



## **TriCo Regional Sewer Utility**

www.TriCo.eco Phone (317) 844-9200 Fax (317) 844-9203

### **Board of Trustees Meeting Agenda**

**Monday, August 13, 2018 @ 7:00 p.m.**

**Clay Township Government Center**

**10701 N. College Avenue, Indianapolis, IN 46280**

- 1. Roll Call**
- 2. Public Comment**
- 3. Memorandum, Board Meetings**
  - a. Monday, July 9, 2018**
  - b. Monday, July 23, 2018**
- 4. Approval of Claims Docket**
- 5. Attorney's Report**
- 6. Utility Director's Report**
- 7. Committee Reports**
  - a. Budget & Finance Committee**
  - b. Personnel & Benefits Committee**
  - c. Capital & Construction Committee**
- 8. Old Business**
- 9. New Business**
  - a. Manhole Rehabilitation Contract**
- 10. Adjourn**



## BOARD OF TRUSTEES MEETING

Monday July 9, 2018 at 7:00 p.m.  
Memorandum

Present: President Marilyn Anderson, Vice President Steve Pittman, Treasurer Jane Merrill, Secretary Michael McDonald, members Barb Lamb, Eric Hand, Carl Mills and Mike Shaver. Others in attendance were Legal Counsel Anne Poindexter, Engineering Manager Wes Merkle, Controller Cindy Sheeks and Administrative Assistant Maggie Crediford. Citizens in attendance were Erin Vanrenkamp, Kevin Patterson and Michael Sweeten.

Ms. Anderson called the meeting to order at 7:05 p.m.

### **RESCIND THE PASSAGE OF ORDINANCE 5-14-2018**

The approval of Ordinance 5-14-2018 is being rescinded to allow for public comment and reconsideration of the ordinance. In June there was an error on the website about the time of the meeting. Although the meeting was legally noticed properly, the Utility decided to allow the public an opportunity for reconsideration and comments in the event the time on the website had been confusing.

Mr. Shaver made a motion to rescind the passage of Ordinance 5-14-2018. The Motion was seconded by Mr. Hand and approved unanimously.

### **PUBLIC HEARING**

Ms. Anderson opened the Public Hearing for Ordinance 5-14-2018. She read aloud, "An ordinance establishing district wide schedule of monthly user rates, late fees, connection fees, interceptor fees, application fees, reinspection fees and charges to be collected from the owners of property serviced by the sewage works of the District and matters connected therewith, replacing Ordinance 05-08-2017A, Ordinance 08-08-2016A and Ordinance 12-12-2016."

**Kevin Patterson** -12659 Enclave Ct, Carmel, IN. Mr. Patterson asked the Board if they could explain the rationale behind the setting of fees especially the 5% increase in fees over time that is being proposed. He has concerns that rates could perpetually increase each year. At a time when looking at National GDP at less than 2.5% he asked how a 5% increase in user rates is justified.

Ms. Anderson stated that with the expected growth within the service district that the wastewater treatment plant needs to be expanded so it can treat the expected flow increases.

Mr. Mills stated that the numbers are based off engineering projections and cash flows out to 2022-2023. TriCo does not like to borrow money and has no debt. It has preferred to use cash flow to pay for projects. The Board felt that increasing rates 5%

a year over several years to pay for improvements would be more tolerable for rate payers than to charge a 30-35% increase all at once to cover construction costs.<sup>3.a</sup>

Mr. Patterson agreed that small increments were better than a 35% increase at one time. He verified with Mr. Mills that the 5% increase is planned to fund projects. Mr. Patterson asked what businesses contribute to in terms of payment to support expansion vs. individual property owners. He asked if there is a fair and equitable distribution of costs shared between the businesses and property owners.

Mr. Merkle stated that the Utility collects EDU and Interceptor Fees when anyone connects to the system, a business pays for their expected usage and after connection the Utility monitors their water records and if they are using more than the projected usage they are paying for their rate is adjusted. Fees are collected as new customers connect into the system recouping the costs of the expansion project. The plant needs to be built before people can connect. Reserves need to be built to pay for the project without borrowing money. It takes time for the Fees to come in.

Mr. Patterson asked if the rates will level off after the plant expansion is complete. Mr. Mills stated that is the expectation, and that if TriCo's rates are looked at historically that is what has occurred depending on the growth. Ms. Anderson said that the Utility is rate payer funded and is not a profit-driven business so when monetary needs shift rates can be adjusted.

There were no further comments from the public, Ms. Anderson closed the Public Hearing.

### **APPROVAL OF MEMORANDUM**

Ms. Anderson pointed out a typo on page two. Ms. Merrill made a motion to approve the Memorandum from the June 11, 2018 Board of Trustee Meeting. The motion was seconded by Ms. Lamb and unanimously approved as amended.

### **CLAIMS DOCKET**

Mrs. Sheeks stated that there was a large payment made to Graves Plumbing in the amount of \$78,593.44 for a plant project as well as a couple other small Capital Project payments for 96<sup>th</sup> and Keystone, Plant Outfall, 106<sup>th</sup> Street Interceptor and Lift Station 4 Elimination. All other payments were normal monthly expenses.

Mr. Mills made a motion to approve the Claims Docket as presented. The motion was seconded by Ms. Merrill and approved unanimously.

### **ATTORNEY'S REPORT**

Mrs. Poindexter reminded the Board to ask for any other public comments on any subject. Ms. Anderson asked the members of the public if they had any comments on other items and they did not.

### **UTILITY DIRECTOR'S REPORT**

Mr. Merkle stated that the Utility Director, Mr. Williams is attending the Singapore International Water Week Conference with industry leaders around the world. There are a handful of representatives from the United States, Trico is by far the smallest utility attending the conference.

The TriCo name change has rolled out and is moving forward with the new website,<sup>3.a</sup> email addresses, signage, logos on vehicles as well as employee apparel.

CarmelFest went well, traffic was down a little from years past potentially because of the heat. Lessons were learned about scheduling the appropriate tear down crew and training for set up. A new canopy structure may need to be purchased that is a little more substantial if there are winds.

Mr. McDonald stated that Mr. Williams expenses to Singapore were not covered by the Utility. Ms. Anderson said that he applied for and received a scholarship to cover the costs of the conference. Mrs. Sheeks said the only cost incurred by the Utility was his airfare. Mr. McDonald stated that he wanted to be sure that rate payers knew that they did not pay for the cost of the trip.

## **COMMITTEE REPORTS**

### **Budget & Finance Committee**

#### **Third Reading Ordinance 5-14-2018 – District wide schedule of fees and monthly user rates**

Ms. Anderson gave the third reading of Ordinance 5-14-2018 “An ordinance establishing district wide schedule of monthly user rates, late fees, connection fees, interceptor fees, application fees, reinspection fees and charges to be collected from the owners of property serviced by the sewage works of the District and matters connected therewith, replacing Ordinance 05-08-2017A, Ordinance 08-08-2016A and Ordinance 12-12.2016.”

Mr. Shaver questioned the fact that this ordinance had been previously rescinded and asked if it needed a new ordinance number. The content of the Ordinance 5-14-2018 was not changed, it was only rescinded to allow for further public comment and consideration, not requiring a new ordinance number.

Ms. Merrill made a motion to approve Ordinance 05-14-2018. The motion was seconded by Mr. McDonald and approved unanimously.

#### **Resolution No 07-09-2018 Resolution of TriCo Sewer Utility Concerning Mileage Reimbursement Rate to Employees.**

Ms. Sheeks stated that the Resolution is before the Board with a favorable recommendation from the Budget and Finance Committee. It is a resolution to pay the IRS mandated mileage rates which TriCo is currently doing. The Resolution memorializes the practice as required by the State Board of Accounts.

Mr. Mills made a motion to approve Resolution No 07-09-2018. The motion was seconded by Mr. McDonald and approved unanimously.

### **Personnel & Benefits Committee**

Ms. Lamb stated that there were no updates for this month.

## **Capital & Construction Committee**

### **Jackson's Grant Sewer Service Agreement Amendment 4**

Mr. Hand made a motion to approve the recommended amendment not to exceed \$391,381 for the construction of Section 6 Interceptor Sewers. The motion was seconded by Mr. Pittman and approved unanimously.

### **#1701/1906 WWTP Outfall Sewer Engineering Services**

Mr. Hand made a motion to approve the professional services agreement with GRW in an amount not to exceed \$126,000 for Outfall Sewer engineering fees. The motion was seconded by Mr. Pittman and approved unanimously.

