



Clay Township Regional Waste District

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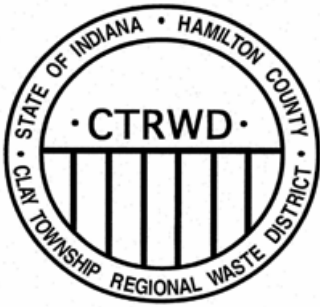
Board of Trustees Meeting Agenda

Monday, June 12, 2017 @ 7:00 p.m.

Clay Township Government Center

10701 N. College Avenue, Indianapolis, IN 46280

- 1. Roll Call**
- 2. Public Hearing**
- 3. Approval of Meeting Memorandum**
 - a. May 8, 2017
- 4. Approval of Claims Docket**
- 5. Public Comment**
- 6. Attorney's Report**
 - a. Project Updates
 - b. Report of Pending Litigation
- 7. Utility Director's Report**
 - a. Director's Report
- 8. Committee Reports**
 - a. Budget & Finance Committee
 - i. First Reading of Ordinance 06-12-2017
 - b. Personnel & Benefits Committee
 - c. Capital & Construction Committee
 - i. Dedication
- 9. Old Business**
 - a. Second Reading of Ordinance 5-08-2017A
 - b. Second Reading of Ordinance 5-08-2017B
 - c. District Name Considerations
- 10. New Business**
- 11. Adjourn**



BOARD OF TRUSTEES MEETING
Monday, May 8, 2017 @ 7:00 p.m.
Memorandum

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

ROLL CALL

Present: Board President Marilyn Anderson, Secretary Michael McDonald, Treasurer Jane Merrill, Members Carl Mills, Barb Lamb, Eric Hand, Chuck Ford and Michael Shaver. Also in attendance: Utility Director Drew Williams, Legal Counsel Scott Wyatt.

Absent: Steve Pittman

The audience sheet is attached.

APPROVAL OF MEMORANDUMS

A motion was made by Mr. Ford to approve the April 10, 2017 Board Meeting Memorandum as amended and was seconded by Ms. Merrill. The motion was approved unanimously.

A motion was made by Mr. McDonald to approve the April 26, 2017 Special Board Meeting Memorandum as amended and was seconded by Ms. Merrill. The motion was approved unanimously.

APPROVAL OF CLAIMS DOCKET

A motion was made by Mr. Ford to approve the Additional Claims Docket (4/30/2017 – 5/8/2017) in the amount of \$371,627.64 and was seconded by Mr. Mills. The motion was approved unanimously.

A motion was made by Mr. Mills to approve the Original Claims Docket (4/7/2017 – 4/30/2017) in the amount of \$971,086.91 and was seconded by Mr. McDonald. The motion was approved unanimously.

PUBLIC COMMENTS

There were no public comments.

ATTORNEY'S REPORT

Mr. Wyatt reported that Mrs. Poindexter had no updates for this meeting.

UTILITY DIRECTOR'S REPORT

Mr. Williams reported that the recent wet weather event resulted in no overflows. The weather station at the District's Office indicated total rainfall of 8.04" during a seven day period. During the peak, flow only reached 90% of the maximum amount allowed to be sent to Carmel, per the contract. According to flow meter data, there still appears to be capacity in Basin 1. This is a major improvement over the situation during wet weather events in the past and can be attributed to the I&I Program. Mr. Merkle is analyzing the data collected during the event in order to determine where weaknesses may still exist. Board members commended Mr. Williams and his staff for the efforts put forth to reduce I&I, repair and to maintain the District's system. Mr. Shaver asked what the terms of the contract are for pumping to Carmel's WWTP and if the resulting cost savings could be quantified. Mr. Williams explained that the contract includes maximum flow rates for a 3 hour period, daily, weekly, and monthly. All flow sent to the Carmel WWTP is billed at the same rate, so reducing wet weather flow has a direct savings to the District. Another source of the savings for this particular event is that the employees did not have to drive around following up on alarms from the lift stations and checking for overflows. Mr. McDonald asked how much of the system is automated for switching the direction of flow. Mr. Williams replied that a majority of the switches are automated.

Ms. Merrill asked if the black or green piping along 106th Street belongs to the District. Mr. Merkle replied that both are used for sewer; each for a different purpose.

BUDGET & FINANCE COMMITTEE

First Reading of Ordinance No. 05-08-2017A

Ms. Anderson read into the record, Ordinance No. 05-08-2017A. An Ordinance establishing a new District wide schedule of monthly user rates and charges to be collected from the owners of property served by the sewage works of the District and matters connected therewith, replacing Ordinance 05-09-2016.

A motion was made by Ms. Merrill to approve the Rate Ordinance for first reading, publication of the Public Notice of the Rate Ordinance and the ordinance placed on the June Board agenda for second reading and a Public Hearing. The motion was seconded by Mr. McDonald and was approved unanimously.

First Reading of Ordinance No. 05-08-2017B

Ms. Anderson read into the record, Ordinance No. 05-08-2017B. An Ordinance amending the sewer surcharge established by Ordinance 09-14-15 to pay for the cost of the local sewers in the Cedar Point Subdivision serving lots 1 - 85 in Hamilton County, Indiana; provisions for financing of payment and other matters connected therewith.

A motion was made by Ms. Merrill to approve the Rate Ordinance for first reading, publication of the Public Notice of the Rate Ordinance and the ordinance placed on the June Board agenda for second reading and a Public Hearing. The motion was seconded by Mr. Mills and was approved unanimously.

Ms. Merrill reported that the next meeting of the Budget & Finance Committee was changed to Friday June 2, 2017 at 7:30 a.m.

PERSONNEL & BENEFITS COMMITTEE

Ms. Lamb reported that at the March P&B Committee meeting, a change to the handbook was discussed regarding time and a half compensation for emergency call-outs. Per the committee's request, Mr. Williams provided the information relating to what the costs associated with past emergencies would have been. Since the total for the last two years would have been less than \$1,000 the committee recommends the Board approve the addition to the Employee Handbook to include Emergency Call-out Compensation.

A motion was made by Ms. Lamb to approve the addition to the Employee Handbook to include Emergency Call-Out Compensation and was seconded by Mr. Shaver. The motion was approved unanimously.

Mr. Ford discussed some research he recently conducted relating to the 40 hour work week vs. the 37.5 hour work week as stated in the District's Employee Handbook. He encouraged the Board to consider that District employees could be paid time and a half for hours worked beyond the 37.5. Ms. Lamb and Mr. Shaver disagreed and stated that all employees are hired with the knowledge that the District policy is to work a 37.5 hour work week. Mr. Williams pointed out that when the issue of a 40 hour work week is proposed, there is negative feedback from employees. He stated that the payroll software tracks the "regular overtime" which is anything between 37.5 and 40 hours. There are approximately 25 hours per month of regular overtime. Ms. Anderson stated that this should be taken back to the committee for further discussion, as it relates to the compensation study and there is no action item on the agenda.

CAPITAL & CONSTRUCTION COMMITTEE

Mr. Hand reported that Sunrise on the Monon Sections 3A and 3B sanitary sewer is complete and ready for acceptance. A motion was made by Mr. Hand to accept the dedication of Sunrise on the Monon Sections 3A and 3B sanitary sewer and was seconded by Ms. Merrill. The motion was approved unanimously.

Mr. Merkle reported staff recently issued a Request for Proposals to four firms to provide consulting services for Project #1705 99th Street Sewer Service & Lift Station 6 Elimination. Staff reviewed their responses and recommends Butler, Fairman & Seufert, Inc. to complete the work, which includes engineering design, permitting, easement acquisition, bidding and construction administration services.

A motion was made by Mr. Hand to approve the professional services contract with Butler, Fairman & Seufert, Inc. in an amount not to exceed \$67,900 and was seconded by Mr. Mills. The motion was approved unanimously.

OLD BUSINESS

District Naming Proposal

Ms. Anderson reported that there were 3 Board Members and 5 staff members in attendance at the April 26 brainstorming meeting for the name change. Initially, there were 18 to 20 name suggestions written on the white board. Several votes were taken

and the list was narrowed down to four names that all included the word "Sewer". Ms. Anderson asked the Board Members to rank the following names in order of preference:

Tri-Co Sewer Utility or District
Tri-County Sewer Utility or District
Community Sewer Utility
Renew Sewer Utility

The above names are listed in order of preference. Mr. Shaver asked what is driving this effort to change the name of the District and what will be the costs associated with a name change. Mr. Hand replied that the name change is 20 years overdue in light of the growth that has taken place. The reference to Clay Township is confusing as well as the term "Waste". The Customer Service Department receives a large volume of calls from people asking questions related to trash pick-up, water service and Carmel Utilities. Mr. Williams replied that costs would be minimal due to the fact that stationary is used as a Word template, letterhead is no longer ordered, and District Staff handles much of the other logo items in-house.

NEW BUSINESS

Ms. Merrill asked if there was an update on the basement flooding at Mrs. Dunwoody's house. Mr. Williams replied that a subcontractor has notified its insurance company.

ADJOURN

A motion was made by Ms. Lamb to adjourn the meeting and was seconded by Mr. Mills. The motion was approved unanimously.

The meeting was adjourned at 8:05 p.m.

The next Board of Trustees Meeting is scheduled for Monday, June 12, 2017 at 7:00 p.m.

