



Clay Township Regional Waste District

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

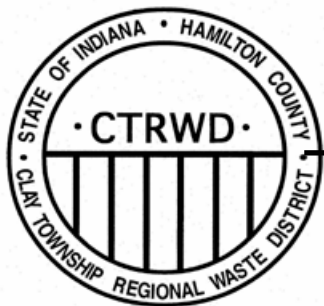
Board of Trustees Meeting Agenda

Monday, August 14, 2017 @ 7:00 p.m.

Clay Township Government Center

10701 N. College Avenue, Indianapolis, IN 46280

- 1. Roll Call**
- 2. Approval of Meeting Memorandum**
 - a. July 10, 2017
- 3. Approval of Claims Docket**
- 4. Public Comment**
- 5. Attorney's Report**
 - a. Project Updates
 - b. Report of Pending Litigation
- 6. Utility Director's Report**
 - a. Director's Report
- 7. Committee Reports**
 - a. Budget & Finance Committee
 - b. Personnel & Benefits Committee
 - c. Capital & Construction Committee
 - i. Dedications
- 8. Old Business**
 - a. District Name Change
- 9. New Business**
 - a. Compensation Study Update
- 10. Adjourn**



BOARD OF TRUSTEES MEETING

Monday, July 10, 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, Steve Pittman and Chuck Ford. Also in attendance: Utility Director Drew Williams, Legal Counsel Scott Wyatt.

Absent: Michael Shaver

The audience sheet is attached.

PUBLIC HEARING

Ms. Anderson read into the record, 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.

Ms. Anderson opened the Public Hearing and asked if anyone wished to speak. There were no public comments. Ms. Anderson closed the Public Hearing.

APPROVAL OF MEMORANDUMS

A motion was made by Mr. Ford to approve the June 12, 2017 Board Meeting Memorandum as presented and was seconded by Ms. Merrill. The motion was approved unanimously.

APPROVAL OF CLAIMS DOCKET

A motion was made by Mr. Mills to approve the Claims Docket totaling \$1,250,861.09 and was seconded by Mr. McDonald. The motion was approved unanimously.

PUBLIC COMMENTS

There were no public comments.

ATTORNEY'S REPORT

Mr. Wyatt had no updates for this meeting.

UTILITY DIRECTOR'S REPORT

Mr. Williams reported that the bids came in lower than expected for the force main relocation that is part of Carmel's 96th Street Roundabout project. The District will see an approximately \$80,000 savings.

BUDGET & FINANCE COMMITTEE

Ms. Merrill reported that there are no action items.

PERSONNEL & BENEFITS COMMITTEE

Ms. Lamb reported that there are no action items.

CAPITAL & CONSTRUCTION COMMITTEE

Mr. Pittman reported that there are no action items.

OLD BUSINESS

Second Reading of Ordinance No. 06-12-2017

Ms. Anderson read into the record, 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.

A motion was made by Ms. Merrill to adopt Ordinance No. 06-12-2017 and was seconded by Mr. Pittman. Ms. Merrill asked if any property owner have shown interest in connecting. Mr. Merkle responded that there have been several connections made. The motion was approved unanimously.

District Naming Proposal

Mr. Williams reported that research has been conducted relating to the proposed name change. When "Trico Regional Sewer Utility" is googled, Trico Water Utilities in South Carolina is the first item listed and then several links to school websites however, nothing that would be confused with the District. A search of website names revealed that there are options available for a web domain, including .eco, a new domain address, which became available in April of this year. Several Board Members liked the .eco domain name. Mr. Ford asked how we would incorporate that into the sewer utility name. Mr. Williams stated that it would be just the extension of the website address. He explained that any addresses we reserve could direct the user to one main website. Trico.com is being used but the website states that the company is no longer in business. They may be willing to sell their domain name. Mr. Williams will continue to pursue the viability of the Trico name and the best possible domain name. Mr. McDonald asked if there is a need to use an outside consultant or research company to vet the name. Ms. Anderson suggested that Board Members ask friends/family for feedback on the name. Mr. Hand

Hand asked what the average costs of domain names might be. Mr. Williams replied that some are as low as \$25.

NEW BUSINESS

Mr. Williams reported that Citizens Westfield has requested a Wholesale Treatment Agreement for the District to treat a portion of their territory north of 146th Street, west of Towne Rd. They did not indicate how far north the territory would span or the capacity that would be required. They were just curious to see if we were interested. The B&F and C&C Committees were able to discuss the request and Mr. Pittman said that the C&C Committee was not in favor of a wholesale agreement; and that an additional study of the area north and west should be done as part of the Master Plan. Since the P&B Committee met prior to the inquiry, Mr. Williams reiterated that the Board did approve earlier this year to provide service to the 32-acre Byrum parcel upon the owner's ability to get Citizens Westfield to release the parcel. A larger study would be required to determine whether the system could handle the substantial increase in flow that would result from accepting flow from the larger area being proposed by Citizens Westfield. Ms. Anderson reminded the Board that Zionsville has talked in the past about the District servicing some areas west of Michigan Road. Mr. Mills said that he, Mr. Pittman, and Mr. Hand will meet with representatives from Zionsville next week to determine the timing of expansion along the Michigan Road corridor. Mr. Williams stated that staff will conduct a study to determine capacity needs to accommodate the growth along Michigan Road.

ADJOURN

A motion was made by Mr. Pittman to adjourn the meeting and was seconded by Mr. Hand. The motion was approved unanimously.

The meeting was adjourned at 7:40 p.m.

The next Board of Trustees Meeting is scheduled for Monday, August 14, 2017 at 7:00 p.m.

Respectfully submitted,



Andrew Williams
Utility Director

Approved:

☐ As Presented
☒ As Amended



Michael McDonald, Secretary



Marilyn Anderson, President

Clay Township Regional Waste District Register of Claims

For the period 7/10/2017-8/20/2017

Payee name	Fund	Check		Invoice amount	Amount Allowed	Invoice Description
		Date	Check number			
Allison Payment Systems LLC	Operating	7/10/17	10316	\$3,345.74		Billing services
Allison Payment Systems LLC	Operating	7/10/17	10316	\$4,852.70		Postage for bills
			10316 Total	\$8,198.44	\$8,198.44	
Hamilton County Recorder	Operating	7/10/17	10317	\$1,608.00		Lien releases 134 @ \$12
			10317 Total	\$1,608.00	\$1,608.00	
Matt Starr	Operating	7/10/17	10318	\$64.20		Mileage - pumps fail
			10318 Total	\$64.20	\$64.20	
Cindy Sighting	Operating	7/11/17	10319	\$40.00		Refund-10652 Park Ave N
			10319 Total	\$40.00	\$40.00	
Jerry or Monique Krider	Operating	7/11/17	10321	\$1,200.00		Refund-overpayment 10093 Cedar Point Dr
			10321 Total	\$1,200.00	\$1,200.00	
Hamilton County Recorder	Operating	7/13/17	10322	\$24.00		2 lien releases
			10322 Total	\$24.00	\$24.00	
AT&T Mobility	Operating	7/18/17	10326	\$826.68		Lift Stations
			10326 Total	\$826.68	\$826.68	
Carmel Utilities	Operating	7/18/17	10327	\$13.27		LS1
Carmel Utilities	Operating	7/18/17	10327	\$12.68		LS 2
Carmel Utilities	Operating	7/18/17	10327	\$25.78		LS 26
			10327 Total	\$51.73	\$51.73	
Citizens Energy Group	Operating	7/18/17	10328	\$44.11		LS 17
Citizens Energy Group	Operating	7/18/17	10328	\$89.63		Plant Water
			10328 Total	\$133.74	\$133.74	
Fisher Scientific	Operating	7/18/17	10329	\$681.84		Sewer sampling
			10329 Total	\$681.84	\$681.84	
Indiana State Central Collection Unit	Operating	7/18/17	10330	\$55.00		Child Support fee
			10330 Total	\$55.00	\$55.00	
IPL	Operating	7/18/17	10331	\$8,265.50		LS 2
			10331 Total	\$8,265.50	\$8,265.50	
Joe Hood	Operating	7/18/17	10332	\$107.00		Mileage reimbursement
			10332 Total	\$107.00	\$107.00	
Kinetrex Energy	Operating	7/18/17	10333	\$7.86		Plant natural gas
			10333 Total	\$7.86	\$7.86	
Spectrum Business	Operating	7/18/17	10334	\$224.00		Internet service
			10334 Total	\$224.00	\$224.00	
Town of Zionsville Parks	Operating	7/18/17	10335	\$250.00		Creekfest Sponsorship - CTRWD
			10335 Total	\$250.00	\$250.00	
Hamilton County Recorder	Operating	7/19/17	10336	\$1,768.00		rls 134x's 13, 1x;s 26
			10336 Total	\$1,768.00	\$1,768.00	
AFLAC	Operating	7/25/17	10337	\$521.44		Aflac
			10337 Total	\$521.44	\$521.44	
AT&T Mobility	Operating	7/25/17	10338	\$969.95		Montly Mobile Service
			10338 Total	\$969.95	\$969.95	
Cindy Sheeks	Operating	7/25/17	10339	\$45.70		Reim/Mileage
			10339 Total	\$45.70	\$45.70	
Hamilton County Recorder	Operating	7/25/17	10340	\$25.00		Lien release - 10461 Chester Dr
			10340 Total	\$25.00	\$25.00	
Helen Matekunas or Ian David Harrison	Operating	7/25/17	10341	\$147.08		Refund-1570 W 96th St
			10341 Total	\$147.08	\$147.08	
Robert S Bailey	Operating	7/25/17	10342	\$22.60		Refund-9628 Summerlakes Dr
			10342 Total	\$22.60	\$22.60	
Joseph A McGinnis	Operating	7/25/17	10343	\$17.61		Refund-3725 Zucker Ct
			10343 Total	\$17.61	\$17.61	
William I Coons	Operating	7/25/17	10345	\$15.78		Refund-11522 Blossom Way
			10345 Total	\$15.78	\$15.78	
Steven J Glazier	Operating	7/25/17	10346	\$23.52		Refund-12416 Bellingrath
			10346 Total	\$23.52	\$23.52	
Michael K Morroff	Operating	7/25/17	10347	\$25.20		Refund-13480 Violet Way
			10347 Total	\$25.20	\$25.20	
Kevin Hohman	Operating	7/25/17	10348	\$27.80		Refund-4697 Ridgewood Dr
			10348 Total	\$27.80	\$27.80	
Jill or Matthew Burnett	Operating	7/25/17	10349	\$30.40		Refund-2422 Londonberry Blvd
			10349 Total	\$30.40	\$30.40	
Sara Chan	Operating	7/25/17	10350	\$6.81		Refund-10853 Lexington
			10350 Total	\$6.81	\$6.81	
James L Switzer	Operating	7/25/17	10351	\$30.40		Refund-10392 Connaught Dr
			10351 Total	\$30.40	\$30.40	
Svetlana Gerkerov	Operating	7/25/17	10352	\$27.36		Refund-13796 Magic Stallion
			10352 Total	\$27.36	\$27.36	