## **OLD BUSINESS**

There was no Old Business

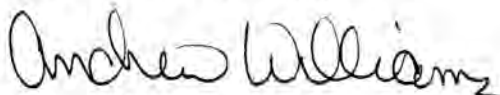
## **NEW BUSINESS**

Ms. Lamb asked if there was a resolution to the item discussed at the Special Budget and Finance Meeting that was held just prior to the Board Meeting. Mr. Mills stated that both the C&C Committee and the B&F Committee have met to discuss property south of 96<sup>th</sup> Street that the owners of a private sewer system and the City of Carmel would like for TriCo to take it over and incorporate into our system. From a financial standpoint it was decided that the B&F Committee would need to have a firm agreement with specific terms with all the property owners involved as well as a commitment from the City of Carmel to release remnant properties to TriCo after the project is complete. Mr. Hand stated that from a C&C standpoint the Committee has no issues with accepting the project if the financial terms can be worked out. It was decided that the committee would try to have another special meeting within the next 10 days to meet/speak with all the property owners involved to make sure that there is a meeting of the minds and that everyone understands the expectations and terms that would be involved if TriCo were to consider funding the project.

Mr. Pittman made a motion to adjourn the meeting. The motion was seconded by Ms. Merrill. The meeting Adjourned at 7:31 p.m.

The next Board of Trustee Meeting is scheduled for Monday, August 13 at 7:00 p.m.

Respectfully submitted,



Andrew Williams  
Utility Director

Approved:

\_\_\_\_\_ as Presented

\_\_\_\_\_ as Amended

\_\_\_\_\_  
Michael McDonald, Secretary

\_\_\_\_\_  
Marilyn Anderson, President



## TriCo Regional Sewer Utility

www.trico.eco Phone (317) 844-9200 Fax (317) 844-9203

### BOARD OF TRUSTEES MEETING

Clay Township Government Center

July 9, 2018

Please sign in:

Name

Address

Erin Vahrenkamp 1359 Holden Ct Carmel IN 46032  
Kevin Patterson 12659 Endore Ct. Carmel IN 46032  
Michael Sweeten 5259 Pines Ln Carmel 46033



## BOARD OF TRUSTEE MEETING

Monday July 23, 2018 at 5:30 p.m.

### Memorandum

#### **ROLL CALL**

Present: President Marilyn Anderson, Vice President Steve Pittman, Secretary Michael McDonald, members Eric Hand, Barb Lamb, Carl Mills and Michael Shaver. Others in attendance were Legal Counsel Anne Poindexter, Utility Director Andrew Williams, Engineering Manager Wes Merkle, Controller Cindy Sheeks and Administrative Assistant Maggie Crediford.

Absent: Treasure Jane Merrill and member Chuck Ford

#### **PUBLIC COMMENTS**

There was no one present at the meeting from the public.

#### **SEWER SERVICE AGREEMENT-SOUTHWEST CORNER OF 96<sup>TH</sup>/KEYSTONE**

Mr. Williams presented the Board with an updated draft of the agreement. He indicated that changes were highlighted in yellow. Mrs. Poindexter stated that the changes are clarifying items and do not change the terms of the agreement.

Mr. Pittman asked Mrs. Poindexter about the Utilities ability to lien a property in the event of nonpayment and if that language is referring to a recorded lien with the County in the event of a sale that would show up in any title work on the properties. Mrs. Poindexter confirmed that it would be a recorded lien.

Mr. Mills asked if the proposed 4% interest rate is fixed and what standard that rate was based off. Mr. Merkle stated that the 4% came from discussions with Mr. Buzz Krohn. Mr. Mills questioned the justification of the fixed rate as opposed to a variable rate. Ms. Anderson said that she assumed that the rate was fixed because the term is 5 years. Mr. Mills agreed that a fixed rate is OK for a 5-year term.

Mr. Shaver asked about the escrow amount. He asked if the \$50,000 per property owner is what makes up the escrow account and if the remainder of the amount would be financed for 5 years at 4%? Mrs. Poindexter stated that if the property owners decided to finance the project through TriCo, those would be the terms. Mr. Shaver asked about item 8 on page 11. In that paragraph it states, "Once PRIVATE SYSTEM is connected" Mrs. Poindexter suggested that she could change the wording to "immediately upon connection". Mr. Shaver liked that wording better. Mr. Shaver had concerns about the section that discusses failure to perform. He asked who owns the

parcel that is listed on the exhibit as being acquired by Carmel? Mrs. Poindexter stated that the parcel has been acquired by Carmel as part of their construction. Some of that parcel they will use during construction and probably will sell the balance once their construction is complete. Mr. Merkle clarified that Carmel does not currently own that property, they are in the process of condemning it. Mr. Shaver asked what will happen to the parcels that Carmel sells after construction. Mrs. Poindexter said that new owners would not be a signatory to this agreement, but the City of Carmel is and if they transfer the land to another party it is binding on successors. Mr. Shaver asked if disconnection is a remedy for nonpayment. Mrs. Poindexter stated that historically the Board has chosen not to plug lines and risk overflows when there is an appropriate legal remedy available. Mr. Shaver asked what the appropriate legal remedies are in this situation. Mrs. Poindexter stated that if they do not pay, the Board can file a lien on their property and have it foreclosed and collected through taxes. The other failure to perform would be the preliminary work that they're supposed to do on their private system and lift station. There are two choices, the Board can sue them because they violated the contract, or it can provide them notice that because they have not done the work and it is impacting TriCo's system that the Board is moving forward to make the necessary remedies and doing a chargeback to the property owners which brings it back to putting a lien on the property.

Mr. Pittman confirmed that the three property owners will each pay \$50,000. When Carmel auctions the remnant of their parcel, he asked if it will be noticed at auction that the person that acquires that parcel will also pay \$50,000? Mr. Merkle stated that Staff has asked that Carmel pay \$50,000 out of the proceeds it receives from each parcel.

Mr. Pittman questioned the 4% proposed interest rate for the financing offered to the property owners. He asked Mr. Mills what the prime rate is at the current time. Mr. Mills said that the lending rate today is higher than 4% on a fixed rate. Mr. Pittman asked what the Utility's Cost of Capital is? Mr. Mills said if the Utility were to borrow money today, unless they took a floating interest rate it would be more than 4%. Mr. Merkle stated that the thought process was to charge what the Utility would pay to borrow money if it needed to.

Mr. Hand asked for clarification on the role Carmel will play in the agreement. He asked if any of the other parcels are sub-dividable and if so would future owners of those parcels be responsible to pay an additional \$50,000? How many parcels will the Utility be charging Carmel for and will other land owners be treated the same if they subdivide their properties. Mrs. Poindexter asked what the Board would prefer. As it is written now it is \$50,000 from each land owner, if they decided to parcel off the property it would be for them to decide if they would pay \$25,000 and the owner of the parceled property would pay \$25,000 or if this owner would cover the whole \$50,000. This agreement is for the exiting parcels now. If the Board wishes it to be something else, adjustments can be made to the agreement. Mr. Hand stated that he wants the Board to have a meeting of the minds regarding the terms of this agreement and that the other parties in the agreement understand the terms as well. Mrs. Poindexter



asked the Board how they would like the terms to read and she can update the agreement.

Mr. Pittman stated that the property owners involved have already agreed to pay \$50,000 each and he would like to keep that, but he asked if it was communicated to Carmel as one \$50,000 payment or \$50,000 per parcel? Mr. Merkle said that Carmel has agreed that they would pay \$50,000 per parcel up front out of auction proceeds. Carmel also understands that if the parcels are auctioned off the purchaser would become an equal shareholder in the cost of the project and that needs to be communicated to whomever purchases the property. If the property is split into more than two parcels and additional money is collected over the amount due, monies would be credited back to the three other property owners. Mr. Pittman said that since there is an agreement between the parties regarding the \$50,000 payment upfront per property owner he would like to keep that portion of the agreement as is.

Mr. Shaver stated that he has concerns about the other property owners involved subdividing their parcels. Mrs. Poindexter explained that if parcels subdividing is a concern a provision can be added. The provision could state that if any existing property owner divides their parcel in the future, including but not limited to the City of Carmel, they agree to pay an additional \$50,000 per parcel. Mr. Pittman stated that if the \$50,000 per parcel works for TriCo, what is the concern about property owners subdividing their properties later? Ms. Anderson asked how \$50,000 was agreed upon. Mrs. Poindexter stated that it was set so the property owners would have an upfront stake in the project.