Respectfully submitted,



Andrew Williams
Utility Director


Approved:

☒

As Presented

☐

As Amended



Michael McDonald, Secretary



Marilyn Anderson, President



BOARD OF TRUSTEES MEETING

May 8, 2017

Phone

Eddie Miller
Andy Shueke
Wes Munkle

CTRW
CTRW
CTRW

Clay Township Regional Waste District

Register of Claims

For the period 5/10/17-6/8/17

Name of Claimant	Fund	Payment Date	Check Number	Amount of Claim	Amount Allowed	Description
IPL	Operating	5/10/17	10024	\$39.90		LS 18
IPL	Operating	5/10/17	10024	\$106.58		LS 3
IPL	Operating	5/10/17	10024	\$527.41		LS 8
IPL	Operating	5/10/17	10024	\$334.37		LS 9
IPL	Operating	5/10/17	10024	\$827.82		LS 10
IPL	Operating	5/10/17	10024	\$76.82		LS 12
IPL	Operating	5/10/17	10024	\$62.97		LS 20
IPL	Operating	5/10/17	10024	\$39.56		LS 22
IPL	Operating	5/10/17	10024	\$51.97		LS 25
IPL	Operating	5/10/17	10024	\$5,947.33		LS 2
IPL	Operating	5/10/17	10024	\$68.35		LS 24
			10024 Total	\$8,083.08	\$8,083.08	
Office Depot	Operating	5/10/17	10025	\$137.73		Office Supplies
			10025 Total	\$137.73	\$137.73	
Spectrum Business	Operating	5/10/17	10026	\$224.00		Office Internet Service
			10026 Total	\$224.00	\$224.00	
Capital City Ford	Operating	5/12/17	10027	\$26,361.00		2017 F-150 Truck per quote
			10027 Total	\$26,361.00	\$26,361.00	
Hamilton County Recorder	Operating	5/12/17	10028	\$22.00		2 Liens
			10028 Total	\$22.00	\$22.00	
Gradex Inc	Interceptor	5/15/17	10029	\$182,153.52		CIP-Proj 1602 Springmill Rd Parallel
			10029 Total	\$182,153.52	\$182,153.52	
Kinetrex Energy	Operating	5/15/17	10030	\$1,510.66		Plant Utilities
			10030 Total	\$1,510.66	\$1,510.66	
Quench USA, Inc.	Operating	5/15/17	10031	\$99.00		Office Drinking Water
Quench USA, Inc.	Operating	5/15/17	10031	\$99.00		Plant Drinking Water
			10031 Total	\$198.00	\$198.00	
Vectren Energy Delivery	Operating	5/15/17	10032	\$177.09		Plant Gas Service
Vectren Energy Delivery	Operating	5/15/17	10032	\$49.20		LS 2 Gas
Vectren Energy Delivery	Operating	5/15/17	10032	\$17.79		LS 4 Gas
Vectren Energy Delivery	Operating	5/15/17	10032	\$19.39		LS 10 Gas
			10032 Total	\$263.47	\$263.47	
MJ Insurance	Operating	5/19/17	10033	\$2,521.50		Cyber Insurance - AXIS
			10033 Total	\$2,521.50	\$2,521.50	
AFLAC	Operating	5/23/17	10034	\$521.44		Employee Deferred Liability
			10034 Total	\$521.44	\$521.44	
AT&T Mobility	Operating	5/23/17	10035	\$832.38		LS Phone Service
AT&T Mobility	Operating	5/23/17	10035	\$940.37		Employee Mobile Service
			10035 Total	\$1,772.75	\$1,772.75	
Carmel Utilities	Operating	5/23/17	10036	\$12.68		LS 1 WATER
Carmel Utilities	Operating	5/23/17	10036	\$15.12		LS 2 WATER
Carmel Utilities	Operating	5/23/17	10036	\$25.78		LS 26 WATER
			10036 Total	\$53.58	\$53.58	
Citizens Energy Group	Operating	5/23/17	10037	\$36.91		LS 17
Citizens Energy Group	Operating	5/23/17	10037	\$59.71		Plant Water
			10037 Total	\$96.62	\$96.62	
Duke Energy	Operating	5/23/17	10038	\$64.54		LS 6
Duke Energy	Operating	5/23/17	10038	\$2,148.41		LS 1
Duke Energy	Operating	5/23/17	10038	\$174.63		LS 21
Duke Energy	Operating	5/23/17	10038	\$151.32		LS 5
Duke Energy	Operating	5/23/17	10038	\$463.86		LS 26
Duke Energy	Operating	5/23/17	10038	\$493.44		LS 4
Duke Energy	Operating	5/23/17	10038	\$254.69		LS 19
			10038 Total	\$3,750.89	\$3,750.89	
Hamilton County Recorder	Operating	5/23/17	10039	\$11.00		Lien filing
			10039 Total	\$11.00	\$11.00	
Timothy B or Laura Holtz	Operating	5/23/17	10040	\$30.40		Sewer refund
			10040 Total	\$30.40	\$30.40	
Anup Raychowdhury	Operating	5/23/17	10041	\$11.33		Sewer refund
			10041 Total	\$11.33	\$11.33	
Jillian J Olecki	Operating	5/23/17	10042	\$27.90		Sewer refund
			10042 Total	\$27.90	\$27.90	
Alice Vanbrigggle	Operating	5/23/17	10043	\$18.00		Sewer refund
			10043 Total	\$18.00	\$18.00	
Amy A Roetgerman	Operating	5/23/17	10044	\$25.20		Sewer refund
			10044 Total	\$25.20	\$25.20	
Megan Develvis	Operating	5/23/17	10045	\$25.88		Sewer refund
			10045 Total	\$25.88	\$25.88	
Mary or Peter Rademeyer	Operating	5/23/17	10046	\$15.82		Sewer refund
			10046 Total	\$15.82	\$15.82	
Arjun Manavalan	Operating	5/23/17	10047	\$27.92		Sewer refund
			10047 Total	\$27.92	\$27.92	
Roxanne Evans	Operating	5/23/17	10048	\$20.30		Sewer refund
			10048 Total	\$20.30	\$20.30	
Jeff Reklau	Operating	5/23/17	10049	\$17.32		Sewer refund

Clay Township Regional Waste District

Register of Claims
For the period 5/10/17-6/8/17

Name of Claimant	Fund	Payment Date	Check Number	Amount of Claim	Amount Allowed	Description
			10049 Total	\$17.32	\$17.32	
Flavio Mello	Operating	5/23/17	10050	\$143.53		Sewer refund
			10050 Total	\$143.53	\$143.53	
Timothy Asby	Operating	5/23/17	10051	\$22.00		Sewer refund
			10051 Total	\$22.00	\$22.00	
Yang Sun	Operating	5/23/17	10052	\$17.40		Sewer refund
			10052 Total	\$17.40	\$17.40	
Rory or Jessica Greene	Operating	5/23/17	10053	\$19.28		Sewer refund
			10053 Total	\$19.28	\$19.28	
Strand Associates, Inc.	Operating	5/23/17	10054	\$2,059.47		CIP-WWTP Ordor Control-Proj 1505
Strand Associates, Inc.	Operating	5/23/17	10054	\$2,550.00		CIP-WWTP Ordor Control-Proj 1505
			10054 Total	\$4,609.47	\$4,609.47	
Strand Associates, Inc.	Plant Expansion	5/23/17	10055	\$724.06		CIP - Proj 1701 - Post Treatment Improvements
Strand Associates, Inc.	Plant Expansion	5/23/17	10055	\$13,488.67		CIP - Proj 1701 - WWTP Outfall Cemetary Creek
Strand Associates, Inc.	Plant Expansion	5/23/17	10055	\$16,373.76		CIP - Proj 1701 - WWTP Outfall Cemetary Creek
			10055 Total	\$30,586.49	\$30,586.49	
Andrew Williams	Operating	5/26/17	10056	\$256.95		Flight reimbursement - WEF Leadership Institute
			10056 Total	\$256.95	\$256.95	
Joe Hood	Operating	5/26/17	10057	\$26.75		Mileage reimbursement 5/20-Springmill line break
			10057 Total	\$26.75	\$26.75	
Matt Starr	Operating	5/26/17	10058	\$40.13		Mileage reimbursement
			10058 Total	\$40.13	\$40.13	
Jason Lewin	Operating	5/31/17	10059	\$142.31		Mileage reimbursement
			10059 Total	\$142.31	\$142.31	
Jonathan Rice	Operating	6/5/17	10060	\$472.50		Traffic control - 5/30/17
			10060 Total	\$472.50	\$472.50	
Brian Martin	Operating	6/5/17	10061	\$270.00		Traffic control - 6/1/17
			10061 Total	\$270.00	\$270.00	
Barbara Lamb	Operating	6/7/17	10062	\$150.00		Board member per diem
			10062 Total	\$150.00	\$150.00	
Carl S. Mills	Operating	6/7/17	10063	\$200.00		Board member fees
			10063 Total	\$200.00	\$200.00	
Charles Ford	Operating	6/7/17	10064	\$100.00		Board member fees
			10064 Total	\$100.00	\$100.00	
Eric Hand	Operating	6/7/17	10065	\$150.00		Board member fees
			10065 Total	\$150.00	\$150.00	
Jane B. Merrill	Operating	6/7/17	10066	\$200.00		Board member fees
			10066 Total	\$200.00	\$200.00	
Marilyn Anderson	Operating	6/7/17	10067	\$200.00		Board member fees
			10067 Total	\$200.00	\$200.00	
Michael A. McDonald	Operating	6/7/17	10068	\$200.00		Board Member fees
			10068 Total	\$200.00	\$200.00	
Michael Shaver	Operating	6/7/17	10069	\$150.00		Board member fees
			10069 Total	\$150.00	\$150.00	
Steve Pittman	Operating	6/7/17	10070	\$100.00		Board member fees
			10070 Total	\$100.00	\$100.00	
Aaron Strong	Operating	6/7/17	10075	\$30.00		May Cell Phone
Aaron Strong	Operating	6/7/17	10075	\$53.23		Tablecloths for WW Challenge
			10075 Total	\$83.23	\$83.23	
AT & T	Operating	6/7/17	10076	\$592.08		Plant internet services
			10076 Total	\$592.08	\$592.08	
Brian Alexander	Operating	6/7/17	10077	\$15.00		May cell phone
			10077 Total	\$15.00	\$15.00	
Carmel Utilities	Operating	6/7/17	10078	\$115,813.29		Flow to Carmel - May 2017
Carmel Utilities	Operating	6/7/17	10078	\$1,030.80		May meter readings
			10078 Total	\$116,844.09	\$116,844.09	
Carmel Utilities	Operating	6/7/17	10079	\$37.96		Storm water fees
			10079 Total	\$37.96	\$37.96	
Cindy Sheeks	Operating	6/7/17	10080	\$35.88		Cell phone May 2017Mileage
			10080 Total	\$35.88	\$35.88	
Clay Township Trustee	Operating	6/7/17	10081	\$5,949.21		Gov't Center Expenses - May 2017
			10081 Total	\$5,949.21	\$5,949.21	
Duke Energy	Operating	6/7/17	10082	\$961.46		LS 14
Duke Energy	Operating	6/7/17	10082	\$300.42		LS 16
Duke Energy	Operating	6/7/17	10082	\$374.21		LS 23
Duke Energy	Operating	6/7/17	10082	\$228.90		LS 11
Duke Energy	Operating	6/7/17	10082	\$15,187.69		Plant
Duke Energy	Operating	6/7/17	10082	\$810.04		LS 17
Duke Energy	Operating	6/7/17	10082	\$260.92		LS 11
Duke Energy	Operating	6/7/17	10082	\$314.34		LS 16
Duke Energy	Operating	6/7/17	10082	\$18,289.36		Plant
			10082 Total	\$36,727.34	\$36,727.34	
Eric Luis Delacruz	Operating	6/7/17	10083	\$30.00		May cell phone
			10083 Total	\$30.00	\$30.00	
IPL	Operating	6/7/17	10084	\$677.54		LS 8