Joel Phillips	Operating	7/25/17	10353	\$28.64		Refund-14199 Nicholas dr
			10353 Total	\$28.64	\$28.64	
Toby Hahn	Operating	7/25/17	10354	\$24.86		Refund-14143 Welford Way
			10354 Total	\$24.86	\$24.86	
James W Padgett	Operating	7/25/17	10355	\$22.37		Refund-11515 Ralston Ave
			10355 Total	\$22.37	\$22.37	
Mark Vandenbraden	Operating	7/25/17	10356	\$32.70		Refund-3497 Millbrae Dr
			10356 Total	\$32.70	\$32.70	
Patricia Davis	Operating	7/25/17	10357	\$60.80		Refund-11514 Woodview Dr E
			10357 Total	\$60.80	\$60.80	
Lorraine Batchelder	Operating	7/25/17	10358	\$17.40		Refund-10548 Coppergate Dr
			10358 Total	\$17.40	\$17.40	
Brenton or Dawn Stephens	Operating	7/25/17	10359	\$42.02		Refund-13855 Fieldshire Terrace
			10359 Total	\$42.02	\$42.02	
Mark or Andra Walters	Operating	7/25/17	10360	\$22.60		Refund-11553 Summit Circle
			10360 Total	\$22.60	\$22.60	
Manas Lakshmiopathy	Operating	7/25/17	10361	\$30.40		Refund-13664 Stanford Dr
			10361 Total	\$30.40	\$30.40	
Marcus Riley	Operating	7/25/17	10362	\$26.88		Refund-10697 Pimlico Circle
			10362 Total	\$26.88	\$26.88	
Lisa Gause	Operating	7/25/17	10363	\$17.60		Refund-2028 Fahey Dr
			10363 Total	\$17.60	\$17.60	
Keith Harvey	Operating	7/25/17	10364	\$64.28		Refund-10655 Vali Dr
			10364 Total	\$64.28	\$64.28	
Michelle Hanzely	Operating	7/25/17	10365	\$22.60		Refund-14286 Pemberton Ln
			10365 Total	\$22.60	\$22.60	
James Harris	Operating	7/25/17	10366	\$11.19		Refund-11863 Avedon Way
			10366 Total	\$11.19	\$11.19	
Ray Caplola	Operating	7/25/17	10367	\$30.40		Refund-12616 Malcombe St
			10367 Total	\$30.40	\$30.40	
Kerstin Rodgers	Operating	7/25/17	10368	\$19.14		Refund-11811 Yale
			10368 Total	\$19.14	\$19.14	
Stephanie Soerens	Operating	7/25/17	10369	\$25.20		Refund-Treaty Line St
			10369 Total	\$25.20	\$25.20	
Sherri Roberts	Operating	7/25/17	10370	\$18.08		Refund-2382 Blisland St
			10370 Total	\$18.08	\$18.08	
Lasantha Ubayasena	Operating	7/25/17	10371	\$24.24		Refund-13604 Standfodl Dr
			10371 Total	\$24.24	\$24.24	
Susam Tometczak	Operating	7/25/17	10372	\$30.40		Refund-12664 Apsley Lane
			10372 Total	\$30.40		
Shon Mattly	Operating	7/25/17	10373	\$32.42		Refund-14118 Breeders Ct
			10373 Total	\$32.42	\$32.42	
UniFirst Corporation	Operating	7/25/17	10374	\$53.00		Plant expenses
			10374 Total	\$53.00	\$53.00	
Colleen Byrnes	Operating	7/25/17	10375	\$25.52		Mileage
			10375 Total	\$25.52	\$25.52	
Boone County Recorder	Operating	7/26/17	10378	\$50.00		Lien filing/lien release
			10378 Total	\$50.00	\$50.00	
Boone County Recorder	Operating	7/28/17	10379	\$125.00		Lien releases
			10379 Total	\$125.00	\$125.00	
Ryan Hartman	Operating	7/28/17	10380	\$33.00		Fuel for CTRWD #95
			10380 Total	\$33.00	\$33.00	
Hamilton County Recorder	Operating	8/2/17	10381	\$25.00		Lien 1 @ \$25
			10381 Total	\$25.00	\$25.00	
Aaron Strong	Operating	7/31/17	10382	\$30.00		July cell phone
			10382 Total	\$30.00	\$30.00	
AT & T	Operating	7/31/17	10383	\$591.90		Plant utilities
			10383 Total	\$591.90	\$591.90	
Barbara Lamb	Operating	7/31/17	10384	\$150.00		July Board fees
			10384 Total	\$150.00	\$150.00	
Brian Alexander	Operating	7/31/17	10385	\$30.00		July cell phone
			10385 Total	\$30.00	\$30.00	
Carl S. Mills	Operating	7/31/17	10386	\$100.00		July Board fees
			10386 Total	\$100.00	\$100.00	
Carmel Utilities	Operating	7/31/17	10387	\$2,095.13		Line maintenance fees
			10387 Total	\$2,095.13	\$2,095.13	
Carmel Utilities	Operating	7/31/17	10388	\$96,567.41		July flow to Carmel
Carmel Utilities	Operating	7/31/17	10388	\$1,061.40		July meter reads
			10388 Total	\$97,628.81	\$97,628.81	
Carmel Utilities	Operating	7/31/17	10389	\$37.96		Stormwater fees 7/17
			10389 Total	\$37.96	\$37.96	
Charles Ford	Operating	7/31/17	10390	\$100.00		July Board fees
			10390 Total	\$100.00	\$100.00	
Cindy Sheeks	Operating	7/31/17	10391	\$30.00		July cell phone
			10391 Total	\$30.00	\$30.00	

Clay Township Trustee	Operating	7/31/17	10392	\$1,293.96		Township fees
			10392 Total	\$1,293.96	\$1,293.96	
Eric Hand	Operating	7/31/17	10393	\$15.00		Board fees
			10393 Total	\$15.00	\$15.00	
Eric Luis Delacruz	Operating	7/31/17	10394	\$30.00		July cell phone
			10394 Total	\$30.00	\$30.00	
IPL	Operating	7/31/17	10395	\$80.45		LS 24
IPL	Operating	7/31/17	10395	\$343.05		LS 9
IPL	Operating	7/31/17	10395	\$970.88		LS 10
IPL	Operating	7/31/17	10395	\$85.09		LS 12
IPL	Operating	7/31/17	10395	\$498.93		LS 8
IPL	Operating	7/31/17	10395	\$97.95		LS 3
IPL	Operating	7/31/17	10395	\$62.41		LS 20
IPL	Operating	7/31/17	10395	\$39.72		LS 22
IPL	Operating	7/31/17	10395	\$40.81		LS 25
IPL	Operating	7/31/17	10395	\$39.82		LS 18
IPL	Operating	7/31/17	10395	\$6,160.92		LS 2
			10395 Total	\$8,420.03	\$8,420.03	
Jane B. Merrill	Operating	7/31/17	10396	\$100.00		July Board fees
			10396 Total	\$100.00	\$100.00	
Jeffrey Martin	Operating	7/31/17	10397	\$30.00		July cell phone
			10397 Total	\$30.00	\$30.00	
Kermin Huntley	Operating	7/31/17	10398	\$30.00		July Cell Phone
			10398 Total	\$30.00	\$30.00	
Marilyn Anderson	Operating	7/31/17	10399	\$200.00		July Board fees
			10399 Total	\$200.00	\$200.00	
Michael A. McDonald	Operating	7/31/17	10400	\$200.00		July Board fees
			10400 Total	\$200.00	\$200.00	
Nathan Crowder	Operating	7/31/17	10401	\$30.00		July cell phone
			10401 Total	\$30.00	\$30.00	
Republic Services #761	Operating	7/31/17	10402	\$264.70		Trash service 7/17
			10402 Total	\$264.70	\$264.70	
Steve Pittman	Operating	7/31/17	10403	\$150.00		July Board fees
			10403 Total	\$150.00	\$150.00	
Vectren Energy Delivery	Operating	7/31/17	10404	\$49.04		Plant natural gas
			10404 Total	\$49.04	\$49.04	
ACE Technologies, LLC	Operating	7/31/17	10405	\$800.00		Collection support
ACE Technologies, LLC	Operating	7/31/17	10405	\$600.00		Plant service and support
ACE Technologies, LLC	Operating	7/31/17	10405	\$2,604.62		Plant Support
ACE Technologies, LLC	Operating	7/31/17	10405	\$30,543.54		SCADA Upgrades
ACE Technologies, LLC	Operating	7/31/17	10405	\$300.00		Plant Support
ACE Technologies, LLC	Operating	7/31/17	10405	\$600.00		Plant support
ACE Technologies, LLC	Operating	7/31/17	10405	\$2,134.83		Collection support
ACE Technologies, LLC	Operating	7/31/17	10405	\$1,300.00		Collection support
ACE Technologies, LLC	Operating	7/31/17	10405	\$1,189.09		Collection service
			10405 Total	\$40,072.08	\$40,072.08	
Allison Payment Systems LLC	Operating	7/31/17	10406	\$3,580.43		Invoice prep and mailing
Allison Payment Systems LLC	Operating	7/31/17	10406	\$4,862.74		Postage
			10406 Total	\$8,443.17	\$8,443.17	
Bee Green Lawn Care & Plant Healthcare	Operating	7/31/17	10407	\$100.00		Plant mowing 7/18 & 7/25
Bee Green Lawn Care & Plant Healthcare	Operating	7/31/17	10407	\$53.00		Mowing - admin office
			10407 Total	\$153.00	\$153.00	
Connect Electric Inc	Operating	7/31/17	10408	\$325.00		Repair work
Connect Electric Inc	Operating	7/31/17	10408	\$925.00		Repairs
			10408 Total	\$1,250.00	\$1,250.00	
Continental Research Corporation	Operating	7/31/17	10409	\$1,161.17		Plant R & M
			10409 Total	\$1,161.17	\$1,161.17	
Cummins Crosspoint	Operating	7/31/17	10410	\$1,170.12		Repairs-prevent maint-PO 1521
Cummins Crosspoint	Operating	7/31/17	10410	\$472.88		Preventive maintenance-PO 1521
Cummins Crosspoint	Operating	7/31/17	10410	\$768.25		Full service maintenance
Cummins Crosspoint	Operating	7/31/17	10410	\$298.05		Preventive maintenance
Cummins Crosspoint	Operating	7/31/17	10410	\$289.97		Preventive maintenance
Cummins Crosspoint	Operating	7/31/17	10410	\$376.32		Maintenance
Cummins Crosspoint	Operating	7/31/17	10410	\$305.25		Maintenance - PO1521
Cummins Crosspoint	Operating	7/31/17	10410	\$301.65		Maintenance - PO 1521
Cummins Crosspoint	Operating	7/31/17	10410	\$914.24		Maintenance
Cummins Crosspoint	Operating	7/31/17	10410	\$581.55		Maintenance
Cummins Crosspoint	Operating	7/31/17	10410	\$582.75		Maintenance - PO1421
Cummins Crosspoint	Operating	7/31/17	10410	\$299.25		Maintenance - po 1521
Cummins Crosspoint	Operating	7/31/17	10410	\$843.91		Maintenance - PO 1521
Cummins Crosspoint	Operating	7/31/17	10410	\$965.63		Maintenance
			10410 Total	\$8,169.82	\$8,169.82	
Current Publishing	Operating	7/31/17	10411	\$100.08		Legal ad - Rate Ordinance
			10411 Total	\$100.08	\$100.08	
Dell Marketing L.P.	Operating	7/31/17	10412	\$950.04		Computer expenses