Mr. McDonald asked if there is a safety provision if the costs end up being significantly higher than the projected costs. Ms. Anderson stated that she understands that the \$50,000 per property owner is just the down payment on the funding for the project and that an upper limit isn't set because it is an unknown number at this point. Mrs. Poindexter confirmed that the \$50,000 payments per property owner is a down payment on the overall cost of the project and that the balance will be made in payments over 5 years. Mr. McDonald is concerned what will happen if project costs rise and property values drop. What would the likelihood be of recovering the rest of the project costs? He has concerns considering the tight budget and what will happen with other projects like expansion to the west. He questioned if a 4% rate of interest is enough. Mr. Merkle stated that with the elimination of Lift Station 6, the Utility plans to take that newer equipment from Lift Station 6 and reuse it to replace the private lift station being acquired. He stated that the estimates are based off what was seen when televising the system. The engineering work still needs to be done. If costs do creep up, staff will need to work with the property owners to figure that out. The concern is that these property owners need connection now with the work Carmel is doing at 96<sup>th</sup> Street and Keystone. Ms. Anderson pointed out that the way the agreement is written that no matter how big the cost of the project is the property owners have 5 years to pay back those costs. Mr. Pittman said that is true if the properties are worth more than the overall cost of the project.

Mr. Pittman asked where the Utility would be in the line if any of the properties were foreclosed on. Mrs. Poindexter stated that the Utility would be second in line after tax payments.

Mr. Mills asked what will happen to the Reinbold private lift station and what will happen to the flow created if we incorporate it into our system. Mr. Merkle said their wish is to have that eliminated and combined into this lift station and have their entire private system taken over by TriCo. Back in the 1980's the property owner purchased 85 EDU capacity from Carmel and the existing tenants are using from 5-10% of that capacity. Carmel is not interested in buying that back immediately, so we will figure out what the property owners need, and the rest would sit in escrow until new customers in the area come online and pay our EDU fees and that money will get reimbursed to these property owners.

Mr. Mills stated that he has concerns about the 4% interest rates. He suggested that they property owners should be extended a more realistic interest rate of 6% fixed. Ms. Anderson agreed that would protect the Utility if interest rates are to rise in the next 5 years. Mr. Pittman stated that a higher interest rate gives the borrowers incentive to pay off the balance.

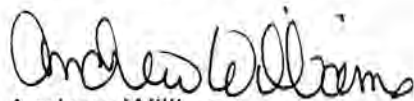
Mr. Shaver made a motion to update the agreement to reflect that if a property is subdivided each additional property owner would need to pay \$50,000 towards the cost of the project and that the interest rate extended to the borrows will be 6%. Mr. Mills seconded the motion and it was approved unanimously.

## **NEW BUSINESS**

## **ADJOURN**

The next Board of Trustees Meeting is scheduled for Monday August 13, 2018 at 7:00 p.m.

Respectfully submitted,



Andrew Williams  
Utility Director

Approved:

\_\_\_\_\_ as Presented  
\_\_\_\_\_ as Amended

\_\_\_\_\_  
Michael McDonald, Secretary

\_\_\_\_\_  
Marilyn Anderson, President



TriCo Regional Sewer Utility  
Register of Claims  
For the period 7/6/18 - 8/8/2018

Payment date	Payment number	Bank name	Payee name	Amount	Amount Allowed	Description
7/6/18	11714	Operating	Action Equipment Sales Co., Inc.	\$90.45	\$90.45	Equipment repairs
7/6/18	11715	Operating	AT & T	\$10.00	\$10.00	Internet
7/6/18	11716	Operating	AT & T	\$819.08	\$819.08	Internet
7/6/18	11717	Operating	BL Anderson Company, Inc.	\$290.00	\$290.00	Plant R & M
7/6/18	11718	Operating	Grainger	\$97.40	\$97.40	Link Belt
7/6/18	11719	Operating	Maggie Crediford	\$58.63	\$58.63	Business cards
7/9/18	11720	Operating	Allison Payment Systems LLC	\$4,930.87	\$4,930.87	Postage
7/9/18	11720	Operating	Allison Payment Systems LLC	\$3,488.18	\$3,488.18	Monthly bills
7/9/18	11721	Operating	Barbara Lamb	\$200.00	\$200.00	June board fees
7/9/18	11722	Operating	Carl S. Mills	\$200.00	\$200.00	June Board fees
7/9/18	11723	Operating	Charles Ford	\$50.00	\$50.00	June board fees
7/9/18	11724	Operating	Continental Utility Solutions, Inc.	\$700.00	\$700.00	Custom programming
7/9/18	11725	Operating	Eric Hand	\$150.00	\$150.00	June board fees
7/9/18	11726	Operating	Fluid Waste Services, Inc.	\$7,677.50	\$7,677.50	Sewer cleaning
7/9/18	11727	Operating	IN Dept. of Workforce Developme	\$491.00	\$491.00	June unemployment fees
7/9/18	11728	Operating	Indiana Media Group	\$167.30	\$167.30	Public hearing rate ordinance
7/9/18	11729	Operating	Jane B. Merrill	\$200.00	\$200.00	June board fees
7/9/18	11730	Operating	Maco Press	\$88.21	\$88.21	Business cards
7/9/18	11730	Operating	Maco Press	\$59.41	\$59.41	CIP-Neighborhood sewers
7/9/18	11731	Operating	Marilyn Anderson	\$300.00	\$300.00	June Board fees
7/9/18	11732	Operating	Michael A. McDonald	\$200.00	\$200.00	June Board fees
7/9/18	11733	Operating	Michael Shaver	\$150.00	\$150.00	June Board fees
7/9/18	11734	Operating	Steve Pittman	\$200.00	\$200.00	June Board Fees
7/9/18	11735	Operating	Taylor Oil Company, Inc.	\$1,738.47	\$1,738.47	Fuel purchases
7/9/18	11735	Operating	Taylor Oil Company, Inc.	\$2,138.02	\$2,138.02	Fuel for generator
7/9/18	11736	Operating	Vectren Energy Delivery	\$50.47	\$50.47	Plant
7/9/18	11737	Interceptor	National Bank of Indianapolis	\$3,000.00	\$3,000.00	CIP-Proj 1601-Easement
7/9/18	11741	Operating	Jason Lewin	\$82.84	\$82.84	Mileage
7/9/18	11742	Operating	IPL	\$5,758.72	\$5,758.72	LS 2
7/11/18	11743	Operating	Diane Buhler	\$1,500.00	\$1,500.00	Overpayment-11560 Weeping W
7/11/18	11744	Operating	Beverly Hale	\$31.92	\$31.92	Refund-Overpayment
7/18/18	11745	Operating	Michael Fendley	\$131.32	\$131.32	Overpayment - 11575 Sutton Pla
7/19/18	11746	Operating	AFLAC	\$535.00	\$535.00	Insurance
7/19/18	11747	Operating	AT&T Mobility	\$925.98	\$925.98	LS Wireless
7/19/18	11749	Operating	Carmel Utilities	\$13.06	\$13.06	LS 2
7/19/18	11750	Operating	Cindy Ferrulli	\$10.90	\$10.90	Mileage - Excel class
7/19/18	11751	Operating	Citizens Energy Group	\$85.94	\$85.94	Plant
7/19/18	11751	Operating	Citizens Energy Group	\$51.96	\$51.96	LS 24
7/19/18	11753	Operating	Joe Hood	\$54.50	\$54.50	Mileage
7/19/18	11754	Operating	Kinetrex Energy	\$7.38	\$7.38	Plant
7/19/18	11755	Operating	Jane Herndon	\$24.32	\$24.32	Refund-931 Sable Run
7/19/18	11756	Operating	Jeff Drake	\$43.40	\$43.40	Refund-14451 Quail Pointe Dr
7/19/18	11757	Operating	Valerie Love	\$6.33	\$6.33	Refund-14001 Bigelow Ct
7/19/18	11758	Operating	Ira Brown	\$20.79	\$20.79	Refund-13387 Beckwith Dr
7/19/18	11759	Operating	Michael Smith	\$31.92	\$31.92	Refund-10618 Penn Drive
7/19/18	11760	Operating	Nadine Powell	\$27.34	\$27.34	Refund-14209 Autumn Woods D
7/19/18	11761	Operating	Jakub Petersson	\$21.00	\$21.00	Refund-14231 Overbrook Dr
7/19/18	11762	Operating	Timothy Oliver	\$78.77	\$78.77	Refund-3228 Purple Ash Dr
7/19/18	11763	Operating	Marlene J Shumate c/o David Shu	\$21.70	\$21.70	Refund-1930 E 106th St
7/19/18	11764	Operating	Jor or Lynia Keadle	\$42.73	\$42.73	Refund-2263 Glebe St