Clay Township Regional Waste District

Register of Claims

For the period 5/10/17-6/8/17

Name of Claimant	Fund	Payment Date	Check Number	Amount of Claim	Amount Allowed	Description
IPL	Operating	6/7/17	10084	\$127.56		LS 3
IPL	Operating	6/7/17	10084	\$62.97		LS 20
IPL	Operating	6/7/17	10084	\$72.70		LS 24
IPL	Operating	6/7/17	10084	\$406.44		LS 9
IPL	Operating	6/7/17	10084	\$1,075.28		LS 10
IPL	Operating	6/7/17	10084	\$95.93		LS 12
IPL	Operating	6/7/17	10084	\$40.99		LS 25
IPL	Operating	6/7/17	10084	\$41.20		LS 22
IPL	Operating	6/7/17	10084	\$40.55		LS 18
			10084 Total	\$2,641.16	\$2,641.16	
Jeffrey Martin	Operating	6/7/17	10085	\$30.00		Cell phone - May
			10085 Total	\$30.00	\$30.00	
Kermin Huntley	Operating	6/7/17	10086	\$30.00		Cell phone May 2017
			10086 Total	\$30.00	\$30.00	
Matt Starr	Operating	6/7/17	10087	\$64.20		On call mileage
			10087 Total	\$64.20	\$64.20	
Nathan Crowder	Operating	6/7/17	10088	\$30.00		Cell phone May 2017
			10088 Total	\$30.00	\$30.00	
Vectren Energy Delivery	Operating	6/7/17	10089	\$93.29		Plant natural gas
			10089 Total	\$93.29	\$93.29	
Gradex Inc	Interceptor	6/7/17	10101	\$291,395.38		CIP-Prpj 1601-Springmill Interceptor
			10101 Total	\$291,395.38	\$291,395.38	
GRW	Interceptor	6/7/17	10102	\$680.00		CIP-Proj 1602-Springmill-Interceptor
GRW	Interceptor	6/7/17	10102	\$1,432.50		CIP-Proj 1601-106th ST FM-Interceptor
			10102 Total	\$2,112.50	\$2,112.50	
Layne Heavy Civil	Interceptor	6/7/17	10103	\$548,395.99		CIP-Proj 1601-106th St FM-Interceptor fund
			10103 Total	\$548,395.99	\$548,395.99	
Strand Associates, Inc.	Plant Expansion	6/7/17	10104	\$2,677.68		CIP-Proj 1701 WWTP outfall-Plant expansion
			10104 Total	\$2,677.68	\$2,677.68	
Central Industrial Contractors	Reserve for Repla	6/7/17	10105	\$10,800.00		Replace bearings on VLR Rotor
Central Industrial Contractors	Reserve for Repla	6/7/17	10105	\$3,976.00		Install check valves for LS 14
Central Industrial Contractors	Reserve for Repla	6/7/17	10105	\$3,200.00		Install check valve LS23
Central Industrial Contractors	Reserve for Repla	6/7/17	10105	\$2,395.00		Install check valve LS24
			10105 Total	\$20,371.00	\$20,371.00	
Gradex Inc	Reserve for Repla	6/7/17	10106	\$33,247.09		CIP-Springmill Road interceptor repairs
			10106 Total	\$33,247.09	\$33,247.09	
Accurate Laser Systems, Inc.	Operating	6/7/17	10107	\$54.00		Line maintenance
			10107 Total	\$54.00	\$54.00	
Allison Payment Systems LLC	Operating	6/7/17	10108	\$3,341.81		Billing fees
Allison Payment Systems LLC	Operating	6/7/17	10108	\$4,849.23		Prepaid postage
			10108 Total	\$8,191.04	\$8,191.04	
Altman, Poindexter & Wyatt, L	Operating	6/7/17	10109	\$3,299.42		Legal fees
Altman, Poindexter & Wyatt, L	Operating	6/7/17	10109	\$3,520.00		Legal fees
			10109 Total	\$6,819.42	\$6,819.42	
Bartley's LED Outfitter	Operating	6/7/17	10110	\$750.00		Trailer lights
			10110 Total	\$750.00	\$750.00	
Bee Green Lawn Care & Plant	Operating	6/7/17	10111	\$50.00		Mowing-Plant
Bee Green Lawn Care & Plant	Operating	6/7/17	10111	\$100.00		Plant mowing service
Bee Green Lawn Care & Plant	Operating	6/7/17	10111	\$53.00		Plant mowing service
			10111 Total	\$203.00	\$203.00	
Bio Chem, Inc.	Operating	6/7/17	10112	\$5,966.58		Operating supplies
Bio Chem, Inc.	Operating	6/7/17	10112	\$4,577.33		NitraNox
Bio Chem, Inc.	Operating	6/7/17	10112	\$5,466.25		NitraNox
			10112 Total	\$16,010.16	\$16,010.16	
Cardinal Wireless Inc	Operating	6/7/17	10113	\$1,564.00		Kenwood Portable radios
			10113 Total	\$1,564.00	\$1,564.00	
Cloverleaf Tool Co.	Operating	6/7/17	10114	\$5,759.97		Nozzles and extensions
			10114 Total	\$5,759.97	\$5,759.97	
Commonwealth Biomonitoring	Operating	6/7/17	10115	\$3,600.00		Testing fees
			10115 Total	\$3,600.00	\$3,600.00	
Community Occupational Hea	Operating	6/7/17	10116	\$97.00		Testing fees
			10116 Total	\$97.00	\$97.00	
Connect Electric Inc	Operating	6/7/17	10117	\$680.00		Replace Overload in MCC
			10117 Total	\$680.00	\$680.00	
Current Publishing	Operating	6/7/17	10118	\$289.14		Ord 05-08-2017-A
Current Publishing	Operating	6/7/17	10118	\$168.04		Ord 05-08-2017B
			10118 Total	\$457.18	\$457.18	
DLZ Indiana, LLC	Operating	6/7/17	10119	\$75.00		Ins Svs-VOWC 15002B
DLZ Indiana, LLC	Operating	6/7/17	10119	\$112.50		Ins Svs-One One Six Apartments
			10119 Total	\$187.50	\$187.50	
Eco Infrastructure Solutions, ll	Operating	6/7/17	10120	\$180.00		Line maintenance
			10120 Total	\$180.00	\$180.00	
Fastenal Company	Operating	6/7/17	10121	\$184.61		Plant R & M
Fastenal Company	Operating	6/7/17	10121	\$177.16		Plant R & M
Fastenal Company	Operating	6/7/17	10121	\$3.06		Plant R & M