			10412 Total	\$950.04	\$950.04	
DLZ Indiana, LLC	Operating	7/31/17	10413	\$150.00		Cons Insp-VOWC Uptown
DLZ Indiana, LLC	Operating	7/31/17	10413	\$3,075.00		Cons Insp-Heritage @ Springmill
DLZ Indiana, LLC	Operating	7/31/17	10413	\$5,437.50		Cons Insp-Shadow Wood
DLZ Indiana, LLC	Operating	7/31/17	10413	\$787.50		Cons Insp-One One Six Apartments
			10413 Total	\$9,450.00	\$9,450.00	
Element Materials Technology Daleville, LI	Operating	7/31/17	10414	\$211.03		Sewer sampling
Element Materials Technology Daleville, LI	Operating	7/31/17	10414	\$142.00		Sewer sampling
			10414 Total	\$353.03	\$353.03	
Environmental Products & Access LLC	Operating	7/31/17	10415	\$1,400.63		Line maintenance
			10415 Total	\$1,400.63	\$1,400.63	
Environmental Products & Access LLC	Operating	7/31/17	10416	\$64.90		Line maintenance
			10416 Total	\$64.90	\$64.90	
Environmental Resource Associates	Operating	7/31/17	10417	\$542.46		Sewer sampling - PO 1489
			10417 Total	\$542.46	\$542.46	
Environmental Systems Research Institute	Operating	7/31/17	10418	\$9,600.00		ARC GIS Maintenance
			10418 Total	\$9,600.00	\$9,600.00	
Exclaimer, Ltd.	Operating	7/31/17	10419	\$317.00		Software
			10419 Total	\$317.00	\$317.00	
FACO	Operating	7/31/17	10420	\$921.16		Plant R & M
			10420 Total	\$921.16	\$921.16	
Fast Signs #240301	Operating	7/31/17	10421	\$375.60		Banner
			10421 Total	\$375.60	\$375.60	
Fastenal Company	Operating	7/31/17	10422	\$9.04		Plant R & M
Fastenal Company	Operating	7/31/17	10422	\$282.59		Plant R & M
Fastenal Company	Operating	7/31/17	10422	\$42.00		Plant R & M
Fastenal Company	Operating	7/31/17	10422	\$257.65		Plant R & M
Fastenal Company	Operating	7/31/17	10422	\$447.31		Plant R & M
Fastenal Company	Operating	7/31/17	10422	\$84.99		Plant R & M
Fastenal Company	Operating	7/31/17	10422	\$130.85		Safety materials
Fastenal Company	Operating	7/31/17	10422	\$24.44		Safety materials
			10422 Total	\$1,278.87	\$1,278.87	
Gordon Plumbing, Inc	Operating	7/31/17	10423	\$325.00		Repairs
			10423 Total	\$325.00	\$325.00	
Grainger	Operating	7/31/17	10424	\$158.70		Plant R & M
			10424 Total	\$158.70	\$158.70	
Graves Plumbing Company, Inc.	Operating	7/31/17	10425	\$74,408.99		CIP-Proj 1505-Plant Odor control
			10425 Total	\$74,408.99	\$74,408.99	
Indy Express, Inc.	Operating	7/31/17	10426	\$173.40		Mail delivery
			10426 Total	\$173.40	\$173.40	
IT Indianapolis	Operating	7/31/17	10427	\$484.00		IT Service
IT Indianapolis	Operating	7/31/17	10427	\$384.00		IT Services
IT Indianapolis	Operating	7/31/17	10427	\$778.70		Datto storage
IT Indianapolis	Operating	7/31/17	10427	\$384.00		Office 365
IT Indianapolis	Operating	7/31/17	10427	\$3,359.30		Monthly support
			10427 Total	\$5,390.00	\$5,390.00	
IUPPS	Operating	7/31/17	10428	\$2,186.90		Monthly tickets
			10428 Total	\$2,186.90	\$2,186.90	
Jason Lewin	Operating	7/31/17	10429	\$101.65		Mileage
			10429 Total	\$101.65	\$101.65	
Joe Hood	Operating	7/31/17	10430	\$26.75		Mileage
			10430 Total	\$26.75	\$26.75	
Landmark	Operating	7/31/17	10431	\$115.00		Plant R & M
			10431 Total	\$115.00	\$115.00	
M S Consultants, Inc	Operating	7/31/17	10432	\$1,482.00		CIP-Proj 1702-96th Keystone
			10432 Total	\$1,482.00	\$1,482.00	
Merrell Brothers, Inc.	Operating	7/31/17	10433	\$8,581.92		Bio-solid disposal
			10433 Total	\$8,581.92	\$8,581.92	
Midwest Water Group, Inc.	Operating	7/31/17	10434	\$1,071.00		Manhole lining
			10434 Total	\$1,071.00	\$1,071.00	
Neenah Foundry Co.	Operating	7/31/17	10435	\$846.00		Manhole R & M
Neenah Foundry Co.	Operating	7/31/17	10435	\$4,277.60		Manhole R & M
			10435 Total	\$5,123.60	\$5,123.60	
NickPrint, Inc.	Operating	7/31/17	10436	\$1,788.00		CTRWD Brochures
			10436 Total	\$1,788.00	\$1,788.00	
OneZone	Operating	7/31/17	10437	\$250.00		Membership dues
			10437 Total	\$250.00	\$250.00	
Professional Garage Door Systems, Inc	Operating	7/31/17	10438	\$1,320.00		Reparis
			10438 Total	\$1,320.00	\$1,320.00	
Quench USA, Inc.	Operating	7/31/17	10439	\$99.00		Water dispenser
			10439 Total	\$99.00	\$99.00	
Ray Clemens	Operating	7/31/17	10440	\$500.00		Cleaning
Ray Clemens	Operating	7/31/17	10440	\$400.00		Cleaning service
			10440 Total	\$900.00	\$900.00	
Reynolds Construction LLC	Operating	7/31/17	10441	\$899,690.11		CIP-Proj 1601-106th St Forcemain