Payment date	Payment number	Bank name	Payee name	Amount	Amount Allowed	Description
7/19/18	11765	Operating	Irina Gostomelsky	\$33.61	\$33.61	Refund-1660 Mustang
7/19/18	11766	Operating	Lei Yuan	\$32.64	\$32.64	Refund-11940 Mainning Pass
7/19/18	11767	Operating	Rachael Wojnowski	\$23.73	\$23.73	Refund-9610 Cypress Way
7/19/18	11768	Operating	Laura Aykroyd	\$14.00	\$14.00	Refund-2882 Stoneridge Ct
7/19/18	11769	Operating	Christopher Stokes	\$31.92	\$31.92	Refund-12963 Tuscany
7/19/18	11770	Operating	Michael Lemonds	\$31.92	\$31.92	Refund-12909 Currier St
7/19/18	11771	Operating	Kristen Allen	\$26.46	\$26.46	Refund-13429 Dumbarton St
7/19/18	11772	Operating	Vickii Delgado	\$34.21	\$34.21	Refund-4090 Huntsman Dr
7/19/18	11773	Operating	Gary or Jacqueline Plumton	\$17.32	\$17.32	Refund-10789 Diamond Dr
7/19/18	11774	Operating	Paul Mark Brittin	\$322.45	\$322.45	Refund-11524 Wildlife Ct
7/19/18	11775	Operating	Bryan Yourdon	\$32.64	\$32.64	Refund-1678 Summerlakes Ct
7/19/18	11776	Operating	Jeffrey Mackay or Patricia Perez	\$5.59	\$5.59	Refund-13420 Spotswood St
7/19/18	11777	Operating	Elizabeth Shuya	\$31.92	\$31.92	Refund-10444 S Orchard Park D
7/19/18	11778	Operating	Mariana Martin	\$7.67	\$7.67	Refund-1997 Rhettisbury St
7/19/18	11779	Operating	Michaelyn Warzniak	\$18.14	\$18.14	Refund-12770 Horseferry
7/19/18	11780	Operating	John A Harris	\$16.20	\$16.20	Refund-3800 Verdne Lane
7/19/18	11781	Operating	Mark or Sara Perlstein	\$21.36	\$21.36	Refund-10735 Towne Road
7/19/18	11782	Operating	Jeanine Arthur	\$18.27	\$18.27	Refund-2299 Glebe
7/19/18	11783	Operating	Maggie Crediford	\$64.21	\$64.21	Mileage reimbursement
7/19/18	11784	Operating	Andre Cole	\$26.46	\$26.46	Refund-11684 Shadowwood Ct
7/19/18	11786	Operating	Ryan Fuller	\$33.93	\$33.93	Refund-12968 Grenville
7/19/18	11787	Operating	Ray H Moistner	\$22.94	\$22.94	Refund-11093 Latonia Lane
7/19/18	11788	Operating	Judy or Dick Hilligoss	\$84.60	\$84.60	Refund-3846 Minuteman Circle
7/19/18	11789	Operating	Lisa Richardson	\$23.76	\$23.76	Refund-363 Mallard Ct
7/19/18	11790	Operating	Angelo or Julia Stanco	\$35.03	\$35.03	Refund-3725 Dunellen Circle
7/19/18	11791	Operating	Pooiseong Koong	\$20.94	\$20.94	Refund-13800 Stanford Dr
7/19/18	11792	Operating	Matthew Streicher	\$15.02	\$15.02	Refund-1616 Megan Dr
7/19/18	11793	Operating	Atlantis Realty Group	\$26.22	\$26.22	Refund-2978 Weatherstone dr
7/19/18	11794	Interceptor	Garrison Enterprises LLC	\$900.00	\$900.00	CIP-Proj 1601
7/19/18	11795	Operating	Carmel Utilities	\$576.47	\$576.47	Cleaning sewer lines
7/19/18	11796	Operating	Carmel Utilities	\$26.55	\$26.55	LS 26
7/19/18	11797	Operating	Donna Craig	\$25.07	\$25.07	Refund-10761 Indendence Way
7/24/18	11798	Operating	Carmel Utilities	\$12.46	\$12.46	LS 1
7/25/18	11799	Operating	AT & T	\$959.28	\$959.28	Internet
7/25/18	11800	Operating	Kien Huynh	\$150.00	\$150.00	Refund - Overpayment
7/30/18	11801	Operating	Williams Custom Art Builders	\$13.24	\$13.24	Refund-1785 Beaufain St
7/30/18	11802	Operating	Tricia Behringer	\$26.46	\$26.46	Refund-3820 Brigade Circle
7/30/18	11803	Operating	Timothy Homes	\$30.40	\$30.40	Refund-10520 Roxley Bend
7/30/18	11804	Operating	Timothy Oliver	\$30.00	\$30.00	Refund-3228 Purple Ash
7/30/18	11805	Operating	Michael Davidoff	\$23.73	\$23.73	Refund-10486 Roxley Bend
7/30/18	11806	Operating	Wei Li	\$20.57	\$20.57	Refund-14242 Espirit Dr
7/30/18	11807	Operating	William or Stacia Gudel	\$31.92	\$31.92	Refund-12036 Leighton Ct
7/30/18	11808	Operating	Rene Morcos Inc	\$25.00	\$25.00	Refund-10909 Jordan Road
7/30/18	11809	Operating	Kamran Baygani	\$18.27	\$18.27	Refund-12092 Ashcroft Place
7/30/18	11810	Operating	Elmer Richards	\$23.10	\$23.10	Refund-10814 Central Ave
7/30/18	11811	Operating	Carla Cox	\$208.56	\$208.56	Refund-10904 Timber Lane
7/31/18	11812	Operating	Aaron Strong	\$30.00	\$30.00	July cell phone
7/31/18	11813	Operating	Cindy Sheeks	\$57.24	\$57.24	Budget & Finance
7/31/18	11814	Operating	Eric Luis Delacruz	\$30.00	\$30.00	July cell phone
7/31/18	11815	Operating	Jeffrey Martin	\$30.00	\$30.00	July cell phone
7/31/18	11816	Operating	Kermin Huntley	\$30.00	\$30.00	July cell phone
7/31/18	11817	Operating	Nathan Crowder	\$30.00	\$30.00	July cell phone
7/31/18	11818	Operating	Sam Johnson	\$30.00	\$30.00	July cell phone
7/31/18	11819	Operating	ACE Technologies, LLC	\$2,675.00	\$2,675.00	Plant Support