Clay Township Regional Waste District

Register of Claims For the period 5/10/17-6/8/17

Name of Claimant	Fund	Payment Date	Check Number	Amount of Claim	Amount Allowed	Description
Fastenal Company	Operating	6/7/17	10121	\$6.59		Plant R & M
Fastenal Company	Operating	6/7/17	10121	\$419.13		Lift Station R & M
Fastenal Company	Operating	6/7/17	10121	\$119.94		Safety Materials
			10121 Total	\$910.49	\$910.49	
FerrellGas	Operating	6/7/17	10122	\$90.73		Plant R & M
			10122 Total	\$90.73	\$90.73	
GCI Slingers, LLC	Operating	6/7/17	10123	\$39.00		Lift station R & M
			10123 Total	\$39.00	\$39.00	
Grainger	Operating	6/7/17	10124	\$447.00		Battery adapter
			10124 Total	\$447.00	\$447.00	
Graves Plumbing Company, Ir	Operating	6/7/17	10125	\$211,025.12		CIP-Proj 1505-Plant Odor contol Operating
			10125 Total	\$211,025.12	\$211,025.12	
GRW	Operating	6/7/17	10126	\$570.00		Engineering fees
GRW	Operating	6/7/17	10126	\$5,689.94		CIP-Proj 1604 Queen's Manor
			10126 Total	\$6,259.94	\$6,259.94	
Hach Company	Operating	6/7/17	10127	\$1,367.51		Sewer sampling
			10127 Total	\$1,367.51	\$1,367.51	
Hines Brothers LLC	Operating	6/7/17	10128	\$2,180.00		Stone bed installation
			10128 Total	\$2,180.00	\$2,180.00	
Indy Express, Inc.	Operating	6/7/17	10129	\$173.40		Mail Service
			10129 Total	\$173.40	\$173.40	
IT Indianapolis	Operating	6/7/17	10130	\$3,359.30		Monthly charges
IT Indianapolis	Operating	6/7/17	10130	\$778.70		Datto backup
IT Indianapolis	Operating	6/7/17	10130	\$385.00		Firewall
IT Indianapolis	Operating	6/7/17	10130	\$2,112.29		IT Services
			10130 Total	\$6,635.29	\$6,635.29	
IUPPS	Operating	6/7/17	10131	\$1,932.30		Monthly tickets
			10131 Total	\$1,932.30	\$1,932.30	
Kinetrex Energy	Operating	6/7/17	10132	\$700.06		Natural gas for the plant
			10132 Total	\$700.06	\$700.06	
Kirby Risk Corporation	Operating	6/7/17	10133	\$2.33		Plant R & M
Kirby Risk Corporation	Operating	6/7/17	10133	\$162.72		Plant R & M
Kirby Risk Corporation	Operating	6/7/17	10133	\$126.67		Plant R & M
			10133 Total	\$291.72	\$291.72	
Lewis Testing Services, Inc.	Operating	6/7/17	10134	\$50.00		Sewer sampling
			10134 Total	\$50.00	\$50.00	
Maddox Industrial Group, Inc.	Operating	6/7/17	10135	\$2,088.00		LS repairs
			10135 Total	\$2,088.00	\$2,088.00	
Mattingly Concrete, Inc	Operating	6/7/17	10136	\$1,500.00		Concrete work
			10136 Total	\$1,500.00	\$1,500.00	
Merrell Brothers, Inc.	Operating	6/7/17	10137	\$390.00		Lift Station R & M
Merrell Brothers, Inc.	Operating	6/7/17	10137	\$11,263.77		Biosolid disposal
			10137 Total	\$11,653.77	\$11,653.77	
Nalco Crossbow Water	Operating	6/7/17	10138	\$133.90		Sewer sampling
Nalco Crossbow Water	Operating	6/7/17	10138	\$164.75		Sewer sampling
			10138 Total	\$298.65	\$298.65	
Napa Auto Parts	Operating	6/7/17	10139	\$18.97		Vehicle R & M
Napa Auto Parts	Operating	6/7/17	10139	\$299.90		Plant R & M
Napa Auto Parts	Operating	6/7/17	10139	\$20.57		Plant R & M
Napa Auto Parts	Operating	6/7/17	10139	\$3.93		Plant R & M
			10139 Total	\$343.37	\$343.37	
Pitney Bowes Global	Operating	6/7/17	10140	\$200.00		Postage meter lease
			10140 Total	\$200.00	\$200.00	
POSM Software	Operating	6/7/17	10141	\$4,500.00		Software Maintenance contract
			10141 Total	\$4,500.00	\$4,500.00	
Praxair Distribution, Inc.	Operating	6/7/17	10142	\$27.35		Plant R & M
Praxair Distribution, Inc.	Operating	6/7/17	10142	\$27.93		Plant R & M
Praxair Distribution, Inc.	Operating	6/7/17	10142	\$26.19		Plant R & M
			10142 Total	\$81.47	\$81.47	
Ray Clemens	Operating	6/7/17	10143	\$400.00		Plant Services
			10143 Total	\$400.00	\$400.00	
Republic Services #761	Operating	6/7/17	10144	\$335.39		Trash pick up-plant
			10144 Total	\$335.39	\$335.39	
Safety Resources, Inc.	Operating	6/7/17	10145	\$1,190.94		Safety Management services
			10145 Total	\$1,190.94	\$1,190.94	
Shrewsbury & Associates, LL	Operating	6/7/17	10146	\$637.50		Constr Obser-Woods at Shelborne
			10146 Total	\$637.50	\$637.50	
Super Laundry	Operating	6/7/17	10147	\$2,398.85		CIP-stackable washer/dryer for the plant
			10147 Total	\$2,398.85	\$2,398.85	
Taylor Oil Company, Inc.	Operating	6/7/17	10148	\$1,176.38		Fuel purcahses
			10148 Total	\$1,176.38	\$1,176.38	
Taylor Systems, Inc.	Operating	6/7/17	10149	\$104.15		Phone service
			10149 Total	\$104.15	\$104.15	
Toshiba Business Solutions	Operating	6/7/17	10150	\$426.60		Copier overage fees
Toshiba Business Solutions	Operating	6/7/17	10150	\$427.66		Copier repair

Clay Township Regional Waste District

Register of Claims

For the period 5/10/17-6/8/17

Name of Claimant	Fund	Payment Date	Check Number	Amount of Claim	Amount Allowed	Description
			10150 Total	\$854.26	\$854.26	
UniFirst Corporation	Operating	6/7/17	10151	\$53.00		Plant Floor Mats
UniFirst Corporation	Operating	6/7/17	10151	\$47.00		
UniFirst Corporation	Operating	6/7/17	10151	\$47.00		Plant Floor Mats
UniFirst Corporation	Operating	6/7/17	10151	\$47.00		Plant Floor Mats
			10151 Total	\$194.00	\$194.00	
Utility Supply Company	Operating	6/7/17	10152	\$206.08		Line maintenance
			10152 Total	\$206.08	\$206.08	
Wex Bank	Operating	6/7/17	10153	\$140.16		Fuel
			10153 Total	\$140.16	\$140.16	
Win-911	Operating	6/7/17	10154	\$495.00		Annual maintenance agreement
			10154 Total	\$495.00	\$495.00	
Xylem Water Solutions USA, I	Operating	6/7/17	10155	\$3,668.00		Pump annual maintenance
Xylem Water Solutions USA, I	Operating	6/7/17	10155	\$516.00		Line R & M
			10155 Total	\$4,184.00	\$4,184.00	
ADP	Operating	5/5/17	20170501	\$121.22		Workforce Now fees
			20170501 Total	\$121.22	\$121.22	
Fastenal Company	Operating	6/8/17	10168	\$39.05		
Fastenal Company	Operating	6/8/17	10168	\$1,643.94		
			10168 Total	\$1,682.99	\$1,682.99	Safety Signs
Empower Retirement (Hoosier)	Operating	5/9/17	20170502	\$5,312.60		401A PPE 5/5/17
Empower Retirement (Hoosier)	Operating	5/9/17	20170502	\$133.70		Roth PPE 5/5/17
Empower Retirement (Hoosier)	Operating	5/9/17	20170502	\$1,360.37		457B PPE 5/5/17
			20170502 Total	\$6,806.67	\$6,806.67	
ADP	Operating	5/9/17	20170503	\$53,114.58		Payroll fees - PPE 5/5/17
			20170503 Total	\$53,114.58	\$53,114.58	
PNC Bank	Operating	5/25/17	20170508	\$2,072.30		CC EXPENSES APRIL 2017
			20170508 Total	\$2,072.30	\$2,072.30	
Anthem Blue Cross Blue Shield	Operating	5/19/17	20170519	\$25,997.98		Health Insurance - June 2017
			20170519 Total	\$25,997.98	\$25,997.98	
ADP	Operating	5/19/17	201705192	\$215.54		Payroll and Time & Attendance fees
			201705192 Total	\$215.54	\$215.54	
Mutual of Omaha	Operating	5/12/17	201705193	\$3,602.42		STD, LTD, Life Ins - May 2017
			201705193 Total	\$3,602.42	\$3,602.42	
ADP	Operating	5/19/17	201705194	\$121.22		Workforce Now bundle solutions
			201705194 Total	\$121.22	\$121.22	
ADP	Operating	5/22/17	201705221	\$53,286.98		Payroll PPE 5/19/17
			201705221 Total	\$53,286.98	\$53,286.98	
Empower Retirement (Hoosier)	Operating	5/23/17	201705222	\$6,673.05		401A, 457, Roth PPE 5/19/17
			201705222 Total	\$6,673.05	\$6,673.05	
ADP	Operating	6/2/17	201705223	\$125.29		ADP Fees due for May 19th Payroll
			201705223 Total	\$125.29	\$125.29	
Citizens State Bank	Operating	5/30/17	201705224	\$20.00		May service fee
			201705224 Total	\$20.00	\$20.00	
			Grand Total	\$1,792,522.23	\$1,792,522.23	

ALLOWANCE OF CLAIMS

We have examined the claims listed on the foregoing Register of Claims, consisting of 5 pages, and except for claims not allowed as shown on the register, such claims are hereby allowed in the total amount of

\$1,792,522.23

Carl H. [Signature] *Michael McDonald* *Eric M. Hand*
Barbara A. Lawler *[Signature]* *[Signature]*
Marilyn Anderson *[Signature]* *Jane B. Merrill*

THE CTRWD CONNECTION

Volume 10 Issue 6 June 2017
MONTHLY NEWSLETTER

PLANT REPORT - SCOT WATKINS

One FOG facility, Becky's Bake Shop and Floral, was added to the Pretreatment Program and all inspections are current and staff is now working to ensure that contact information is up to date for all facilities. All but six quarterly reports have been received and those 6 have now been issued NOV with \$100 fees added to each.