			10441 Total	\$899,690.11	\$899,690.11	
Reynolds Farm Equipment	Operating	7/31/17	10442	\$8,149.00		CIP-John Deere Z930
			10442 Total	\$8,149.00	\$8,149.00	
Runyon Equipment Rental	Operating	7/31/17	10443	\$330.00		Edger/Power washer
			10443 Total	\$330.00	\$330.00	
Safety Resources, Inc.	Operating	7/31/17	10444	\$1,190.94		Safety training
			10444 Total	\$1,190.94	\$1,190.94	
Signius Communications	Operating	7/31/17	10445	\$73.64		Answering service
Signius Communications	Operating	7/31/17	10445	\$71.96		Answering service
			10445 Total	\$145.60	\$145.60	
Taylor Oil Company, Inc.	Operating	7/31/17	10446	\$167.33		Synolan 1000 ISO 220 (pail)
Taylor Oil Company, Inc.	Operating	7/31/17	10446	\$1,332.95		Fuel
Taylor Oil Company, Inc.	Operating	7/31/17	10446	\$28.39		Fuel-Truck 45
			10446 Total	\$1,528.67	\$1,528.67	
Taylor Systems, Inc.	Operating	7/31/17	10447	\$104.15		Monthly billing
			10447 Total	\$104.15	\$104.15	
Tyco Integrated Security LLC	Operating	7/31/17	10448	\$614.93		Alarm service
			10448 Total	\$614.93	\$614.93	
UniFirst Corporation	Operating	7/31/17	10449	\$47.00		Uniforms
UniFirst Corporation	Operating	7/31/17	10449	\$47.00		Uniforms
UniFirst Corporation	Operating	7/31/17	10449	\$53.00		Uniforms
			10449 Total	\$147.00	\$147.00	
Utility Supply Company	Operating	7/31/17	10450	\$36.77		Equipment repairs
Utility Supply Company	Operating	7/31/17	10450	\$67.32		Line Maintenance
			10450 Total	\$104.09	\$104.09	
Vasey Commercial Heating & AC, Inc.	Operating	7/31/17	10451	\$80.23		Repairs
Vasey Commercial Heating & AC, Inc.	Operating	7/31/17	10451	\$819.00		Maintenance agreement
			10451 Total	\$899.23	\$899.23	
Whipps, Inc.	Operating	7/31/17	10452	\$816.00		Plant R & M
			10452 Total	\$816.00	\$816.00	
Xylem Dewatering Solutions Inc	Operating	7/31/17	10453	\$1,149.50		Lift Station R & M PO 1535
			10453 Total	\$1,149.50	\$1,149.50	
GRW	Interceptor	7/31/17	10454	\$3,842.50		CIP-Proj 1601-106th St FM
GRW	Interceptor	7/31/17	10454	\$820.00		CIP-Proj 1602-Springmill-Interceptor
			10454 Total	\$4,662.50	\$4,662.50	
Duke Energy	Operating	7/7/17	201706142	\$2,221.28		LS 1
			201706142 Total	\$2,221.28	\$2,221.28	
Duke Energy	Operating	7/7/17	201706143	\$143.05		LS 5
			201706143 Total	\$143.05	\$143.05	
Duke Energy	Operating	7/7/17	201706144	\$482.15		LS26
			201706144 Total	\$482.15	\$482.15	
Duke Energy	Operating	7/7/17	201706145	\$157.30		LS21
			201706145 Total	\$157.30	\$157.30	
Duke Energy	Operating	7/10/17	201706146	\$325.78		LS 19
			201706146 Total	\$325.78	\$325.78	
Duke Energy	Operating	7/13/17	201706147	\$899.19		LS14
			201706147 Total	\$899.19	\$899.19	
Duke Energy	Operating	7/17/17	201706149	\$5.48		LS 11
			201706149 Total	\$5.48	\$5.48	
Duke Energy	Operating	7/17/17	201706150	\$3,761.81		Plant services
			201706150 Total	\$3,761.81	\$3,761.81	
ADP	Operating	7/7/17	201707033	\$78.46		Workforce now bundle fees
			201707033 Total	\$78.46	\$78.46	
PNC Bank	Operating	7/25/17	201707034	\$4,659.27		CC EXPENSES JUNE 2017
			201707034 Total	\$4,659.27	\$4,659.27	
Duke Energy	Operating	7/14/17	201707035	\$994.93		LS
			201707035 Total	\$994.93	\$994.93	
ADP	Operating	7/18/17	201707171	\$57,572.68		Payroll PPE 7/14/17
			201707171 Total	\$57,572.68	\$57,572.68	
Empower Retirement (Hoosier START)	Operating	7/17/17	201707172	\$6,983.64		401A, Roth, 457B
			201707172 Total	\$6,983.64	\$6,983.64	
ADP	Operating	7/14/17	201707173	\$127.33		Payroll PPE 6/30/17
			201707173 Total	\$127.33	\$127.33	
Duke Energy	Operating	8/4/17	201707181	\$2,813.57		LS1
			201707181 Total	\$2,813.57	\$2,813.57	
Duke Energy	Operating	8/2/17	201707182	\$59.03		LS 6
			201707182 Total	\$59.03	\$59.03	
Duke Energy	Operating	8/4/17	201707183	\$160.40		LS 21
			201707183 Total	\$160.40	\$160.40	
Duke Energy	Operating	8/4/17	201707184	\$392.95		LS 4
			201707184 Total	\$392.95	\$392.95	
Duke Energy	Operating	8/4/17	201707185	\$455.50		LS 26
			201707185 Total	\$455.50	\$455.50	
Vectren Energy Delivery	Operating	7/27/17	201707186	\$21.51		LS 10
Vectren Energy Delivery	Operating	7/27/17	201707186	\$48.25		LS 2

Vectren Energy Delivery	Operating	7/27/17	201707186	\$52.01		LS 4
Vectren Energy Delivery	Operating	7/27/17	201707186	\$50.10		PLANT NATURAL GAS
			201707186 Total	\$171.87	\$171.87	
Anthem Blue Cross Blue Shield	Operating	7/30/17	201707187	\$25,997.98		Employee insurance
			201707187 Total	\$25,997.98	\$25,997.98	
ADP	Operating	7/21/17	201707211	\$102.18		Workforce now bundle fees
			201707211 Total	\$102.18	\$102.18	
ADP	Operating	7/31/17	201707311	\$54,712.66		PPE 7/28/17
			201707311 Total	\$54,712.66	\$54,712.66	
Empower Retirement (Hoosier START)	Operating	7/31/17	201707312	\$6,721.26		401A, Roth, 457B PPE 7/28/17
			201707312 Total	\$6,721.26	\$6,721.26	
Mutual of Omaha	Operating	8/1/17	201707315	\$3,602.48		Insurance-STD, LTD, Life
			201707315 Total	\$3,602.48	\$3,602.48	
Duke Energy	Operating	8/8/17	201708081	\$146.16		LS 5
			201708081 Total	\$146.16	\$146.16	
Duke Energy	Operating	8/9/17	201708091	\$78.35		LS 19
			201708091 Total	\$78.35	\$78.35	
Duke Energy	Operating	8/14/17	201708141	\$971.45		LS 14
			201708141 Total	\$971.45	\$971.45	
Duke Energy	Operating	8/15/17	201708151	\$991.57		LS 17
			201708151 Total	\$991.57	\$991.57	
Duke Energy	Operating	8/16/17	201708161	\$138.66		LS 16
			201708161 Total	\$138.66	\$138.66	
Duke Energy	Operating	8/16/17	201708162	\$20,119.38		Plant
			201708162 Total	\$20,119.38	\$20,119.38	
PNC Bank	Operating	8/25/17	201708163	\$3,117.71		CC Expenses July 2017
			201708163 Total	\$3,117.71	\$3,117.71	
Duke Energy	Operating	8/7/17	201708164	\$244.96		LS 11 7/17
			201708164 Total	\$244.96	\$244.96	
Duke Energy	Operating	7/30/17	201708165	\$356.35		LS 23 7/17
			201708165 Total	\$356.35	\$356.35	
ADP	Operating	7/28/17	201708166	\$127.33		Monthly Workforce Now fees
			201708166 Total	\$127.33	\$127.33	
Citizens State Bank	Operating	7/30/17	201708167	\$20.00		Service fees - July
			201708167 Total	\$20.00	\$20.00	
			Grand Total	\$1,445,515.70		

ALLOWANCE OF CLAIMS

We have examined the claims listed on the foregoing Register of Claims, consisting of 7 pages, and except for claims not allowed as shown on the register, such claims are hereby allowed in the total amount of \$1,445,515.70

<u>Scott M. Felt</u>	<u>Eric M. Hand</u>	<u>Jane B. Merrill</u>
<u>Burton A. Lamb</u>	<u>Marilyn Anderson</u>	<u>Chuck F. Felt</u>
<u>Michael McDonald</u>	<u>Scott M. Felt</u>	<u>Michael Shuman</u>

THE CTRWD CONNECTION

Volume 10, Issue 8 August 2017
MONTHLY NEWSLETTER

CUSTOMER SERVICE/BILLING - SHELLY KEEFE

One contract lien was paid in full in July, leaving 15 contract accounts. The total lien balance is \$21,772.73.

Customer Service is expecting a higher than normal call volume in August as a result of the rate increase and the balanced billing updates. There are usually about 100-125 requests for individual account reviews once the bills are received. Staff met this week to review ways to use these calls to educate customers on the value of the service they receive from the District, in contrast to using a defensive approach.

In July, 22 new customers were added to billing and 40 permits were issued. The total number of customers receiving their statement by email is now 2,297.

Congratulations to Bob Roudebush for being awarded the Ricky D. Dodd Public Outreach Award. This is awarded by the IWEA's Public Communications & Outreach Committee to an individual who has demonstrated significant accomplishments in promoting awareness and understanding of the importance of preserving and enhancing our water environment through the development and implementation of education and outreach programs. To be considered, the individual must be nominated by a current member of IWEA. Eligible individuals must have a significant presence in Indiana and must demonstrate a commitment to educating and promoting awareness and understanding of water environment issues focusing on one or more of the following groups: Professionals in the wastewater industry outside of the nominee's organization, Elementary, Middle, High School, or College Students or Social/Civic Groups the General Public.

INSIDE THIS ISSUE

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

CONSTRUCTION & ENGINEERING - WES MERKLE**Engineering Update**

July was another busy month for the Engineering Group. Staff completed 742 locates, 69 I&I inspections and 38 lateral inspections. Two failed I&I inspections found issues requiring correction. There is a lot of work going on in our service area this summer – in addition to our own projects, private development and construction activity remains very strong along with numerous road, path and drainage projects planned and underway by the City of Carmel.

Construction Update

Crews are nearly finished with punch list items on the new odor control system at the plant. Performance testing will be completed at the end of summer. Monitoring continues to show the equipment eliminates hydrogen sulfide from the pretreatment building and influent splitter.

Rapid progress has been made in the last month on the 106th Street Parallel Forcemain project. Crews have installed over 12,000 feet of pipe along the corridor. Up to eight crews have been on site, which is expected to continue through August. Substantial completion is due September 15, so by that date all piping must be installed and operational, with testing completed and passed.