Payment date	Payment number	Bank name	Payee name	Amount	Amount Allowed	Description
7/31/18	11819	Operating	ACE Technologies, LLC	\$3,000.00	\$3,000.00	Plant Support
7/31/18	11819	Operating	ACE Technologies, LLC	\$1,700.00	\$1,700.00	Plant Support
7/31/18	11819	Operating	ACE Technologies, LLC	\$1,300.00	\$1,300.00	Plant Support
7/31/18	11819	Operating	ACE Technologies, LLC	\$7,640.82	\$7,640.82	Plant Support
7/31/18	11819	Operating	ACE Technologies, LLC	\$11,361.61	\$11,361.61	Plant Support
7/31/18	11819	Operating	ACE Technologies, LLC	\$2,900.00	\$2,900.00	Collections support
7/31/18	11819	Operating	ACE Technologies, LLC	\$800.00	\$800.00	Collection support
7/31/18	11819	Operating	ACE Technologies, LLC	\$4,626.92	\$4,626.92	Collection support
7/31/18	11819	Operating	ACE Technologies, LLC	\$13,354.92	\$13,354.92	Collection support
7/31/18	11820	Operating	Allison Payment Systems LLC	\$4,932.28	\$4,932.28	Postage
7/31/18	11820	Operating	Allison Payment Systems LLC	\$3,485.79	\$3,485.79	Billing services
7/31/18	11821	Operating	Altman, Poindexter & Wyatt, LLC	\$2,377.00	\$2,377.00	Legal fees
7/31/18	11822	Operating	AT & T	\$701.02	\$701.02	Internet
7/31/18	11823	Operating	Barbara Lamb	\$300.00	\$300.00	July Board Fees
7/31/18	11824	Operating	Bee Green Lawn Care & Plant He	\$150.00	\$150.00	Mowing
7/31/18	11825	Operating	Bio Chem, Inc.	\$3,886.13	\$3,886.13	Biosolid disposals
7/31/18	11826	Operating	BL Anderson Company, Inc.	\$1,651.00	\$1,651.00	LS R & M
7/31/18	11827	Operating	Black Tie Courier	\$264.00	\$264.00	Courier service
7/31/18	11828	Operating	Blackburn Manufacturing Co	\$1,639.35	\$1,639.35	Screens
7/31/18	11829	Operating	Carl S. Mills	\$300.00	\$300.00	Board fees
7/31/18	11830	Operating	Carmel Utilities	\$81,297.18	\$81,297.18	July flow to Carmel
7/31/18	11831	Operating	Carmel Utilities	\$1,041.30	\$1,041.30	July reads
7/31/18	11832	Operating	Carmel Utilities	\$39.12	\$39.12	Storm water fees
7/31/18	11833	Operating	Charles Ford	\$50.00	\$50.00	Board fees
7/31/18	11834	Operating	Chrismin Communications Inc	\$1,144.95	\$1,144.95	Cameras
7/31/18	11835	Operating	Clay Township Trustee	\$3,167.19	\$3,167.19	Clay Township operating expens
7/31/18	11836	Operating	Culy Contracting, Inc.	\$1,255.00	\$1,255.00	Repair bench wall
7/31/18	11837	Operating	Cummins Crosspoint	\$854.60	\$854.60	LS R & M po 1598
7/31/18	11837	Operating	Cummins Crosspoint	\$781.84	\$781.84	LS R & M
7/31/18	11837	Operating	Cummins Crosspoint	\$721.78	\$721.78	LS R & M
7/31/18	11837	Operating	Cummins Crosspoint	\$1,204.32	\$1,204.32	LS R & M
7/31/18	11837	Operating	Cummins Crosspoint	\$610.11	\$610.11	LS R & M
7/31/18	11837	Operating	Cummins Crosspoint	\$1,216.35	\$1,216.35	LS R & M
7/31/18	11837	Operating	Cummins Crosspoint	\$850.42	\$850.42	LS R & M
7/31/18	11837	Operating	Cummins Crosspoint	\$320.54	\$320.54	LS R & M
7/31/18	11837	Operating	Cummins Crosspoint	\$321.78	\$321.78	LS R & M
7/31/18	11837	Operating	Cummins Crosspoint	\$1,091.58	\$1,091.58	LS R & M
7/31/18	11837	Operating	Cummins Crosspoint	\$323.64	\$323.64	LS R & M
7/31/18	11837	Operating	Cummins Crosspoint	\$326.72	\$326.72	LS R & M
7/31/18	11837	Operating	Cummins Crosspoint	\$327.96	\$327.96	LS R & M
7/31/18	11837	Operating	Cummins Crosspoint	\$436.71	\$436.71	LS R & M
7/31/18	11837	Operating	Cummins Crosspoint	\$670.23	\$670.23	LS R & M
7/31/18	11838	Operating	Cummins Crosspoint	\$304.13	\$304.13	LS R & M
7/31/18	11839	Operating	Daystar Directional Drilling Inc.	\$12,161.52	\$12,161.52	Line reparis
7/31/18	11840	Operating	DynaMark	\$150.00	\$150.00	Banner
7/31/18	11840	Operating	DynaMark	\$1,020.00	\$1,020.00	Table covers
7/31/18	11840	Operating	DynaMark	\$614.45	\$614.45	Centerpoint
7/31/18	11841	Operating	Eagle Valley Inc.	\$252,049.06	\$252,049.06	CIP - Proj 1702 96th & Keystone
7/31/18	11842	Operating	Eco Infrastructure Solutions, Inc.	\$178.22	\$178.22	Equipment repairs
7/31/18	11842	Operating	Eco Infrastructure Solutions, Inc.	\$360.00	\$360.00	Paint
7/31/18	11843	Operating	eGov Strategies, LLC	\$1,450.00	\$1,450.00	Website
7/31/18	11844	Operating	Environmental Resource Associat	\$562.40	\$562.40	Sewer Sampling
7/31/18	11845	Operating	Environmental Systems Research	\$8,100.00	\$8,100.00	Software
7/31/18	11846	Operating	Eric Hand	\$300.00	\$300.00	Board meeting per diems

Payment date	Payment number	Bank name	Payee name	Amount	Amount Allowed	Description
7/31/18	11847	Operating	Fast Signs #240301	\$233.00	\$233.00	TriCo Decals
7/31/18	11848	Operating	Fastenal Company	\$444.16	\$444.16	LS R & M
7/31/18	11848	Operating	Fastenal Company	\$204.91	\$204.91	Plant R & M
7/31/18	11849	Operating	Fluid Waste Services, Inc.	\$650.00	\$650.00	Televising
7/31/18	11849	Operating	Fluid Waste Services, Inc.	\$10,450.00	\$10,450.00	Televising
7/31/18	11849	Operating	Fluid Waste Services, Inc.	\$2,916.25	\$2,916.25	Televising
7/31/18	11850	Operating	Gordon Plumbing, Inc	\$107.00	\$107.00	Repairs
7/31/18	11850	Operating	Gordon Plumbing, Inc	\$107.00	\$107.00	Repairs
7/31/18	11850	Operating	Gordon Plumbing, Inc	\$107.00	\$107.00	Repairs
7/31/18	11851	Operating	Hach Company	\$440.75	\$440.75	Chemicals
7/31/18	11851	Operating	Hach Company	\$1,539.47	\$1,539.47	Chemicals
7/31/18	11852	Operating	Indianapolis Star	\$328.48	\$328.48	Rate ordinance
7/31/18	11853	Operating	IPL	\$5,449.53	\$5,449.53	LS 2
7/31/18	11853	Operating	IPL	\$40.27	\$40.27	LS 18
7/31/18	11853	Operating	IPL	\$39.81	\$39.81	LS 22
7/31/18	11853	Operating	IPL	\$403.16	\$403.16	LS 8
7/31/18	11853	Operating	IPL	\$787.62	\$787.62	LS 10
7/31/18	11853	Operating	IPL	\$64.24	\$64.24	LS 20
7/31/18	11853	Operating	IPL	\$272.74	\$272.74	LS 9
7/31/18	11853	Operating	IPL	\$76.45	\$76.45	LS 12
7/31/18	11853	Operating	IPL	\$78.05	\$78.05	LS 24
7/31/18	11853	Operating	IPL	\$52.82	\$52.82	LS 25
7/31/18	11853	Operating	IPL	\$122.78	\$122.78	Valve Vault
7/31/18	11853	Operating	IPL	\$110.13	\$110.13	LS 3
7/31/18	11855	Operating	IUPPS	\$2,001.65	\$2,001.65	Locates
7/31/18	11856	Operating	Jane B. Merrill	\$200.00	\$200.00	July board meetings
7/31/18	11857	Operating	Johnson Controls	\$661.05	\$661.05	Plant Security System
7/31/18	11858	Operating	Landmark	\$2,310.00	\$2,310.00	Plant R & M
7/31/18	11858	Operating	Landmark	\$822.50	\$822.50	Mowing
7/31/18	11859	Operating	M S Consultants, Inc	\$740.00	\$740.00	CIP Proj 1702 96th/Keystone
7/31/18	11860	Operating	Maco Press	\$138.70	\$138.70	Sign
7/31/18	11860	Operating	Maco Press	\$232.42	\$232.42	Envelopes
7/31/18	11860	Operating	Maco Press	\$1,467.88	\$1,467.88	Billing insert - new rates
7/31/18	11861	Operating	Marilyn Anderson	\$400.00	\$400.00	Board fees
7/31/18	11862	Operating	Merrell Brothers, Inc.	\$520.00	\$520.00	LS 6 grease disposal
7/31/18	11862	Operating	Merrell Brothers, Inc.	\$11,508.77	\$11,508.77	Biosolid disposal
7/31/18	11863	Operating	Michael A. McDonald	\$300.00	\$300.00	July board meetings
7/31/18	11864	Operating	Michael Shaver	\$200.00	\$200.00	July board meetings
7/31/18	11865	Operating	Nalco Water Pretreatment Solutio	\$138.59	\$138.59	Sewer Sampling
7/31/18	11866	Operating	Napa Auto Parts	\$77.87	\$77.87	Repair parts
7/31/18	11866	Operating	Napa Auto Parts	\$138.99	\$138.99	Repair parts
7/31/18	11866	Operating	Napa Auto Parts	\$36.96	\$36.96	Repair parts
7/31/18	11866	Operating	Napa Auto Parts	\$24.50	\$24.50	Repair parts
7/31/18	11867	Operating	North Central Laboratories	\$662.40	\$662.40	Sewer sampling
7/31/18	11868	Operating	Office Depot	\$71.11	\$71.11	Office supplies
7/31/18	11868	Operating	Office Depot	\$74.98	\$74.98	Office supplies
7/31/18	11868	Operating	Office Depot	\$57.16	\$57.16	Office supplies
7/31/18	11868	Operating	Office Depot	\$101.94	\$101.94	Office supplies
7/31/18	11868	Operating	Office Depot	\$227.42	\$227.42	Office supplies
7/31/18	11869	Operating	Pings Tree Service	\$430.00	\$430.00	Trees
7/31/18	11870	Operating	Praxair Distribution, Inc.	\$28.15	\$28.15	Gases
7/31/18	11871	Operating	Quick Lane	\$469.69	\$469.69	Vehicle repairs
7/31/18	11872	Operating	Range Kleen Mfg., Inc.	\$603.05	\$603.05	Fat trapper bags
7/31/18	11873	Operating	Republic Services #761	\$338.64	\$338.64	Trash service