At the plant, biannual oil changes have started along with other plant maintenance. The new Biorem odor control unit had the initial startup and is now up and running. Biorem estimates three to six weeks for the system to acclimate and then performance testing will be conducted.

The District's National Pollutant Discharge Elimination System (NPDES) permit draft renewal has been received from IDEM. Quality and concentration parameters all remain the same but metals (Cadmium, Chromium, Copper, Cyanide, Lead, Nickel, Silver and Zinc) have been added for quarterly influent and effluent monitoring. Whole Effluent Toxicity (WET) testing has also been added and must be performed every month for the first three months and then quarterly for the duration of the permit. If, after two years the effluent has demonstrated to not be toxic to any test species, the District may request a reduction in WET testing frequency. The new permit goes into effect this September.

IT

There have been quite a few upgrades/improvements with the District's IT system. Firewalls at each location have been replaced with increased security and indefinite logging capabilities enabled. All external access requests from outside the network are being blocked from external applications except GIS services. Geographical restrictions have also been implemented to prevent anyone from outside of the United States from accessing the system. The HiperWeb server has been removed from the domain and is functioning within its own DMZ. This should prevent any unwanted access to the network. The District has also purchased an additional level of protection from SecureWorks called Red Cloak; a managed advanced endpoint threat detection. It is a beefed up anti-virus with detailed monitoring and reporting features. By the time this newsletter is printed, all Windows machines will have been updated to Windows 10 Pro for increased security.

SAFETY UPDATE—LOREN PRANGE

The following safety tailgate sessions were held:

04/18/17 Facing Up to Stress
04/24/17 CPR and AED's can save lives
05/02/17 Night Work – Reduced visibility increases hazards
05/09/17 Keep trouble out and let help in with access control

The District hosted this year's IWEA Operators Challenge. We had a four member team competing and provided a judge for the safety event. See the "Extra" Newsletter Insert for the exciting results of this year's event.



2 6 6 2

**No. of days since the
last lost time accident.**

INSIDE THIS ISSUE

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Collections Report 2

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Customer Service/Billing 4

FINANCIALS - CINDY SHEEKS

April's total revenues were under projections by \$6,933 (1.19%) for a total of \$574,066. Residential sales of \$365,239 were 1.27% higher than expected and commercial sales of \$181,664 were 9.51% lower than expected. Operating expenses were \$25,508 (5.8%) over budget in April for a total of \$465,366. The operating costs consist of Wages that were under budget, Administration costs that were above budget, Treatment Costs that were above budget and Collection Costs that were below budget in April. Net income was \$108,701 in April exceeding projections by \$8,860 for the month. YTD net income is above projections by \$71,167 for a total of \$533,057 (net of depreciation and amortization).

Cash generated for April shows a net decrease in all funds by \$577,581. The large decrease in funds is due to large capital project payments. Capital spending in April was \$770,571 or 6.5% of the working capital budget of \$11,768,909. Project spending included plant odor control, 106th St Force Main and the Springmill Road Parallel Interceptor. Also, there were additional expenses for the SCADA software and check valve replacements in April. Total cash on hand 4/30/2017 was \$9,985,833.

The Budget & Finance Committee will be recommending the first reading of Ordinance 06-12-2017 at the June board meeting for the Queen's Manor and Estancia Way Sewer project. The initial \$5,300 connection cost is based on the preliminary estimate of project costs and the cost will be adjusted when the project is completed.

COLLECTIONS REPORT - AARON STRONG

In May, Collections Staff televised 19,221 feet of sewer main, inspected 235 manholes and performed pump inspections at 8 lift stations. Heavy May rain events kept Staff busy managing flows at regional lift stations. The District weather station recorded 8.68 inches of rain with no weather related overflows.

A contractor for Duke Energy severed the District's 18" Springmill Road Interceptor located just north of 111th St, by auguring in a 95 foot steel power pole 18 feet into the ground. The Springmill Interceptor collects flows from Lift Stations 26 and 4. CTRWD crews quickly set up emergency bypass pumping operations to mitigate overflows in Williams Mill. Duke's contractor returned to the site to deconstruct the power pole over night to make room for the emergency repair excavation. Jason Lewin and Matt Starr were ultimately able to clear the blockage in the damaged main to restore flow throughout the night. Matt remained at the site to manage contractors and pumping operations into the next morning. Gradex repaired the main, Fluid Waste cleaned stone out of the Interceptor during subsequent night work operations. A damage investigation performed by the Engineering staff revealed that our locate marks were correct; All District and Contractor time will be billed to Duke Energy's contractor. A special thank you to Jason Lewin, Joe Hood and Matt Star for their quick response and long hours worked.



106th Street Parallel Force Main Project:
Jack and bore installation underway
across Michigan Road

CONSTRUCTION & ENGINEERING - WES MERKLE

Engineering Update

During the month of May, our local weather station recorded 8.68 inches of rain.

Engineering staff completed 572 locates, 71 I&I inspections and 36 lateral inspections. One illegal sump pump connection was found and has since been corrected. Nathan Crowder has handled a majority of the utility locates which include many City of Carmel road and path projects and some of our own. Kermin Huntley has performed most of the inflow and infiltration inspections and lateral inspections. He has also been working through some of the inspection processes within the HiperWeb software. Eric Delacruz has been overseeing the Spring Mill Road Parallel Interceptor project. Jeff Martin continues working with the HiperWeb asset management software and helping with some of Ryan Hartman's tasks during his absence. Brian Alexander has returned for the summer to help with locates and I&I inspections. Design and coordination work is being finalized for gravity sewer and force main relocation work at 96th and Keystone. Design is complete for the WWTP Outfall Improvements project and the permitting process is underway.

Construction Update

The WWTP Odor Control Upgrades Project is finally wrapping up. The new odor control equipment is running with startup complete. It will take several weeks for the new system to acclimate and for the bugs to begin consuming hydrogen sulfide and other odorous compounds. Crews continue to work on items outstanding.

Progress continues on the 106th Street Parallel Force Main project. Crews are working on directional drill installation across 106th Street west of Shelborne Road as well as across Towne Road which is now closed for a roundabout project. Open cut installation is underway west of Michigan Road. The jack and bore installation is underway across Michigan Road. A second open cut crew is expected to start soon. The completed force main will run from Ditch Road to the Michigan Road WWTP for a total of 18,700 linear feet of pipe. Work is less than 40 percent complete with approximately three months to substantial completion.

The Springmill Parallel Interceptor Project continues. Pipe installation is approaching 111th Street. Work is about 80 percent complete. Completion is due in July; however time may need to be extended while our contractor waits for other utilities to relocate at 111th Street for Carmel's roundabout project.



WWTP Odor Control Project:
Working on pipe and duct insulation



Springmill Parallel Interceptor Project:
Gravity sewer installation

CUSTOMER SERVICE/BILLING - SHELLY KEEFE

Three liens totaling \$375.76 were filed in May due to sheriff sales. The current lien balance is now \$30,083.65.

Customer service received the residential water read files from Carmel and Citizens for the annual balanced billing process. Preliminary reports are used to research issues prior to actually running the program in the billing software, and though this step is time consuming, it saves time and confusion for our customers once the balanced billing goes into effect. The new balanced billing will be completed in July and be reflected on the July 31, 2017 bills.

The June Board of Trustees meeting will include a public hearing for the 5% user rate increase. If approved by the Board, the increase will be effective July 1 and be reflected on the July 31, 2017 bills. The May and June bills included a statement message informing the customers of the increase.

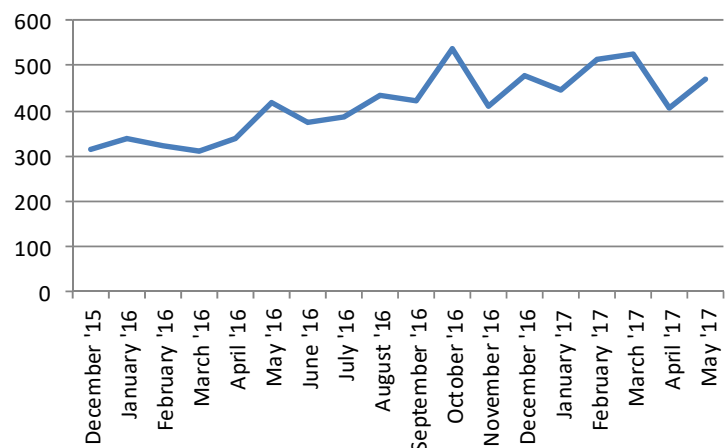
The 100 Mile Challenge has ended with 12 employees successfully reaching the 100 Mile goal. Those employees will receive a \$25 gift card. Hopefully the program was a jumpstart to a healthier lifestyle for all participants.