The Springmill Parallel Interceptor project is still on hold until other utilities relocate at 111th Street for Carmel's roundabout project. Crews have completed final grading and seeding where sewer has been installed.

PLANT REPORT - SCOT WATKINS

Twenty one FOG inspections were completed with no violations observed. Becky's Bake Shop installed a new grease trap as requested by the District.

The District hosted a booth at CarmelFest again this year. The booth was busy for a good part of the two days. A big thank you to Shaun, Jason, Colleen, Edie and Matt for representing the District well and providing educational material to all the patrons. The District will also have a booth at Zionsville's Creekfest (www.zionsville-in.gov/creekfest) on Saturday, August 19th from 10 a.m. - 1 p.m. This is an outreach event to celebrate Eagle Creek that will include a stream cleanup, musical entertainment, a creek-stomp for kids and educational booths.

The District preventative maintenance program has helped to avoid several failures during operations. During annual maintenance on the process actuators, three motors were found to be failing and have since been replaced. All the District's cranes, hoists and air compressors were inspected by Brehob. The air dryer in the Biosolids building had failed and was subsequently replaced. During the generator inspection it was found that the idle control sensor had failed; this prevented the generator from fully reaching operating speeds and producing the correct voltage to power the plant. This sensor has been replaced and the generator is now fully functional.



Saturday August 19, 2017

COLLECTIONS REPORT - AARON STRONG

Collections staff televised 31,780 feet of sewer main in July bringing our total to 218,864 feet in the Year 2 Inspection Schedule. Televising inspections revealed a Bright House Networks grounding rod piercing a District main located on Autumn Ash Drive in Zionsville. Bright House will pull the grounding rod and Fluid Waste Services will install a Cured-In-Place Pipe (CIPP) line patch to repair the damage. A claim has been opened with Bright House to reimburse the District.

Yearly generator preventative maintenance inspections were performed last month, 2 portable generators failed the 2 hour load bank testing. Load bank testing is a method of validating the correct operational performance of a generator exercised under a simulated load for 2 hours. Both generators were repaired by an electrician and subsequently passed load testing.

July marked the start of yearly line cleaning as identified by the District's televising inspection program; Crews cleaned over 15,000 feet of sewer main, primarily in the Lift Station 10 Basin. Sixty-five sewer mains were identified as needing cleaned in this year's cleaning and inspection cycle.

Manhole repair crews have started raising buried manholes, grouting manhole chimney sections and cleaning bench walls. In coordination with their efforts, contractors will be performing work on 32 manholes. Contractor work includes raising manholes that require precast concrete risers to achieve proper grade. Contractors will also utilize chemical grout to stop sources of water infiltration near manhole joints and boots. Bids to perform this work are due by August 11 and work is expected to be completed in September.



Operators Challenge 2017 - Chicago, IL

October 2, 2017

The District's Wastewater Challenge team has selected the name "Mechanical Seals" and has ordered their competition jerseys for the WEFTEC challenge. The team continues to train for the upcoming national competition.



FINANCIALS - CINDY SHEEKS

June's revenues were over projections by \$40,405 (6.95%) and expenses were \$64,985 (14.78%) below budget. Residential sales were 2.74% higher than expected and commercial sales were 8.95% higher than expected. Operating Expenses were 14.78% below budget in June for a total of \$374,673. Treatment costs and collection system expenses were below budget in June. Wages and benefit costs were above budget and administration category expenses were below the budget for the month. Net income was \$220,438 in June exceeding projections by \$120,397 for the month. YTD net income of \$839,496 is above projections by \$174,049.

Cash generated for June shows a net decrease in all funds by \$409,858. The decrease in funds was due to capital project expenditures. Capital spending was \$900,057 in June or 7.65% of the working of the capital budget of \$11,768,909. Project spending included Plant Odor control, Springmill Road repairs, 106th St Forcemain, Springmill Road Interceptor, and Queens Manor. YTD, cash balances have decreased by \$3,924,989 from the December 31, 2016 balances. Cash on hand at 6/30/2017 is \$8,447,202. The balances in the funds are listed below:

Operating \$2,533,386

Interceptor \$67,331

Plant Expansion \$3,312,687

Operating Reserve \$2,192,400

Reserve for Replacement \$341,398

SAFETY REPORT - LOREN PRANGE

The District has had no reportable injuries.

The following safety tailgate sessions were held:

06/20/17 Holding on to Hand Safety

6/30/17 4th of July Firework Safety

7/11/17 Jackhammer Safety

7/18/17 An Open and Shut Case for Gate Valve Safety

The District's Treatment Plant pretreatment building currently uses two Draeger combustible gas monitors to detect methane and H₂S in the upper and lower levels of the building. Due to the unit's age, staff is replacing it with a new, more accurate system that is easier to calibrate. This system will make it safer for employees entering the building to collect samples.

Security lights around the plant were recently checked and employees replaced any bad bulbs to keep employees safe during after hour emergencies and for security.

Site Safety

2

7

2

5

No. of days since the last lost time accident.

ANNIVERSARIES

Cindy Sheeks 8/15/16 - 1 Year
Brittney Kennedy 8/29/16 - 1 Year
Cindy Ferrulli 9/6/16 - 1 Year

BIRTHDAYS

Jeff Martin August 13

CALENDAR OF EVENTS

Aug 16	Staff Meeting	10:00 a.m.
Aug 25	B & F Meeting	7:30 a.m.
Aug 28	P & B Meeting	7:30 a.m.
Aug 31	Employee Appreciation	11:00 a.m.
Sept 5 (Tues)	C & C Meeting	4:30 p.m.
Sept 11	Board Meeting	7:00 p.m.

CTRWD
2017

Selected Statistics 2017 Summary	January	February	March	April	May	June	July	2017 Monthly Average	2017 YTD	2016 Monthly Avg Through July	2016 Total Through July
Maintenance Information											
Lateral Inspections	32	42	39	35	36	41	38	38	263	37	258
Certified I&I Inspections	40	38	52	52	70	95	69	59	416	54	380
Failed I&I Inspections	1	0	1	1	1	2	2	1	8	0	0
Customer Work Requests	0	0	0	4	4	0	6	2	14	0	0
Sewer Locates	541	505	597	414	572	733	742	586	4,104	510	3,567
Manholes Added	0	0	0	0	0	0	11	2	11	15	103
Total # of Manholes	5,702	5,702	5,702	5,702	5,702	5,702	5,713	n/a	5,729	5,673	5,695
Manholes Inspected	0	548	418	646	235	45	6	271	1,898	25	174
Feet of Sewer Added	0	0	0	0	0	23,736	2,924	3,809	26,660	4,697	32,879
Total Footage of Sewers	1,576,477	1,576,477	1,576,477	1,576,477	1,576,477	1,600,213	1,602,669	n/a	1,600,213	n/a	1,556,610
Feet of Sewer Televised	9,867	26,085	28,856	22,996	19,221	29,745	31,780	24,079	168,550	28,878	202,149
Feet of Sewer Cleaned	0	0	0	0	0	0	15,236	2,177	15,236	10,349	72,442
Overflows	0	2	1	0	1	0	0	1	4	0	2
Carmel Utilities (Station 1) Info											
Rainfall / Precipitation (inches)	3.33	0.89	3.23	5.17	8.68	6.13	5.79	4.75	33.22	3.74	26.15
Total Flow (gallons)	65,932,000	43,767,228	60,788,935	66,921,350	81,391,000	58,796,689	67,726,733	63,618,000	445,323,935	60,476,000	423,330,000
Average Daily Flow (gallons)	2,126,838	1,563,155	2,012,319	2,230,711	2,475,616	1,959,890	2,184,733	2,079,000	n/a	1,984,000	n/a
Minimum Flow (gallons)	1,270,000	1,411,943	1,257,704	1,722,521	1,530,000	1,459,398	1,712,411	1,480,568	1,257,704	1,422,000	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	79,275,000	84,581,000	84,606,000	592,242,000	76,994,000	538,960,000
Maximum Daily Flow (gallons)	4,333,000	2,655,000	3,475,000	4,221,000	8,710,000	4,936,000	4,020,000	4,621,000	8,710,000	3,702,000	5,177,000
Average Daily Flow (gallons)	2,900,000	2,435,071	2,717,000	2,721,867	330,774	2,642,500	2,728,419	2,354,000	n/a	2,532,000	n/a
Minimum Daily Flow (gallons)	2,442,000	2,275,000	2,358,000	2,333,000	2,469,000	2,255,000	2,347,000	2,354,000	2,255,000	2,007,000	1,465,000
Total Flow to Both Plants	157,709,000	111,949,228	145,018,935	148,577,350	183,932,000	138,071,689	152,307,733	86,464,000	1,037,565,935	137,470,000	962,290,000
Biosolids Handling											
Wasted (Biosolids) (gallons)	1,103,000	1,360,660	1,608,660	86,253	1,079,010	821,380	861,810	989,000	6,921,000	1,766,000	12,364,750
Dewatered (gallons)	192,014	296,000	260,000	187,000	293,000	295,000	222,000	249,000	1,745,000	562,000	3,936,000
Digested Sludge Withdrawn (gals)	619,300	680,300	952,900	800,200	971,000	794,000	830,000	807,000	5,648,000	673,000	4,711,100
Customer Information									14,888		
New Sewer Service Accounts	32	28	32	18	59	43	22	33	234	24	171
Permits Issued	25	32	33	34	45	37	40	35	246	39	270



Clay Township Regional Waste District

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

BUDGET & FINANCE COMMITTEE MEETING

Friday, July 28, 2017 @ 7:30 A.M.
10701 N. College Ave, Suite A, Indianapolis, IN 46280

CANCELLED

The next Meeting will be held on Friday August 25, 2017 at 7:30 am



PERSONNEL & BENEFITS COMMITTEE

Monday July 24, 2017 @ 7:30 A.M.

