/Keystone
UniFirst Corporation	Operating	12/7/16	9418	\$49.55	\$49.55	plant mats
UniFirst Corporation	Operating	12/7/16	9418	\$49.55	\$49.55	plant mats
UniFirst Corporation	Operating	12/7/16	9418	\$44.05	\$44.05	Plant mats
UniFirst Corporation	Operating	12/7/16	9418	\$49.55	\$49.55	plant mats
UniFirst Corporation	Operating	12/7/16	9418	\$44.05	\$44.05	Plant mats
Vasey Commercial Heating & AC, Inc.	Operating	12/7/16	9419	\$170.50	\$170.50	Repairs to air conditioning
Wex Bank	Operating	12/7/16	9420	\$204.76	\$204.76	Fuels purchases
Wiers Fleet Partners	Operating	12/7/16	9421	\$824.62	\$824.62	Vehicle repairs
Wiers Fleet Partners	Operating	12/7/16	9421	\$431.14	\$431.14	vehcile repairs
Wiers Fleet Partners	Operating	12/7/16	9421	\$388.72	\$388.72	vehicle repairs
Wiers Fleet Partners	Operating	12/7/16	9421	\$136.46	\$136.46	vehicle repairs
Wiers Fleet Partners	Operating	12/7/16	9421	\$133.25	\$133.25	vehicle repairs
Xylem Dewatering Solutions, Inc	Operating	12/7/16	9422	\$451.79	\$451.79	LS R & M
ADP	Operating	11/18/16	20161103	\$229.51	\$229.51	Service fees for Nov
ADP	Operating	11/22/16	20161104	\$55,122.69	\$55,122.69	PPE 11/18/2016
Empower Retirement (Hoosier START)	Operating	11/22/16	20161105	\$1,807.44	\$1,807.44	457B Contributions
Empower Retirement (Hoosier START)	Operating	11/22/16	20161105	\$1,005.00	\$1,005.00	Roth contributions-PPE 11/18/2016
Empower Retirement (Hoosier START)	Operating	11/22/16	20161105	\$5,675.45	\$5,675.45	401A Contributions-PPE 11/18/2016
ADP	Operating	12/2/16	20161201	\$125.29	\$125.29	Processing charge for Nov 2016
ADP	Operating	12/2/16	20161201	\$55,336.68	\$55,336.68	PPE 12/2/2016
Empower Retirement (Hoosier START)	Operating	12/7/16	20161202	\$1,830.70	\$1,830.70	457B Contributions-PPE 12/2/2016
Empower Retirement (Hoosier START)	Operating	12/7/16	20161105	\$1,005.00	\$1,005.00	Roth contributions-PPE 12/2/2016
Empower Retirement (Hoosier START)	Operating	12/7/16	20161105	<u>\$5,633.27</u>	<u>\$5,633.27</u>	401A Contributions-PPE 12/2/2016
A				\$939,410.76		

Clay Township Regional Waste District
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8.b.

Name of Claimant	Fund	Payment Date	Check Number	Amount of Claim	Amount Allowed	Memorandum
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ALLOWANCE OF CLAIMS

We have examined the claims listed on the foregoing Register of Claims, consisting of 6 pages, and except for claims not allowed as shown on the register, such claims are hereby allowed in the total amount of \$939,410.76 no investments.

Chuck Fowle
Amanda Foley
Jane Merrill

Joseph T. Clark
Paulyn Anderson
Eric M. Hand

Michael M. Donald
Stacy Pitt
Crull W.



Clay Township Regional Waste District

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Executive Session

Job Performance Evaluation per IC5-14-1.5-6.1(b)(9)

Tuesday, December 13, 2016 @ 6:00 p.m.

CTRWD Conference Room

Clay Township Government Center

10701 N. College Avenue, Indianapolis, IN 46280

CTRWD will hold an Executive Session for job performance evaluation per IC5-14-1.5-6.1(b)(9).

Executive Committee Meeting

Tuesday, December 13, 2016

Following the 6:00 p.m. Executive Session

CTRWD Conference Room

Clay Township Government Center

10701 N. College Avenue, Indianapolis, IN 46280

1. Utility Director's merit raise