PAYMENT BREAKDOWN GRAPH



Cash	0.7%
Check	28.9%
Credit-Card	3.5%
Draft	28.4%
Money Order	0.0%
Wire Transfer	38.5%
Total:	100.0%

CREDIT CARD PAYMENTS BY MONTH



BIRTHDAYS

Cindy Ferrulli	June 1
Ryan Weddle	June 2
Loren Prange	June 20

ANNIVERSARIES

Matt Starr	June 13	6 Years
Eric Luis DelaCruz	June 18	5 Years
Loren Prange	June 27	12 Years

CALENDAR OF EVENTS

June 14	Staff Meeting	10:00 a.m.
June 23	B & F Meeting	7:30 a.m.
June 26	P & B Meeting	7:30 a.m.
July 3,4	CarmelFest	
July ?	C & C Meeting	4:30 p.m.
July 10	Board Meeting	7:00 p.m.



TUESDAY, MAY 23 & WEDNESDAY, MAY 24, 2017
Clay Township WWTP • 7236 Mayflower Park Dr. Zionsville, IN 46077



1st Place! Overall Winner



Jason Lewin

Joe Hood

Matt Starr

Scot Watkins

1st Place! Safety



Next Stop: WEFTEC 2017
Representing the State of Indi-

EXTRA - JASON LEWIN

The IWEA Wastewater Challenge was held at the District's WWTP on May 23, 2017. This is a yearly event where teams from all over the state compete to represent the State of Indiana at the annual WEF (Water Environment Federation) national conference in October. The IWEA Wastewater Challenge consists of 5 events:

Collections: The first of this three part event was putting a trench box together. The trench box was to be put together correctly and the time counted for points as well. Our guys time, although rarely using trench boxes for our normal job, was over two minutes better than the rest of the field. The second part of the event was a written test in which we were able to complete the test quickly while only missing 3 questions. The final part to this event was raising a manhole chimney section to the correct level based on information given for a roadway. We were able to hit the marks all the way around in a good time with no penalties. We placed 1st place in this event.

Laboratory: The first of this three part event was completing a hands on chlorine residual test. Since we do not deal with chlorine on a daily basis this was a new test for us, but we completed it with no penalties. The second part was completing some paperwork for calculating Total Suspended Solids and Volatile Suspended Solids. There were several parts to this and transferring some answers over to another sheet for reporting. The last event was a written test about many issues we deal with in the lab. The Team was able to come out with a 4th place finish.

Residuals and Resource Recovery: During the first part of this challenge, the team was given 9 baggies filled with bio-solids (waste from the plant) with a short description on different treatment processes. We then had to figure out which baggie went with which description. The second part of the event was a written test with some math questions. The Team came in 5th place.

Operations and Maintenance: The first half of this challenge was hands on, looking at electrical diagrams to figure out where to land wires in order to wire an electrical panel to run pumps. The second part of the event was a written exam. The Team did well and came in 2nd place overall for the event.

Safety: This was a two part event as well. The first part was filling out job hazard analysis for doing maintenance on a blower at the plant. There were three different maintenance items you had to do. Teams had to list all of the steps for each item to get completed, then list the hazards that could be present for each step. Lastly, a list of the personal protective equipment required to mitigate any issues, had to be made. Since the District provides training on this about every year it was a no brainer for us. To complete all three maintenance items, each team member had to be working on one. The second part of the event was a written test. We were able to place first in this event as well. This event really set us apart from the competition.

Our safety training seems a bit excessive from time to time but we have finished in 1st place 6 of 7 years in the event. We have also won the Collections event 3 out of the last 4 years. This is the first time the CTRWD Team will have the honor of competing at the national conference in Chicago, which is a little overwhelming. We have a great group of guys who have a high skill set, so we will train and be ready for the events at nationals.

CTRWD
2017

Selected Statistics 2017 Summary	January	February	March	April	May	2017 Monthly Average	2017 YTD	2016 Monthly Avg Through May	2016 Total Through May
Maintenance Information									
Lateral Inspections	32	42	39	35	36	37	184	32	158
Certified I&I Inspections	40	38	52	52	70	50	252	49	246
Failed I&I Inspections	1	0	1	1	1	1	4	0	0
Customer Work Requests	0	0	0	4	4	2	8	0	0
Sewer Locates	541	505	597	414	572	526	2,629	489	2,444
Total # of Manholes	5,719	5,719	5,719	5,719	5,692	n/a	5,719	5,665	5,691
Manholes Inspected	0	548	418	646	235	369	1,847	35	174
Feet of Sewer Added	0	0	0	0	0	0	0	6,475	32,374
Total Footage of Sewers	1,576,477	1,576,477	1,576,477	1,576,477	1,613,731	n/a	0	n/a	1,556,105
Feet of Sewer Televised	9,867	26,085	28,856	22,996	19,221	21,405	107,025	26,275	131,375
Feet of Sewer Cleaned	0	0	0	0	0	0	0	7,652	38,262
Overflows	0	2	1	0	1	1	4	0	2
Carmel Utilities (Station 1) Info									
Rainfall / Precipitation (inches)	3.33	0.89	3.23	5.17	8.68	4.26	21.30	2.62	13.08
Total Flow (gallons)	65,932,000	43,767,228	60,788,935	66,921,350	81,391,000	63,760,000	318,800,513	59,438,000	297,190,000
Average Daily Flow (gallons)	2,126,838	1,563,155	2,012,319	2,230,711	2,475,616	2,082,000	n/a	1,950,000	n/a
Minimum Flow (gallons)	1,270,000	1,411,943	1,257,704	1,722,521	1,530,000	1,438,434	1,257,704	1,454,000	1,060,000
Michigan Road Plant Info									
Total Flow (gallons)	91,777,000	68,182,000	84,230,000	81,656,000	102,541,000	85,677,000	428,386,000	78,749,000	393,744,000
Maximum Daily Flow (gallons)	4,333,000	2,655,000	3,475,000	4,221,000	8,710,000	4,679,000	8,710,000	3,728,000	5,177,000
Average Daily Flow (gallons)	2,900,000	2,435,071	2,717,000	2,721,867	330,774	2,221,000	n/a	2,592,000	n/a
Minimum Daily Flow (gallons)	2,442,000	2,275,000	2,358,000	2,333,000	2,469,000	2,375,000	2,275,000	2,060,000	1,465,000
Total Flow to Both Plants	157,709,000	111,949,228	145,018,935	148,577,350	183,932,000	149,437,000	747,186,513	138,187,000	690,934,000
Biosolids Handling									
Wasted (Biosolids) (gallons)	1,103,000	1,360,660	1,608,660	86,253	1,079,010	1,048,000	5,238,000	1,530,000	7,649,950
Dewatered (gallons)	192,014	296,000	260,000	187,000	293,000	246,000	1,228,000	452,000	2,258,000
Digested Sludge Withdrawn (gals)	619,300	680,300	952,900	800,200	971,000	805,000	4,024,000	627,000	3,133,900
Customer Information							14,823		
New Sewer Service Accounts	32	28	32	18	59	34	169	20	102
Permits Issued	25	32	33	34	45	34	169	37	186



BUDGET & FINANCE COMMITTEE

Friday June 2, 2017 @ 7:30 A.M.

Memorandum

Present: Committee Chair Jane Merrill, Committee Members Carl Mills and Michael McDonald, Legal Counsel Anne Poindexter, Utility Director Drew Williams, and Controller Cindy Sheeks.

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

Public Comments – There were no public comments.

Financial Statements and Investments – Ms. Merrill noted that Commercial Revenue is down. Ms. Sheeks said that she met with the Billing Specialist to analyze the trends for the past 12 months. Once balanced billing is complete, more information will be available. Potential for increasing the Commercial Revenue is not very high. Mr. Mills asked if Marsh Supermarkets is paying their bills. Staff will check to see if commercial properties are paying their bills. Ms. Sheeks will send the committee members information as it becomes available. Capital spending continues to follow the projected budget.

IT Review – Mr. Williams reported that since the last Committee meeting there have been quite a few upgrades and improvements with the District's IT system; including the implementation of Red Cloak through Dell Secure Works, to monitor for activity that they have observed in breeches of other companies. The District also switched the cyber insurance coverage to a company that specializes in the field.

Mr. McDonald asked if progress has been made to disallow staff from using the District network for personal email. Mr. Williams indicated that the handbook already addresses this, but Scot was working to implement a "Guest" account to access Wi-Fi totally separate from the District's servers. Staff is involved in mandatory training for internet security. The last phishing email that was sent out to test the staff was not opened by anyone.

District Name Change – Mr. Williams reported that the following names were discussed at the May Board Meeting: Community Sewer Utility, HMB Sewer Utility, Tri-Co Sewer Utility and Renew Sewer Utility. The Board directed Mr. Williams to add the name change item to each committee meeting agenda for discussion and report back at the June Board Meeting.

After some discussion, the Committee will recommend "Clay Regional Sewer Utility". The cost to change the name is still a concern.

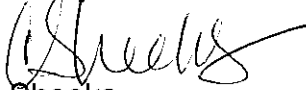
Other Business – Mr. Williams handed out Ordinance No. 06-12-2017, an ordinance to pay for the cost of the local sewers serving Queens Manor, Estancia and surrounding parcels. The sewers are complete and property owners are asking for permits to connect. The first reading should be held at the June Board meeting. Mrs. Poindexter asked that the grammar be edited in the second paragraph of the ordinance.