Memorandum

Present: Committee Chair Barbara Lamb, Committee Member Chuck Ford and Utility Director Drew Williams.

Absent: Michael Shaver

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

Public Comments - There were no public comments.

Safety Report - Mr. Williams indicated the District continues the streak of no lost time injuries and there have not even been any reportable accidents. Weekly tailgate sessions continue to be held. Mr. Ford stated that the District's focus on safety has made it clear to the employees that management is serious about keeping employees safe. Mr. Williams added that the Board has always been supportive of the safety program. He added that having the ability to purchase the proper equipment has kept employees safe from improvising with the incorrect tools.

Compensation Study/Staffing – Mr. Williams reported that a meeting was held last week with Mr. Kent Irwin. Mr. Irwin shared the Factor Evaluation System (FES) that will be used to complete the compensation study. Mr. Irwin commented that the District's job descriptions were some of the best he has come across. Mr. Williams said part of the compensation study will be used to establish a compensation policy. Part of this policy would describe what the District is targeting for its place in the local market. Mr. Williams explained that 13 years ago the District decided to pay at 75% of the range in order to stop the high turnover rate. However, when they moved all employees to 75% overnight, it caused another equity problem when some employees had more training and multiple years of experience, yet were being paid the same as someone with no experience. Implementation of the policy will be critical to its success.

Ms. Lamb indicated that it is important not to try and cherry pick only the best policies when looking at benefits from surrounding utilities. This type of approach becomes cost prohibitive. The benefit package must be looked at as a whole.

Other Business – Mr. Ford is working on legislation at the state level to encourage more focus on skilled trades in high school and asked Mr. Williams what would motivate a utility to work with schools on such a program. Mr. Williams indicated that

an apprenticeship program for Wastewater Operator Certification would be beneficial for both utilities and students.

The meeting was adjourned at 8:20 a.m.

The next meeting is scheduled for Monday August 28, 2017

Respectfully submitted,

A handwritten signature in cursive script that reads "Andrew Williams".

Andrew Williams
Utility Director



CAPITAL & CONSTRUCTION COMMITTEE

Monday August 7, 2017 @ 4:30 P.M.

Memorandum

Present: Committee Chair Steve Pittman, Committee Members Marilyn Anderson and Eric Hand, Board Member Michael Shaver, Utility Director Drew Williams, Engineering Manager Wes Merkle, District Engineer Ryan Hartman, Plant Superintendent Scot Watkins, Collections Superintendent Aaron Strong, Legal Counsel Anne Poindexter.

Mr. Pittman called the meeting to order at 4:40 p.m.

Public Comments – There were no public comments.

Dedications – Mr. Hartman reported that Hidden Pines Section 2 and the Woods at Shelborne Section 2 sanitary sewers are complete and ready for acceptance. The Committee will recommend the Board accept the dedication of these projects.

Service Capacity Study – Mr. Merkle reported that staff has worked with engineering consultant GRW to develop a scope of work studying potential additional service area in the northwest corner of our existing service area. This additional area would likely drain to the Little Eagle Creek Interceptor and Lift Station 14 (Austin Oaks). GRW completed the master plan update for the Michigan Road corridor several years ago, which included the four basins in the northwest corner of our service area. The study will be done to aid in responding to Citizens Westfield's request that the District provide service to parts of southwestern Westfield/Washington Township. Mr. Hand asked if Citizens Westfield stated how far north the area in question spanned they were proposing the District serve via a wholesale agreement. Mr. Merkle replied that the territory would go as far north as 159th Street, based on their existing infrastructure and master plan as well as the contours of the land that would allow for flow to run by gravity. This area includes the Byrum Parcel. The Committee further discussed the Citizens Westfield proposal as well as proposed use and density for this area. Staff will proceed with the studies.

Neighborhood Sewer Projects – Per the Committee's request, staff reviewed the 16 existing subdivisions in the service area that are not served by the District's sewer system. Mr. Merkle showed a map showing these subdivisions. The subdivisions that have residents requesting sewer service and neighborhoods that have septic issues will be prioritized. Autumn Woods is an 8 lot subdivision, of which several property owners have indicated interest in sewer service. Spring Mill Place / Spring Mill Heights

subdivision as well as properties along 116th Street have also shown interest in sewer service. Staff recommends grouping these smaller projects together to get better design and construction pricing. The Committee discussed various aspects of the master plan, including other unsewered subdivisions, capacity at the WWTP, the limit of flow that can be sent to the City of Carmel, and the planned density of the vacant land. The Committee directed staff to proceed with designing a project that includes Autumn Woods, Spring Mill Place/Spring Mill Heights, and 116th Street/Williams Creek Manor.

Mr. Merkle reported that staff has had discussions with the Lucas estate regarding dedication of their existing private forcemain along 116th Street. This forcemain currently serves several other properties and could be extended to serve others, including the Williams Creek Manor subdivision. Its current owners see this forcemain as a liability since it is installed along 116th Street which has a lot of construction activity. The forcemain has plenty of capacity to connect other area properties. Accepting this forcemain would require improvements by CTRWD, but it would result in large savings to CTRWD as service is extended to new customers. The Committee advised staff that the forcemain could be considered for dedication.

OTHER BUSINESS

Mr. Watkins provided a handout pertaining to the NPDES permit renewal from IDEM. The only changes included additional monitoring requirements. Mr. Williams pointed out that the District employs a full time staff member that is dedicated to the FOG program to monitor customers with commercial kitchens and pretreatment requirements. The District may want to consider those costs when the next rate study is done.

Mr. Strong reported on the Collections Department's manhole inspections, cleaning and televising. Repairs are being made as needed. About 90 areas of infiltration have been identified for repair. During televising last week, staff discovered a grounding rod that had penetrated the main. Staff will investigate to determine if repair costs can be recouped from the contractor who installed the rod about 10 years ago. The camera truck is used daily and is getting very good utilization, allowing staff to identify and address areas that need cleaning and repairs.

Capital Projects Updates

#1505 - WWTP Odor Control Upgrades – The system is running smoothly and the hydrogen sulfide is being eliminated by the system. Crews are finishing punch list items.

#1601 - 106th Street Parallel Force Main – About two-thirds of the pipe is now installed, with most of the remaining pipe to be installed this month. Remaining work will be at the valve vault near Ditch Road and 106th Street. The pipeline has to be tested and in service by September 15. Mr. Merkle reported that he did a phone interview with a Current in Carmel editor who had questions about the project and nearby road closures. The contractor has had some setbacks but still plans to have the pipe installed on time.

#1602 - Springmill Parallel Interceptor – This project is still on hold until other utilities relocate at 111th Street for Carmel's roundabout project.

#1701 - WWTP Post-Treatment Improvements – Staff is waiting to hear back from property owners who expressed concerns about the proposed improvements. Once addressed staff may proceed with permits and receive bids for construction.

#1702 - Keystone/96th Sewer & Force Main Relocation – Carmel included in their road design contract part of the force main relocation across Keystone. Bids for that part of the work came in much lower than estimated. The overall road contract is approximately \$29 million. Carmel still has to finish acquiring right-of-way and easements before we can relocate the rest of the force main and gravity sewer under our own construction contract.

#1705 - 99th Street Sewer Extension & Lift Station 6 Elimination – Staff is waiting to see progress on the proposed development along 99th Street before starting design.

#1801 - Lift Station 4 Elimination – Staff is working with Jackson's Grant on extending oversized sewers across the northeast part of their development. Sewer would have to be extended across the Book property and Williams Creek to reach Lift Station 4. An easement will be needed from Mrs. Book to complete the work.

There was no other business discussed.

The meeting was adjourned at 6:55 p.m.

Date and time for next meeting: Tuesday, September 5, 2017 at 4:30 p.m.

Respectfully submitted,



Wes Mekle
Engineering Manager



Memorandum

To: Capital & Construction Committee
From: Scot Watkins, Superintendent
Date: August 4, 2017
Subject: NPDES Permit Renewal – Changes

On August 4th the District received the final NPDES Permit from the Indiana Department of Environmental Management; this is the renewal of the 2012 permit. The District discharges to Eagle Creek via one outfall (001); Strand is currently looking into adding an additional outfall (002) in the near future. Eagle Creek has a ten year low flow of 0.0 cubic feet per second at our outfall. This is the reason we have some of the lowest concentration limits in the state.

The District accepts industrial flow from Schafer Powder Coating, Inc., this facility is subject to the Categorical Pretreatment Standards for New Source Metal Finishing operations under 40 CFR 433.17 and regulated by IDEM under IWP Permit No. INP000267. Based on this industrial contribution, Non-delegated Pretreatment Program Requirements have been included in Part III of the permit. In addition, due to this industrial contribution as well as two failed Whole Effluent Toxicity (WET) tests, monitoring requirements for cadmium, chromium, copper, cyanide, lead, nickel, silver, zinc and whole effluent toxicity testing are being included in the permit. Also resulting from the two failed WET tests, the District is required to perform WET testing once a month for the first three months and then quarterly for the duration of the NPDES permit. If the effluent has been demonstrated to not be toxic to any test species for at least two years, the District may reduce the WET testing to the one most sensitive species for the rest of the NPDES Permit duration. This additional testing will cost the District \$6,300 this year and \$9,200 for 2018.

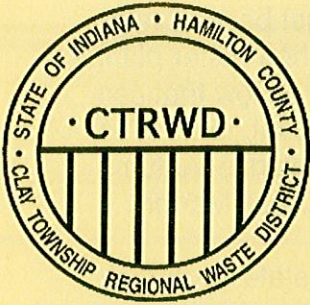
In addition to operating the plant in accordance with the permit, staff has created a "Sunny Day File". A Sunny Day File is a record of everything that is happening when things are running as optimally as possible. The purpose of the Sunny Day File is to give operators a reference point:

- as they track what is currently happening in the plant to avoid having the process deviate away from its optimum parameters;
- to give guidance in setting process control as influent characteristics change over time; and,

- to help operators determine what caused upsets when they occur and steer them back to running the plant in an optimal condition once again.