Payment date	Payment number	Bank name	Payee name	Amount	Amount Allowed	Description
7/31/18	11874	Operating	Rocky Mountain Landscape Mgmt	\$1,740.00	\$1,740.00	CIP Proj 1602
7/31/18	11875	Operating	Ryan Osborne, Inc	\$581.25	\$581.25	Software support
7/31/18	11876	Operating	Safety Resources, Inc.	\$1,190.94	\$1,190.94	Safety training
7/31/18	11877	Operating	SAL Chemical	\$3,666.00	\$3,666.00	Chemicals
7/31/18	11878	Operating	Shrewsberry & Associates, LLC	\$7,469.50	\$7,469.50	Albany Place Sect 2
7/31/18	11878	Operating	Shrewsberry & Associates, LLC	\$204.50	\$204.50	Waterfront of West Clay Sect 2C
7/31/18	11878	Operating	Shrewsberry & Associates, LLC	\$225.00	\$225.00	Sanctuary at 116th Sect 2B
7/31/18	11878	Operating	Shrewsberry & Associates, LLC	\$4,125.00	\$4,125.00	Grand Brook Memory
7/31/18	11878	Operating	Shrewsberry & Associates, LLC	\$450.00	\$450.00	Grand Brook
7/31/18	11879	Operating	Signius Communications	\$76.49	\$76.49	Answering service
7/31/18	11880	Operating	Simplifile	\$150.00	\$150.00	Filing fees
7/31/18	11881	Operating	Steve Pittman	\$300.00	\$300.00	July Board meetings
7/31/18	11882	Operating	Strand Associates, Inc.	\$851.17	\$851.17	CIP Proj 1702 Outfall
7/31/18	11883	Operating	Taylor Oil Company, Inc.	\$45.75	\$45.75	Fuel
7/31/18	11883	Operating	Taylor Oil Company, Inc.	\$11.75	\$11.75	Fuel
7/31/18	11883	Operating	Taylor Oil Company, Inc.	\$1,705.11	\$1,705.11	Fuel
7/31/18	11884	Operating	Taylor Systems, Inc.	\$106.75	\$106.75	Monthly billing
7/31/18	11885	Operating	TPI Utility Construction	\$210,075.00	\$210,075.00	CIP-Proj 1707 Williams Creek, A
7/31/18	11886	Operating	USA BlueBook	\$4,359.95	\$4,359.95	Sewer sampling
7/31/18	11887	Operating	Utility Supply Company	\$17.59	\$17.59	Line Maintenance
7/31/18	11887	Operating	Utility Supply Company	\$203.50	\$203.50	Line Maintenance
7/31/18	11887	Operating	Utility Supply Company	\$70.72	\$70.72	Vestal Cover
7/31/18	11888	Plant Expar	GRW	\$3,945.00	\$3,945.00	CIP Proj 1902 Plant Expansion
7/31/18	11889	Plant Expar	O. W. Krohn & Associates, LLP	\$6,000.00	\$6,000.00	CIP - Proj 1902 Plant expansion
7/31/18	11890	Interceptor	GRW	\$2,500.00	\$2,500.00	CIP Proj 1901
7/31/18	11890	Interceptor	GRW	\$4,950.00	\$4,950.00	CIP Proj 1901
7/31/18	11891	Interceptor	HWC Engineering	\$6,824.00	\$6,824.00	CIP Proj 1801
8/8/18	11892	Operating	Community Occupational Health S	\$47.00	\$47.00	Drug screening
8/8/18	11893	Operating	Faco Waterworks, LLC	\$4,232.00	\$4,232.00	CIP-Annual repairs at the plant
8/8/18	11894	Operating	Purafil, Inc.	\$7,869.63	\$7,869.63	Chemicals
8/8/18	11895	Operating	Brehob Corporation	\$730.10	\$730.10	Equipment repairs
7/6/18	20180291	Operating	Empower Retirement (Hoosier ST	\$7,367.50	\$7,367.50	Roth, 401A, 457b
7/3/18	20180292	Operating	ADP	\$57,153.04	\$57,153.04	PPE 06/29/2018
7/13/18	20180294	Operating	PNC Bank	\$5,302.51	\$5,302.51	CC EXPENSES JUNE
7/13/18	20180295	Operating	ADP	\$135.98	\$135.98	Workforce Now Payroll Solutions
7/17/18	20180296	Operating	ADP	\$55,712.55	\$55,712.55	Payroll PPE 7/13/18
7/17/18	20180297	Operating	Empower Retirement (Hoosier ST	\$7,369.52	\$7,369.52	401A, 457b, Roth Contributions
7/19/18	20180298	Operating	Anthem Blue Cross Blue Shield	\$31,936.83	\$31,936.83	H Ins - August
7/19/18	20180299	Operating	AT&T Mobility	\$1,352.16	\$1,352.16	Cell phones
7/24/18	20180300	Operating	Mutual of Omaha	\$3,618.32	\$3,618.32	Insurance - August 2018
7/26/18	20180301	Operating	Vectren Energy Delivery	\$17.00	\$17.00	LS 10
7/26/18	20180301	Operating	Vectren Energy Delivery	\$17.00	\$17.00	LS 4
7/26/18	20180301	Operating	Vectren Energy Delivery	\$47.03	\$47.03	LS 2
7/20/18	20180302	Operating	ADP	\$252.53	\$252.53	ADP Payroll and Time & Attenda
7/31/18	20180303	Operating	ADP	\$54,109.94	\$54,109.94	PPE 7/27/18
7/31/18	20180304	Operating	Empower Retirement (Hoosier ST	\$7,190.63	\$7,190.63	401a, 457b, Roth
7/31/18	20180305	Operating	Duke Energy	\$19,233.20	\$19,233.20	Plant Service
7/31/18	20180306	Operating	Duke Energy	\$901.51	\$901.51	LS 14
7/31/18	20180307	Operating	Duke Energy	\$207.57	\$207.57	LS 16
7/31/18	20180308	Operating	Duke Energy	\$393.36	\$393.36	LS 23
7/31/18	20180309	Operating	Duke Energy	\$355.71	\$355.71	LS 4
7/31/18	20180310	Operating	Duke Energy	\$220.38	\$220.38	LS 21
7/31/18	20180311	Operating	Duke Energy	\$1,469.80	\$1,469.80	LS 1
7/31/18	20180312	Operating	Duke Energy	\$217.17	\$217.17	LS 11



Payment date	Payment number	Bank name	Payee name	Amount	Amount Allowed	Description
7/31/18	20180313	Operating	Duke Energy	\$134.88	\$134.88	LS 5
7/31/18	20180314	Operating	Duke Energy	\$56.10	\$56.10	LS 6
7/31/18	20180315	Operating	Duke Energy	\$334.93	\$334.93	LS 19
7/31/18	20180316	Operating	Duke Energy	\$580.96	\$580.96	LS 26
7/31/18	20180317	Operating	Duke Energy	\$724.82	\$724.82	LS 17
7/5/18	20180318	Operating	IT Indianapolis	\$1,566.86	\$1,566.86	June service
7/31/18	20180319	Operating	Citizens State Bank	\$20.00	\$20.00	Bank charge - July 2018
7/31/18	20180320	Operating	Vectren Energy Delivery	\$49.99	\$49.99	Plant
7/31/18	20180321	Operating	IT Indianapolis	\$300.00	\$300.00	Datto - final bill
7/31/18	20180321	Operating	IT Indianapolis	\$3,000.00	\$3,000.00	Domain rename
7/31/18	20180322	Operating	IT Indianapolis	\$4,488.00	\$4,488.00	July support
7/31/18	20180323	Operating	IT Indianapolis	\$2,079.00	\$2,079.00	Software support

\$1,078,463.75    \$1,078,463.75

#### ALLOWANCE OF CLAIMS

We have examined the claims listed on the foregoing Register of Claims, consisting of 6 pages, and except for claims not allowed as shown on the register, such claims are hereby allowed in the total amount of