Ms. Merrill said that she will not be available for the next monthly meeting on June 23. The Committee agreed to meet on Friday June 30, at 7:30 a.m.

The meeting was adjourned at 8:40 a.m.

The next meeting will be Friday June 30, 2017 at 7:30 a.m.

Respectfully submitted,


Cindy Sheeks
Controller

ORDINANCE NO. 06-12-2017

An ordinance to pay for the cost of the local sewers serving Parcels 17-13-03-00-00-028.005, 17-13-04-00-00-084.000, 17-13-03-00-00-028.116, 17-13-03-00-00-028.016, 17-13-03-00-00-028.113, 17-13-03-00-00-028.007, 17-13-03-00-00-028.107 and 17-13-03-00-03-010.000, the Queens Manor Subdivision lots 1 – 31, and the Estancia Subdivision 1-8 in Hamilton County, Indiana; provisions for financing of payment and other matters connected therewith.

WHEREAS, the Board of Trustees of the Clay Township Regional Waste District heretofore approved plans, specifications and estimates and determined to construct, equip, own, operate and maintain sewage works within an area commonly known as Parcels 17-13-03-00-00-028.005, 17-13-04-00-00-084.000, 17-13-03-00-00-028.116, 17-13-03-00-00-028.016, 17-13-03-00-00-028.113, 17-13-03-00-00-028.007, 17-13-03-00-00-028.107 and 17-13-03-00-03-010.000, the Queens Manor Subdivision lots 1 – 31, and the Estancia Subdivision 1-8, and

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE CLAY TOWNSHIP REGIONAL WASTE DISTRICT, Indiana, that:

Section 1. Applicable Fees and Charges.

Every person whose premises are within Parcels 17-13-03-00-00-028.005, 17-13-04-00-00-084.000, 17-13-03-00-00-028.116, 17-13-03-00-00-028.016, 17-13-03-00-00-028.113, 17-13-03-00-00-028.007, 17-13-03-00-00-028.107 and 17-13-03-00-03-010.000, the Queens Manor Subdivision lots 1 – 31, and the Estancia Subdivision 1-8, is to be served by the sewage works of the District shall be charged for the services provided, including a monthly user charge in the amounts and in the manner provided for by the District.

The cost associated with the purchase and installation of the private low pressure pump which includes all apparatuses, lateral assemblies, and the sewer lateral shall be the responsibility of the property owner. These costs are not otherwise included in or covered by this Ordinance.

In addition, every person whose premises, in Parcels 17-13-03-00-00-028.005, 17-13-04-00-00-084.000, 17-13-03-00-00-028.116, 17-13-03-00-00-028.016, 17-13-03-00-00-028.113, 17-13-03-00-00-028.007, 17-13-03-00-00-028.107 and 17-13-03-00-03-010.000, the Queens Manor Subdivision lots 1 – 31, and the Estancia Subdivision 1-8, is to be served by the sewage works of the District shall pay the Local Construction Cost of five thousand three hundred dollars (\$5,300) at such time that said premises is connected to the sewage system of the District or prior to that time. Until paid, the Local Construction Cost shall increase at an annual rate of 2.5% commencing on January 1, 2019 as detailed in Exhibit A.

Section 2. Connection to Sanitary Sewer.

Connection to the sanitary sewer shall be in compliance with the District's Sanitary Sewer Connection Policy.

The owner of property that is to be served by the sewage works of the District must pay in full the Local Construction Cost per this ordinance. The owner shall also pay the Equivalent Dwelling Unit (EDU) fee and Inspection fee in effect at the time of the issuance of the permit for connection or prior to that time to lock in at the current ordinance rate.

Section 3. 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 5. Effective Date.

This Ordinance shall be in full force and effect from and after its passage.

PASSED AND ADOPTED by the Board of Trustees of the Clay Township Regional Waste District on the ____ day of _____, 20____.

BOARD OF TRUSTEES:

ATTEST:

Exhibit A – Queens Manor and Estancia Subdivision Local Construction Cost

Annual Interest Rate – 2.5%

Connection Year	Local Construction Cost
2017	\$ 5,300
2018	\$ 5,300
2019	\$ 5,433
2020	\$ 5,568
2021	\$ 5,708
2022	\$ 5,850
2023	\$ 5,996
2024	\$ 6,146
2025	\$ 6,300
2026	\$ 6,458
2027	\$ 6,619
2028	\$ 6,784
2029	\$ 6,954
2030	\$ 7,128
2031	\$ 7,306
2032	\$ 7,489
2033	\$ 7,676
2034	\$ 7,868
2035	\$ 8,065
2036	\$ 8,266
2037	\$ 8,473
2038	\$ 8,685
2039	\$ 8,902
2040	\$ 9,124
2041	\$ 9,352
2042	\$ 9,586
2043	\$ 9,826
2044	\$ 10,072
2045	\$ 10,323
2046	\$ 10,581
2047	\$ 10,846
2048	\$ 11,117
2049	\$ 11,395
2050	\$ 11,680



PERSONNEL & BENEFITS COMMITTEE

Tuesday May 30, 2017 @ 7:30 A.M.

Memorandum

Present: Committee Chair Barbara Lamb, Committee Members Chuck Ford and Michael Shaver, and Utility Director Drew Williams.

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

Public Comments - There were no public comments.

Safety Report - Mr. Williams indicated there had been no reportable injuries, as a result of consistent safety training. Staff competed in the IWEA Wastewater Operator's Challenge last week, and won the safety competition once again. Mr. Ford suggested that the Board recognize the employees for their accomplishment. Mr. Williams further reported that the District hosted the Challenge this year, and after 8 years of participation, the District's four man team won the entire challenge for the first time. The areas of competition included: Safety, Laboratory, Biosolids Handling/Treatment, Operations, and Control Panel Diagnostics. The four man team, consisting of Jason Lewin, Joe Hood, Matt Starr and Scot Watkins, will represent the State of Indiana at the national competition held in Chicago, in October. The competition is part of the WEFTEC 2017 Annual Conference and gives attendees the opportunity to learn about the latest practices, technologies, solutions and regulations that affect the wastewater industry. Staff members that attend the conference will earn credit hours for the training. Mr. Ford suggested some Board Members attend part of the conference in order to cheer the team on.

The WWTP received a thorough cleaning, in anticipation of the event. Fourteen tons of scrap metal was recycled. The District received many compliments on the WWTP.

Compensation Study/Staffing – Mr. Williams said that the since the Board approved the Emergency Callout Overtime Policy, another utility bored through the District's line, along Springmill Road. This caused an overflow in the Williams Manor subdivision. The large utility poles being installed along Springmill near 111 Street are 95 feet above ground and 15 feet below ground, which is the depth of our sewer line. Staff notified Duke and their subcontractor to remove the pole and documented each step of the process. The situation was stabilized, with bypass pumping ready in case it was needed. One employee remained onsite overnight to make sure the sewer main remained open. A temporary repair was made on Sunday and the final repairs will be made this week once the parts are received. Aaron Strong was in

communication with the HOA president of the affected neighborhood during the event. Ms. Lamb asked if the District has a GIS system that shows exactly where the system is located. Mr. Williams replied that we do and the locate was within inches of the mark; the utility contractor didn't give themselves enough clearance. The claim will be filed with Duke Energy, and will wait to see if they accept responsibility. Mr. Williams commended that staff's response to the issue.

Mr. Williams is waiting for the proposal from Waggoner, Irwin Scheele & Associates in order to complete the Compensation Study. The goal is to have this done by November to be included in the Salary Ordinance for 2018. Mr. Ford asked which entities will be used for comparison in the study. Mr. Williams replied that Waggoner, Irwin Scheele & Associates recently completed Hamilton County's salary study and they have some similar positions. Mr. Williams would like to see locate companies used in the study, since the District has hired some employees away from those types of companies. Mr. Williams explained that the District uses a pay range instead of a maximum pay rate. Ms. Lamb said that in the past, the Board approved the pay ranges and let the managers decide how to move employees up within the ranges. Mr. Ford asked if the District will compare the total budget for salaries to other districts, once the study is complete. Mr. Williams said it had not been done in the past, due to the fact that CTRWD is one of the largest regional sewer districts in the state and also that neighboring utilities are municipal or private and not an accurate comparison. Ms. Lamb commented that a valid study will concentrate on the job descriptions and not just job titles. If the District decides to incorporate the benefit package, it will make it more difficult to make the comparison.

Mr. Williams said that Cindy Sheeks has been a great asset since she joined the staff. Recently, she arranged for customer service staff members to go over to the City of Carmel to meet the employees that provide us with meter reads.

Mr. Shaver asked about the issue that has been mentioned in the past regarding customer's ability to pay their bills online. Mr. Williams said that Ms. Sheeks is researching an alternative to the current setup, and is waiting on a proposal from Invoice Cloud, which has much more functionality than PayGov.

District Name Change - Mr. Williams reported that the Board asked each committee to discuss the District name change. Ms. Lamb said that it didn't seem necessary to pay \$7,000 for another survey. The Committee discussed the options and agreed that Clay Township Regional Sewer District would be a reasonable option for the name change. Marketing efforts, including a descriptive tagline will educate the public on what the District does.

Mr. Shaver recommended researching what domain names would be available if the District changes its name.