The file begins by evaluating plant performance by comparing the influent and effluent waste characteristics happening at the time. The effluent characteristics show that the plant is running well within compliance with the NPDES permit effluent limits. Influent characteristics are important as they illustrate where things start in the process. The next portion of the file focuses on process parameters to show how the plant was achieving the desired effluent characteristics. Because of the potential value of this file, staff added the following to the Sunny Day File:

- other process parameters and monitor different processes;
- when more efficient process parameters are tried and proven;
- when influent characteristics change significantly requiring the plant to operate under different process parameters;
- when new processes and added or existing processes are taken offline.



CAPITAL & CONSTRUCTION COMMITTEE

Monday August 7, 2017 @ 4:30 P.M.

Memorandum Revised

Present: Committee Chair Steve Pittman, Committee Members Marilyn Anderson and Eric Hand, Board Member Michael Shaver, Utility Director Drew Williams, Engineering Manager Wes Merkle, District Engineer Ryan Hartman, Plant Superintendent Scot Watkins, Collections Superintendent Aaron Strong, Legal Counsel Anne Poindexter.

Mr. Pittman called the meeting to order at 4:40 p.m.

Public Comments – There were no public comments.

Dedications – Mr. Hartman reported that Hidden Pines Section 2 and the Woods at Shelborne Section 2 sanitary sewers are complete and ready for acceptance. The Committee will recommend the Board accept the dedication of these projects.

Service Capacity Study – Mr. Merkle reported that staff has worked with engineering consultant GRW to develop a scope of work studying potential additional service area in the northwest corner of our existing service area. This additional area would likely drain to the Little Eagle Creek Interceptor and Lift Station 14 (Austin Oaks). GRW completed the master plan update for the Michigan Road corridor several years ago, which included the four basins in the northwest corner of our service area. The study will be done to aid in responding to Citizens Westfield's request that the District provide service to parts of southwestern Westfield/Washington Township. Mr. Hand asked if Citizens Westfield stated how far north the area in question spanned they were proposing the District serve via a wholesale agreement. Mr. Merkle replied that the territory would go as far north as 159th Street, based on their existing infrastructure and master plan as well as the contours of the land that would allow for flow to run by gravity. This area includes the Byrum Parcel. The Committee further discussed the Citizens Westfield proposal as well as proposed use and density for this area. Staff will proceed with the studies.

Neighborhood Sewer Projects – Per the Committee's request, staff reviewed the 16 existing subdivisions in the service area that are not served by the District's sewer system. Mr. Merkle showed a map showing these subdivisions. The subdivisions that have residents requesting sewer service and neighborhoods that have septic issues will be prioritized. Autumn Woods is an 8 lot subdivision, of which several property owners have indicated interest in sewer service. Spring Mill Place / Spring Mill Heights

subdivision as well as properties along 116th Street have also shown interest in sewer service. Staff recommends grouping these smaller projects together to get better design and construction pricing. The Committee discussed various aspects of the master plan, including other unsewered subdivisions, capacity at the WWTP, the limit of flow that can be sent to the City of Carmel, and the planned density of the vacant land. The Committee directed staff to proceed with designing a project that includes Autumn Woods, Spring Mill Place/Spring Mill Heights, and 116th Street/Williams Creek Manor.

Mr. Merkle reported that staff has had discussions with the Lucas estate regarding dedication of their existing private forcemain along 116th Street. This forcemain currently serves several other properties and could be extended to serve others, including the Williams Creek Manor subdivision. Its current owners see this forcemain as a liability since it is installed along 116th Street which has a lot of construction activity. The forcemain has plenty of capacity to connect other area properties. Accepting this forcemain would require improvements by CTRWD, but it would result in large savings to CTRWD as service is extended to new customers. The Committee advised staff that the forcemain could be considered for dedication.

OTHER BUSINESS

Mr. Watkins provided a handout pertaining to the NPDES permit renewal from IDEM. The only changes included additional monitoring requirements. Mr. Williams pointed out that the District employs a full time staff member that is dedicated to the FOG program to monitor customers with commercial kitchens and pretreatment requirements. The District may want to consider those costs when the next rate study is done.

Mr. Strong reported on the Collections Department's manhole inspections, cleaning and televising. Repairs are being made as needed. About 90 areas of infiltration have been identified for repair. During televising last week, staff discovered a grounding rod that had penetrated the main. Staff will investigate to determine if repair costs can be recouped from the contractor who installed the rod about 10 years ago. The camera truck is used daily and is getting very good utilization, allowing staff to identify and address areas that need cleaning and repairs.

Capital Projects Updates

#1505 - WWTP Odor Control Upgrades – The system is running smoothly and the hydrogen sulfide is being eliminated by the system. Crews are finishing punch list items.

#1601 - 106th Street Parallel Force Main – About two-thirds of the pipe is now installed, with most of the remaining pipe to be installed this month. Remaining work will be at the valve vault near Ditch Road and 106th Street. The pipeline has to be tested and in service by September 15. Mr. Merkle reported that he did a phone interview with a Current in Carmel editor who had questions about the project and nearby road closures. The contractor has had some setbacks but still plans to have the pipe installed on time.

#1602 - Springmill Parallel Interceptor – This project is still on hold until other utilities relocate at 111th Street for Carmel's roundabout project.

#1701 - WWTP Post-Treatment Improvements – Staff is waiting to hear back from property owners who expressed concerns about the proposed improvements. Once addressed staff may proceed with permits and receive bids for construction.

#1702 - Keystone/96th Sewer & Force Main Relocation – Carmel included in their road design contract part of the force main relocation across Keystone. Bids for that part of the work came in much lower than estimated. The overall road contract is approximately \$29 million. Carmel still has to finish acquiring right-of-way and easements before we can relocate the rest of the force main and gravity sewer under our own construction contract.

#1705 - 99th Street Sewer Extension & Lift Station 6 Elimination – Staff is waiting to see progress on the proposed development along 99th Street before starting design.

#1801 - Lift Station 4 Elimination – Staff is working with Jackson's Grant on extending oversized sewers across the northeast part of their development. Sewer would have to be extended across the Book property and Williams Creek to reach Lift Station 4. An easement will be needed from Mrs. Book to complete the work.

Other Business

Mr. Shaver brought up the Byrum case now before the IURC. He was concerned that there may be the misrepresentation by Citizens Westfield that they have an agreement with the District regarding a wholesale treatment agreement. The Committee discussed this matter and determined that Mr. Pittman would make a motion at the Board meeting to clarify the current situation.

The meeting was adjourned at 6:55 p.m.

Date and time for next meeting: Tuesday, September 5, 2017 at 4:30 p.m.

Respectfully submitted,



Wes Merkle
Engineering Manager



MEMORANDUM

To: Board of Trustees
From: Ryan Hartman
Date: August 10, 2017
Subject: Dedications

Hidden Pines Section 2 and Woods at Shelborne Section 2 are complete and ready for acceptance.

Recommended Action: Accept the dedications of Hidden Pines Section 2 and Woods at Shelborne Section 2 sanitary sewers.

ATTACHMENT 7

MAINTENANCE AGREEMENT

THIS AGREEMENT, entered into as of the 14th day of August 2017 by and between the Clay Township Regional Waste District, a political subdivision and municipal corporation existing under the laws of the State of Indiana (the "District") and Pulte Homes of Indiana (the "Owner/Developer"), WITNESSES THAT:

WHEREAS, the Owner/Developer has caused to be constructed under private contract certain sewer facilities to serve Hidden Pines Section 2, which have been connected to the District's system (the "Sewer Facilities"); and

WHEREAS, by separate documents being delivered concurrently herewith, the Owner/Developer is conveying title to the Sewer Facilities to the District and is providing or has provided the District with all other documentation required under Ordinance 12-10-2001 as well as other Ordinances, Policies or Procedures for Assignment and Dedication to the Clay Township Regional Waste District of Sewers and Related Facilities Constructed Under Private Contract as may be adopted by the District's Board of Trustees; and

WHEREAS, prior to accepting the Sewer Facilities as a part of its system, the District has required that the Owner/Developer enter into this Maintenance Agreement and the Owner/Developer is willing to do so;

NOW THEREFORE, in consideration of the covenants, agreements and undertakings hereinafter provided, and each act to be performed hereunder, the District and the Owner/Developer agree that:

1. Indemnification Regarding Costs of Constructing the Sewer Facilities. The Owner/Developer, its successors and assigns, shall defend, indemnify and hold harmless the District from any claims, demands, liens and suits by any person for the payment for labor, materials or equipment furnished or used in constructing and installing the Sewer Facilities.

2. District's Responsibility for Maintenance of the Sewer Facilities. Following the Owner/Developer's conveyance of title to the Sewer Facilities to the District, the District shall have full and exclusive responsibility for the operation, control and maintenance of the Sewer Facilities, except as limited by paragraph 3 below.

3. Owner/Developer's Responsibility for Cost of the Maintenance of the Sewer Facilities. For a period of three (3) years following the effective date of this Agreement, the Owner/Developer, its successors and assigns, shall remain responsible for, and pay the cost of, the maintenance and repair of the Sewer Facilities to the extent such maintenance and repair (a) is required because the Sewer Facilities no longer are in compliance with the performance standards required by the District's ordinances or cannot pass performance tests which were conducted on the Sewer Facilities prior to their dedication to and acceptance by the District, (b) is not routine maintenance for which the District is responsible, and (c) was not caused by the acts or omissions of the employees, agents or contractors of the District. If repairs or maintenance are required to the Maintenance Agreement

Sewer Facilities and the District contends the Owner/Developer is responsible for such repairs or maintenance, the District will so notify the Owner/Developer in writing and give the Owner/Developer a reasonable period of time, consistent with the need for the repairs or maintenance required, to take whatever corrective action is required including, but not limited to warranty repairs authorized by manufacturers or materialmen. If the defect or problem requiring repair or maintenance has created an emergency requiring immediate corrective action, the District shall so notify the Owner/Developer and if the Owner/Developer is not able to respond immediately, the District shall take whatever action necessary and as soon thereafter as possible notify the Owner/Developer in writing of the nature of the corrective action taken and the cost thereof. In the event the Owner/Developer disputes the District's determination that the Owner/Developer is responsible for any particular repair or maintenance activity,

the Owner/Developer shall be entitled to a hearing before the District's Board of Trustees to challenge the District's determination.