**\$1,078,463.75**

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Selected Statistics 2018	January	February	March	April	May	June	July	2018 Monthly Average	2018 YTD	2017 Total Through July
<b>Maintenance Information</b>										
Lateral Inspections	21	38	39	35	44	44	61	40	282	263
Certified I&I Inspections	46	41	46	40	65	83	71	56	392	416
Failed I&I Inspections	0	0	1	0	2	1	0	1	4	8
Sewer Locates	317	443	519	735	705	674	588	569	3,981	4,104
Manholes Added	2	28	0	4	4	12	-1	7	49	11
Total # of Manholes	5,774	5,802	5,802	5,806	5,810	5,822	5,821	n/a	5,821	5,713
Manholes Inspected	12	2	836	867	52	18	9	257	1,796	1,898
Feet of Sewer Added	721	4,973	9	699	1,965	8,613	-484	2,357	16,496	26,660
Total Footage of Sewers	1,631,147	1,636,120	1,636,129	1,636,828	1,638,793	1,647,406	1,646,922	1,639,049	1,646,922	1,602,669
Feet of Sewer Televised	11,877	16,098	31,206	22,459	29,338	33,797	3,292	21,152	148,067	168,550
Feet of Sewer Cleaned	462	362	0	590	0	4,700	1,204	1,045	7,318	15,236
Overflows	0	0	1	0	0	0	1	0	2	4
<b>Station 1 to Camel Utilities</b>										
Rainfall / Precipitation (inches)	1.66	4.22	2.82	3.08	1.30	3.82	2.70	2.80	19.60	33.22
Total Flow (gallons)	51,695,973	56,614,383	62,758,901	63,146,988	50,056,093	60,396,201	53,380,049	56,864,084	398,048,588	445,323,935
Maximum Daily Flow (gallons)	2,272,143	3,929,994	3,687,057	3,429,916	1,897,586	1,248,989	2,241,832	2,672,502	3,929,994	4,972,000
Average Daily Flow (gallons)	1,667,612	2,021,942	2,024,481	2,104,900	1,614,712	2,013,206	1,721,937	1,881,256	n/a	n/a
Minimum Daily Flow (gallons)	1,328,783	1,393,460	1,461,980	1,658,375	1,519,663	1,248,989	1,320,669	1,418,846	1,248,989	1,257,704
<b>Michigan Road WWT</b>										
Total Flow (gallons)	77,717,000	76,466,000	85,363,000	83,867,000	72,867,000	68,073,000	70,160,000	76,359,000	534,513,000	592,242,000
Maximum Daily Flow (gallons)	3,136,000	4,746,000	4,510,000	7,867,000	2,582,000	2,900,000	2,768,000	4,072,714	7,867,000	8,710,000
Average Daily Flow (gallons)	2,507,000	2,730,929	2,753,645	2,795,567	2,340,806	2,269,100	2,263,300	2,522,907	n/a	n/a
Minimum Daily Flow (gallons)	2,214,000	2,291,000	1,637,000	2,347,000	2,105,000	1,922,000	2,079,000	2,085,000	1,637,000	2,255,000
Total Flow to Both Plants	129,412,973	133,080,383	148,121,901	147,013,988	122,923,093	128,469,201	123,540,049	133,223,084	932,561,588	1,037,565,935
<b>Biosolids Handling (gallons)</b>										
Wasted (Biosolids)	874,610	1,231,640	1,098,780	1,174,090	1,459,340	1,125,790	1,574,000	1,219,750	8,538,250	6,920,773
Dewatered	353,000	257,000	260,000	324,000	384,000	378,000	485,000	348,714	2,441,000	1,745,014
Digested Sludge Withdrawn	834,900	803,000	960,200	867,600	735,800	896,100	900,000	856,800	5,997,600	5,647,700
<b>Customer Information</b>									15,235	
New Sewer Service Accounts	17	25	22	24	40	36	34	28	198	234
Permits Issued	33	34	47	56	49	36	40	42	295	246

# THE TRICO CONNECTION

Volume 11 Issue 8 August, 2018  
**MONTHLY NEWSLETTER**

## FINANCIAL UPDATE -CINDY SHEEKS

June 2018 revenues totaled \$641,841 which is slightly above projections of \$637,572 by \$4,242 (0.67%). Residential sales were \$388,947 which comprised 60.60% of the total revenue and 0.86% lower than expected. Commercial sales totaled \$229,443 which is 37.49% of total revenue and 1.57% higher than expected. Commercial revenue was \$42,000 higher in June than in May. Total operating expenses were \$417,480 in June which is 6.4% below the monthly budget. Wages and benefits spending was above budget by 0.32% for a total of \$173,434 during the month. Administration spending was \$39,949 in June and under budget by \$17,750 or 30%. Treatment costs totaled \$135,342 which is under budget by \$7,158 or 5%. Collection costs totaled \$68,845 in June which was \$4,155 or 5.69% under budget. Net income was \$174,311.25 after depreciation and amortization of CIAC in June which is above projections by \$9,028 for the month. YTD net income is \$790,333 after depreciation and amortization of CIAC.

### Spending Breakdown in June:

Wages – 41.52%

Administration – 9.57%

Treatment Costs – 32.42%

Collection Costs – 16.491038%

### Spending Breakdown YTD:

Wages - 41.17%

Administration – 13.05%

Treatment Costs - 36.87%

Collection Costs – 8.90%

Cash generated for June shows a net increase in all funds by \$174,700. YTD cash balances have increased by \$1,372,017. Capital spending was \$92,540 for the month. It included spending for Headworks Improvements, post treatment outflow, 106<sup>th</sup> St Force Main and 96<sup>th</sup> and Keystone relocation. Cash on hand at 06/30/2018 is \$8,131,804. The balances in the funds are listed below:

Operating \$1,447,636

Interceptor \$-62,821

Plant Expansion \$4,230,701

Operating Reserve \$2,192,400

Reserve for Replacement \$321,258

## It Always Seems Impossible Until It's Done.

-Nelson Mandela

### In This Issue

Financials	1
Plant Report	2
Collections Report	2
Engineering & Construction	3
Customer Service Report	4
Safety update	4
Birthdays & Anniversaries	4

### Calendar of Events

August	13	Board Meeting	7:00 p.m.
August	14	Staff Meeting	10:00 a.m.
August	24	B&F Meeting	7:30 a.m.
August	27	P&B Meeting	7:30 a.m.
September	4	C&C Meeting	4:30 p.m.



**PLANT REPORT – SCOT WATKINS**

There were 29 FOG inspections done this month and the remaining quarterly reports have been entered. The staff finished entering the remaining Quarterly Reports into the system. We had several facilities that were issued violations and fees for non-compliance. Most of those violations were for documentation violations. Staff reviewed plans for new facilities coming in to our District: These include the Hyatt Place Hotel, LePeep Restaurant, Church Brothers Collision addition and Rosati's Pizza.

Plant staff completed UV channel maintenance and replaced several bulbs and ballast that were showing signs of wear. Clarifier #1 was taken down for pump inspection and the staff was able to trouble shoot a bad VFD and have scheduled its replacement. The Water Resource Recovery Facility updated the front landscape lighting to all LED to help lower energy and repair cost. Plant staff completed belt press semiannual maintenance by replacing the hydraulic oil and greasing bearings. Several of our plant employees worked the booth at CarmelFest educating and giving away items to remind them to "Can the Grease". The Plant lab staff completed and passed the annual required Discharge Monitoring Report - Quality Assurance (DMR-QA) tests. The scum pump station had a pump failure and is being repaired by staff and should be back in service soon.

**COLLECTIONS REPORT – AARON STRONG**

Collections staff completed annual pump inspections in the month of July, performing preventative maintenance and repairs on 54 pumps at all 24 lift stations. Crews will now shift focus to the 12 pumps located at the TriCo Water Resource Recovery Facility with preventative maintenance expected to be completed in the first week of August.

Collections engaged in a joint venture with Engineering staff to pothole utilities for the new Lift Station 14 force main design. Staff hydro excavated 23 utilities that may be in direct conflict with the new line and grade of the proposed force main. Crews exposed the utilities that ranged from 2 to 8 feet deep and placed stand pipes on them for future measurements and location.

Four Cured-in-Place Pipe (CIPP) repairs were completed that were identified by routine camera inspection last month. Three pipe patches were installed in the Buckhorn subdivision and one repair was made in the Cheswick Place. This trenchless technology allows TriCo to repair damaged sanitary mains that would historically be repaired by traditional and costly excavations.

Camera crews televised two projects that are nearing the end of the warranty period in the month of July totaling just under 3,000 feet. Warranty televising is performed primarily on developer driven projects before the 3-year maintenance bond is due to expire. Inspections were performed on Lakeside Apartments and Westmont Sec 2B with no issues found.

Manhole rehabilitation continues with 29 manholes receiving grout injection to stop sources of ground water infiltration at chimney, barrel and manhole boots. Grout injection is a process in which a hole is drilled through the manhole structure and an acrylic grout is pumped behind the manhole to stop infiltration and stabilize soils.

Collections staff welcomes our new employee, Cole Closser. Cole has 2 years' experience in the wastewater industry most recently with Culy Contracting where he performed manhole rehabilitation. We are pleased to have Cole as the newest member of our workgroup.