Other Business - Mr. Shaver asked if the rate increase could be adjusted down. Mr. Williams replied that the 5% increase is reasonable with capital expenditures in mind for infrastructure maintenance.

Mr. Williams will contact a reporter from the Current in Carmel to run a PR story, once the odor control unit is fully functional at the WWTP. The reporter that covered the District's 40th Anniversary last year said that he would be interested in reporting on it. Another PR story could focus on the positive results of the I & I program. Mr. Shaver offered to reach out to Rafael Sanchez once the odor control unit is running.

The meeting was adjourned at 8:47 a.m.

The next meeting is scheduled for Monday June 26, 2017

Respectfully submitted,



Andrew Williams
Utility Director

ORDINANCE NO. 05-08-2017-A

An ordinance establishing a new District wide schedule of monthly user rates and charges to be collected from the owners of property served by the sewage works of the District and matters connected therewith, replacing Ordinance 05-09-2016.

WHEREAS, based upon the District's 2017 Budget, it is advisable to update the schedule of rates and charges previously established pursuant to Ordinance 05-19-2016; and

WHEREAS, the Board of Trustees desires to change the schedule of monthly user charges,

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

Section 1. The Schedule of Monthly User Charges as set forth here shall supersede and replace the monthly user charges set forth on Exhibit A-1 of Ordinance 05-09-2016.

Metered Users:	User Charge
(1) Treatment Rate:	
Per 1,000 gallons of sewage flow, if measured	
or per 1,000 gallons of water usage if sewage	
flow is not measured	\$2.730
(2) Base Rate – per month, as follows:	
5/8 inch water meter.....	\$12.81
3/4 inch water meter*.....	\$12.81
3/4 inch water meter.....	\$16.13
1 inch water meter*.....	\$12.81
1 inch water meter.....	\$25.29
1 ¼ inch water meter.....	\$37.82
1 ½ inch water meter.....	\$50.30
2 inch water meter.....	\$87.82
3 inch water meter.....	\$196.19
4 inch water meter.....	\$337.89
6 inch water meter.....	\$763.00
8 inch water meter.....	\$1,355.63

*Residential customers with a 3/4 inch meter or 1 inch meter shall be charged a base charge for a 5/8 inch meter.

Unmetered Users:	User Charge
<u>Residential:</u>	
Single family residence/unit	\$31.92
Apartment or trailer court/unit	\$23.94
Duplexes	\$63.84
Triplexes	\$95.76
<u>Commercial:</u>	
Retail establishment:	
First 3 employees	\$31.92
Each additional employee	\$7.98
Gasoline service station:	
With car wash facilities.....	\$71.87

W/O car wash facilities	\$47.91
Restaurants, drive-ins and taverns with eating and/or drinking facilities:	
First 2 employees	\$31.92
Each additional employee	\$10.53
Laundromats – per washer	\$23.25
Car wash, manual – per bay	\$71.87
Professional Office:	
First 2 employees	\$31.92
Each additional employee	\$10.53

Unmetered Users:	User Charge
<u>Government/Institutional:</u>	
School/student:	
First 25 students	\$31.92
Each additional student	\$1.27
Churches, lodges and veterans organizations w/o eating and/or drinking facilities:	
For each 200 members or fraction thereof	\$31.92
Government offices:	
First 3 employees	\$31.92
Each additional employee	\$7.98
<u>Industrial (sanitary flow only):</u>	
First 3 employees	\$31.92
Each additional employee	\$7.98

For the service rendered to the Clay Township Regional Waste District, said District shall be subject to the same rates and charges herein above provided, or to rates and charges established in harmony therewith.

In order to recover the cost of monitoring industrial wastes, the District shall charge the user the actual cost of the monitoring. This charge will be reviewed and revised on the same basis as all other rates and charges in the ordinance.

Section 2. The Application fee shall be \$150.00.

Section 3. The Return Check Charge for NSF (Non-Sufficient Funds) shall be charged in the amount of \$30.00 per check.

Section 4. A Reinspection fee of \$100.00 shall be charged to the property owner for each reinspection if a property fails an inspection or requires more than two inspections.

Section 5. 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 6. The revised monthly user rates shall become effective for service received July 1, 2017 and thereafter.

PASSED AND ADOPTED by the Board of Trustees of the Clay Township Regional Waste District on the ____ day of _____, 2017.

<u>BOARD OF TRUSTEES:</u>	<u>Approve</u>	<u>Oppose</u>	<u>Abstain</u>
<u>Marilyn Anderson</u> Marilyn Anderson President	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Steve Pittman</u> Steve Pittman Vice President	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Michael McDonald</u> Michael McDonald Secretary	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Jane Merrill</u> Jane Merrill Treasurer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Eric Hand</u> Eric Hand	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Carl Mills</u> Carl Mills	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Chuck Ford</u> Chuck Ford	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Barbara A. Lamb</u> Barbara Lamb	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Michael Shaver</u> Michael Shaver	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ATTEST:

Andrew Williams
Utility Director

ORDINANCE NO. 05-08-2017-B

An ordinance amending the sewer surcharge established by Ordinance 09-14-15 to pay for the cost of the local sewers in the Cedar Point Subdivision serving lots 1 - 85 in Hamilton County, Indiana; provisions for financing of payment and other matters connected therewith.

WHEREAS, the Board of Trustees of the Clay Township Regional Waste District heretofore approved plans, specifications and estimates and determined to construct, equip, own, operate and maintain sewage works within an area commonly known as the Cedar Point Subdivision serving lots 1 - 85, and has completed the construction of the sewage works, and has determined the cost is less than originally estimated;

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE CLAY TOWNSHIP REGIONAL WASTE DISTRICT, Indiana, that:

Section 1. Applicable Fees and Charges.

Every person whose premises, Cedar Point Subdivision serving lots 1 – 85, is to be served by the sewage works of the District shall be charged for the services provided, including a monthly user charge in the amounts and in the manner provided for by the District.

The cost associated with the purchase and installation of the private low pressure pump which includes all apparatuses, lateral assemblies, and the sewer lateral shall be the responsibility of the property owner. These costs are not otherwise included in or covered by this Ordinance.

In addition, every person whose premises, in Cedar Point Subdivision lots 1 - 85, is to be served by the sewage works of the District shall pay the Local Construction Cost of Three Thousand Eighty Six Dollars (\$3,086) at such time that said premises is connected to the sewage system of the District or prior to that time. Until paid, the Local Construction Cost shall increase at an annual rate of 2.5% commencing on January 1, 2018 as detailed in Exhibit A.

Upon passage of this ordinance, refunds of One Hundred Forty Two Dollars (\$142) shall be issued for all property owners who paid the estimated cost of Three Thousand Two Hundred Twenty Eight Dollars (\$3,228) before final costs were determined.

Section 2. Connection to Sanitary Sewer.

Connection to the sanitary sewer shall be in compliance with the District's Sanitary Sewer Connection Policy.

The owner of property that is to be served by the sewage works of the District must pay in full the Local Construction Cost per this ordinance. The owner shall also pay the Equivalent Dwelling Unit (EDU) fee and Inspection fee in effect at the time of the issuance of the permit for connection or prior to that time to lock in at the current ordinance rate.

Section 3. Severability.

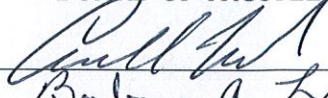
The invalidity of any section, clause, sentence, or provision of this Ordinance shall not affect the validity of any part of this Ordinance which can be given effect without such invalid part or parts.

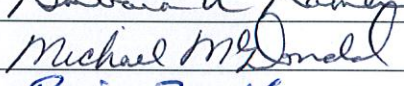
Section 5. Effective Date.


This Ordinance shall be in full force and effect from and after its passage.

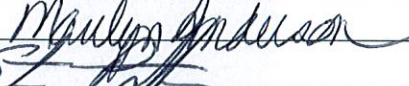
PASSED AND ADOPTED by the Board of Trustees of the Clay Township Regional Waste District on the ____ day of _____, 20__.

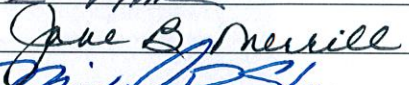
BOARD OF TRUSTEES:




Barbara A. Loney


Michael McDonald


Eric Du Haud


Marilyn Anderson


Jane B. Merrill


Michael R. Shon

ATTEST:

Exhibit A – Cedar Point Local Construction Cost

Annual Interest Rate – 2.5%

Connection Year		Local Construction Cost	
2017		\$ 3,086	
2018		\$ 3,163	
2019		\$ 3,242	
2020		\$ 3,323	
2021		\$ 3,406	
2022		\$ 3,492	
2023		\$ 3,579	
2024		\$ 3,668	
2025		\$ 3,760	
2026		\$ 3,854	
2027		\$ 3,950	
2028		\$ 4,049	
2029		\$ 4,150	
2030		\$ 4,254	
2031		\$ 4,360	
2032		\$ 4,469	
2033		\$ 4,581	
2034		\$ 4,696	
2035		\$ 4,813	
2036		\$ 4,933	
2037		\$ 5,057	
2038		\$ 5,183	
2039		\$ 5,313	
2040		\$ 5,446	
2041		\$ 5,582	
2042		\$ 5,721	
2043		\$ 5,864	
2044		\$ 6,011	
2045		\$ 6,161	
2046		\$ 6,315	
2047		\$ 6,473	
2048		\$ 6,635	
2049		\$ 6,801	
2050		\$ 6,971	