4. Assignment of Warranties. The Owner/Developer hereby assigns to the District, non-exclusively for three (3) years following the effective date of the agreement and exclusively thereafter, all of its rights, duties and obligations under any and all warranties, express or implied, issued in the favor of the Owner/Developer by its contractors or suppliers with respect to the Sewer Facilities. Concurrently herewith, the Owner/Developer has provided to the District copies of all written warranties which it has received from its contractors or suppliers with respect to the Sewer Facilities.

5. Termination. This Agreement shall terminate and be of no further force on the third anniversary of the date first above written.

IN WITNESS WHEREOF, the District and the Owner/Developer have caused this Maintenance Agreement to be executed as of the date first above written.

CLAY TOWNSHIP REGIONAL WASTE DISTRICT

By: Marilyn Anderson
President

Printed Name Marilyn Anderson

OWNER/DEVELOPER

By: [Signature]

Matthew D. Lottmeyer
(Title)

Printed Name V.P. Lane Dev.

ATTACHMENT 7

MAINTENANCE AGREEMENT

THIS AGREEMENT, entered into as of the 14th day of August 2017 by and between the Clay Township Regional Waste District, a political subdivision and municipal corporation existing under the laws of the State of Indiana (the "District") and Pulte Homes of Indiana (the "Owner/Developer"), WITNESSES THAT:

WHEREAS, the Owner/Developer has caused to be constructed under private contract certain sewer facilities to serve Woods at Sherbourne Sec. 2, which have been connected to the District's system (the "Sewer Facilities"); and

WHEREAS, by separate documents being delivered concurrently herewith, the Owner/Developer is conveying title to the Sewer Facilities to the District and is providing or has provided the District with all other documentation required under Ordinance 12-10-2001 as well as other Ordinances, Policies or Procedures for Assignment and Dedication to the Clay Township Regional Waste District of Sewers and Related Facilities Constructed Under Private Contract as may be adopted by the District's Board of Trustees; and

WHEREAS, prior to accepting the Sewer Facilities as a part of its system, the District has required that the Owner/Developer enter into this Maintenance Agreement and the Owner/Developer is willing to do so;

NOW THEREFORE, in consideration of the covenants, agreements and undertakings hereinafter provided, and each act to be performed hereunder, the District and the Owner/Developer agree that:

1. Indemnification Regarding Costs of Constructing the Sewer Facilities. The Owner/Developer, its successors and assigns, shall defend, indemnify and hold harmless the District from any claims, demands, liens and suits by any person for the payment for labor, materials or equipment furnished or used in constructing and installing the Sewer Facilities.

2. District's Responsibility for Maintenance of the Sewer Facilities. Following the Owner/Developer's conveyance of title to the Sewer Facilities to the District, the District shall have full and exclusive responsibility for the operation, control and maintenance of the Sewer Facilities, except as limited by paragraph 3 below.

3. Owner/Developer's Responsibility for Cost of the Maintenance of the Sewer Facilities. For a period of three (3) years following the effective date of this Agreement, the Owner/Developer, its successors and assigns, shall remain responsible for, and pay the cost of, the maintenance and repair of the Sewer Facilities to the extent such maintenance and repair (a) is required because the Sewer Facilities no longer are in compliance with the performance standards required by the District's ordinances or cannot pass performance tests which were conducted on the Sewer Facilities prior to their dedication to and acceptance by the District, (b) is not routine maintenance for which the District is responsible, and (c) was not caused by the acts or omissions of the employees, agents or contractors of the District. If repairs or maintenance are required to the Maintenance Agreement

Sewer Facilities and the District contends the Owner/Developer is responsible for such repairs or maintenance, the District will so notify the Owner/Developer in writing and give the Owner/Developer a reasonable period of time, consistent with the need for the repairs or maintenance required, to take whatever corrective action is required including, but not limited to warranty repairs authorized by manufacturers or materialmen. If the defect or problem requiring repair or maintenance has created an emergency requiring immediate corrective action, the District shall so notify the Owner/Developer and if the Owner/Developer is not able to respond immediately, the District shall take whatever action necessary and as soon thereafter as possible notify the Owner/Developer in writing of the nature of the corrective action taken and the cost thereof. In the event the Owner/Developer disputes the District's determination that the Owner/Developer is responsible for any particular repair or maintenance activity,

the Owner/Developer shall be entitled to a hearing before the District's Board of Trustees to challenge the District's determination.

4. Assignment of Warranties. The Owner/Developer hereby assigns to the District, non-exclusively for three (3) years following the effective date of the agreement and exclusively thereafter, all of its rights, duties and obligations under any and all warranties, express or implied, issued in the favor of the Owner/Developer by its contractors or suppliers with respect to the Sewer Facilities. Concurrently herewith, the Owner/Developer has provided to the District copies of all written warranties which it has received from its contractors or suppliers with respect to the Sewer Facilities.

5. Termination. This Agreement shall terminate and be of no further force on the third anniversary of the date first above written.

IN WITNESS WHEREOF, the District and the Owner/Developer have caused this Maintenance Agreement to be executed as of the date first above written.

CLAY TOWNSHIP REGIONAL WASTE DISTRICT

By: Marilyn Anderson
President

Printed Name Marilyn Anderson

OWNER/DEVELOPER

By: [Signature]
V.P. Land Development
(Title)

Printed Name MATTHEW D. LOHMEYER

RESOLUTION NO. 0814-17

RESOLUTION OF THE CLAY TOWNSHIP REGIONAL WASTE DISTRICT
CONCERNING A PROVISION OF SEWER SERVICE
NORTH OF 146TH STREET

WHEREAS the Board of Trustees of the Clay Township Regional Waste District is aware that a matter is pending before the Indiana Utility Regulatory Commission in which the District's Utility Director has provided direct testimony and

WHEREAS the Board of Trustees is additionally aware that certain representations have been made to the Commission concerning the willingness of the District to provide service to a parcel north of 146th Street known as the "Byrum" property and

WHEREAS the District by its Board of Trustees wishes to make clear its position concerning willingness to provide sanitary sewer service to the Byrum parcel clear;

NOW THEREFORE BE IT RESOLVED BY THE CLAY TOWNSHIP REGIONAL WASTE DISTRICT BOARD OF TRUSTEES AS FOLLOWS:

Section 1 - **No Wholesale Agreement.** The District declines to enter into a wholesale agreement with Citizens of Westfield and

Section 2 - ~~Temporary or Permanent Service Available.~~ The District continues to be willing to provide temporary sewer service to the Byrum parcel in the event that Citizens of Westfield agrees to provide permanent service in the event that the Byrum parcel is removed from Citizens CTA. *in accordance with the Board's action 2-13-17.*

SO RESOLVED this 14th day of August 2017. Clay Township Regional Waste District by its Board of Trustees.

Marilyn Anderson

Eric M Hand

STL

Michael McDowell

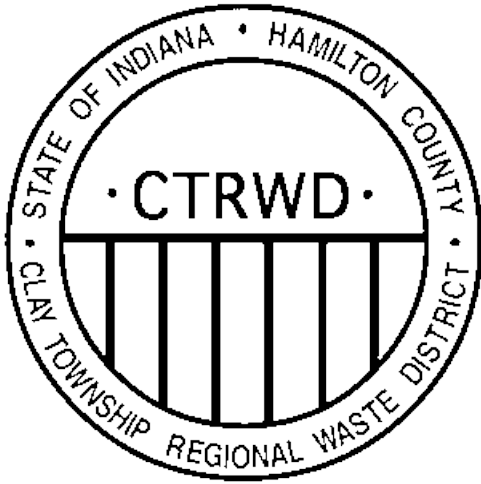
Jane Merrill

Brian A. Lamb

Chuck Ford

Paul Paul

Michael R. Shaw



Compensation Study Update

Board of Trustees Retreat
August 14, 2017

2017 Compensation Study

- Last study completed in 2012 by New Focus HR
 - Prior studies were 2004 and 2007
- Waggoner, Irwin, Scheele & Associates Inc. under contract
 - WIS has extensive experience in the public sector throughout Indiana
 - Completed Hamilton County's study 15 years ago and completes annual updates.
 - WIS uses the Factor Evaluation System (FES) which was developed by the Federal government and used to standardize position grading.

2004 Compensation Study

High turnover rate

Limited job descriptions

Goals

New job descriptions

Move to Merit Increases (no longer any cost of living)

Target the 75th percentile for employee pay

Faulty Implementation

Moved all employees to at least the 75th percentile of the new range as of January 1st.

2012 Study

Completely updated all position descriptions

- Now Updated Annually

Developed a new performance review form

- The form is used mid year and end of year

Developed the new pay ranges and grouped positions

Annual Review Process

The Performance Review Form is used mid-year and at the end of the year.

Ratings of Superior, Competent, Marginal, Unsatisfactory

The CompData Survey for Midwest and Indiana utilities is used to set the merit increase pool. The pool has been:

2013 - 2.9%; 2014 - 2.9%; 2015 - 2.7%; 2016 - 2.7%

For the past two years, employees were informed that the targeted increase for a Rating of Competent was 2%

Annual Review Process

Managers complete reviews and share with employees.

Reviews are conducted with employees.

Managers provide me their recommended merit increase.

Must balance all recommendations with the Merit Pool.

Managers meet with employees and inform them of their merit increase and discuss goals for the next year.

Considerations for 2018

Look at ways to address advancement of employees low in the range.

Incentive programs for safety or relevant certifications.

WIS may come back with a recommendation for a step and grade program.