## CONSTRUCTION & ENGINEERING-WES MERKLE

In the month of July, the Engineering Department completed 588 locates, 71 I&I inspections and 67 lateral inspections. Nate is monitoring 96<sup>th</sup> Street and Keystone Avenue road and drainage construction activities daily to reduce the risk of damage to the Lift Station 1 force main. He is similarly monitoring path and drainage construction on West 96<sup>th</sup> Street. He also completed troubleshooting of tone wire in Springmill Heights and Springmill Place. 2,144 locate requests were received and reviewed. Nate and Jeff began locating buried infrastructure using GPS at the plant. This work is being done to improve record drawings and reduce utility conflicts during plant expansion, which will save a lot of time and money in the future. Jeff is working on several internal mapping and GIS projects throughout our service area, including an update of Basin 14 (Austin Oaks) EDU statistics and identifying how to service unsewered estate lots in the future.

Kermin trained Sam on I&I inspections so he could assist with inspection duties. Sam continued to assist with locates and other duties as well. Sam leaves for school shortly. He has been a very big help this summer and will be missed. Ryan worked with Maggie to send letters to 13 remaining unsewered subdivisions to gauge interest in sewer availability. Ryan has been monitoring multiple capital and private development projects under construction in addition to plan review, permitting and project-related duties. Eric observed remaining work on the neighborhood sewer project as well as the 96<sup>th</sup> Street and Keystone relocation project. Punch list items have been completed and all lines are in service. Eric also completed 3-year warranty inspections at Ashmoor Subdivision. Eric is observing construction of the Jackson's Grant Section 6 sewer extension, which should be complete later this month. Plans to extend the last run of this sewer, which will eliminate Lift Station 4 (Springmill Ridge), are nearly complete. Bids for construction should be received later this month, pending discussions with Mrs. Book regarding easements across her property.

Lift Station 14 (Austin Oaks) parallel force main project design continues. Engineering and Collections staff potholed existing buried utilities along Michigan Road and Willow Road; the collected information will resolve potential conflicts during construction, saving time and money. Six property owners along Michigan Road have been contacted regarding easements needed for this project. The WWTP outfall sewer project design is underway. The Haver Way private lift station (located next to the abandoned Burger King at 96<sup>th</sup> Street and Keystone) has been connected to TriCo sewers. Staff is continuing earlier planning efforts for this area before beginning design on a new lift station and related improvements.



Haver Way  
Force Main  
Connection  
at 96th  
Street and  
Keystone.



### CUSTOMER SERVICE—SHELLY KEEFE

Two contract liens were released, leaving 11 active contract accounts.

Balanced billing is being reviewed for September statements which reflect August usage. The 5% rate increase will be reflected on those bills as well.

CUSI is training Customer Service staff on the new customer portal and we anticipate going live by the end of August. This will greatly improve the customer's experience in accessing their accounts and paying their bills.

In August, 34 new customers were added to billing. The total number of customers receiving their statement by email is now 2,720, which is an increase of 85 customers. We continually encourage paperless billing as well as auto debit as a payment option.

### SAFETY UPDATE - LOREN PRANGE

TriCo has had no reportable injuries and has gone 3074 days without a loss time accident. The following safety tailgate sessions were held:

06/27/18 Workplace Shootings  
07/03/18 Prevent Heat Illness  
07/10/18 Weld Well to End Well

The monthly inspection for fire extinguishers were completed this month. Annual inspection of portable and stationary generators was completed and checked for safe operation.

Semi Annual service on the Pretreatment building's air monitors were completed. They monitor the air quality on the upper and lower levels of this building. The Pretreatment building screens out the inorganic material of the raw wastewater and hydrogen sulfide can be released from the wastewater into the building. If the hydrogen sulfide level gets above safe levels, SCADA will call the Operator in charge and sound an alarm in the building.



### Taking Water Reclamation to the Next Level

#### Drew Williams

While attending the Singapore International Water Week, the Scholars were given a tour of the Changi Water Reclamation Plant that is operated by the Singapore Public Utility Board. The PUB is responsible for ensuring a sustainable and efficient water supply. The PUB regulates and oversees the country's entire water supply system, which comprises the water catchment systems, drainage systems, water works, water reclamation plants and sewage systems. Singapore's clean and drinkable tap water meets the drinking water standards set by the World Health Organization and is widely available everywhere across the island. In order to meet the demand, the Changi plant treats the wastewater to drinking water standards and bottles it as a PR effort.



#### Birthday

Jeff Martin

August 13

#### Anniversary

Cindy Sheeks

August 15

2 Years of Service



## BUDGET & FINANCE COMMITTEE and CAPITAL & CONSTRUCTION JOINT MEETING

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Friday July 27, 2018 at 7:30 a.m.  
Memorandum

Members Present: B & F Committee Chair Jane Merrill, members Michael McDonald and Carl Mills. C & C Committee Chair Steve Pittman, members Marilyn Anderson and Eric Hand. Board Member Michael Shaver. Others in attendance were Utility Director Andrew Williams, Engineering Manager Wes Merkle, Plant Superintendent Scot Watkins, Consultant Buzz Krohn and Administrative Assistant Maggie Crediford.

The meeting was called to order at 7:32 a.m.

Mr. McDonald arrived at 7:38 a.m.

### **PUBLIC COMMENT**

There was no one present from the public at the meeting.

### **FINANCIAL STATEMENTS AND INVESTMENTS**

Mr. Mills noted that commercial sales are off from the 2017 numbers by a significant amount. He stated that the Utility is at 83% of where the B&F Committee thought the budget would be at the 6-month mark. He had two questions for Ms. Sheeks, the first was regarding interest and investments. He questioned the “actual through 6/30/2018 showing \$20,000, but \$55,000 was budgeted. He asked if the deficit is because the Utility is drawing down on the balance? Ms. Sheeks stated that she used the former budgeting processes in this area. Previously all the categories listed were thrown into the investments and then broken out in practice into “interest and investment banking” Next year she will make that a better number. Mr. Mills agreed that he would like to see the budget broken down differently for next year to avoid confusion.

Mr. Mills questioned the “actual income surplus” balance through 6/30/2018 of \$780,000 and if you double that it would be \$1.5 million for the year which would have the Utility at 71% of the projected budget. Ms. Sheeks stated that is the non-cash number what is shown is the net of amortization number. Mr. Mills suggested that when budgeting for 2019 he would suggest backing off the commercial projections. He said that the residential number looks more consistent with the budget. Mr. McDonald stated that when looking at the budget the commercial and residential both appear to be off but end up equalizing each other. He agreed that the Staff and the Committee need to be more conservative about their projections for the 2019 Budget.



## **WWTP EXPANSION PROJECT #1902**

Mr. Merkle stated that the Eagle Creek Outfall Sewer Expansion is an independent project from the plant expansion but needs to be done as soon as possible with construction in 2019 to take full advantage of the 15.3 MGD peak hour capacity available at the plant. The current combined plant capacity between TriCo's plant and the City of Carmel's plant is 6.13 MGD average daily flow and 21.4 MGD wet weather peak flow. Combined system flows in 2017 are 4.49 MGD average daily flows which is 74% of capacity and 16.5 MGD wet weather peak flow which is 77% of capacity. Growth in the service area since 2008 has been averaging 520 EDUs per year. If the flow to the plant reaches or exceeds 90% of capacity it triggers a warning letter for IDEM. There are operational challenges that arise as the plant nears capacity.

Mr. Merkle presented a chart showing the growth trends since 2004 in the service area. Mr. Pittman confirmed from the projections on the chart presented that Mr. Merkle is projecting around 800 EDUs in 2018 consisting of both commercial and residential customers, he asked what the percentage breakdown is between residential and commercial customers. Mr. Merkle stated that he would have to get back with Mr. Pittman on those numbers for 2018. Mr. Mills asked why the accounts added have dropped but the EDUs have gone up and why those are not closer together. Mr. Merkle stated that accounts added includes commercial and multi-family, there is also a lag because EDUs are paid and accounted for during the permitting phase and several months later there will be an account associated with that property that comes on line after the development is complete.

Mr. Merkle presented a chart provided by Strand Associates in 2014 showing the growth history and projections with the estimated buildout will consist of 21,900 EDUs at buildout around 2032 if things continue as they are now. The peak hour flow will be over 90% in 2021. The average daily flow of combined capacity will be over 90% in 2024. He stated that if buildout is reached in 2032 the combined capacity needed would be 7.64 MGD average daily flow and 29.1 MGD wet weather peak flow. At TriCo's plant, capacity needed will be 4.56 MGD average daily flow and 23.0 MGD peak wet weather flow. No new capacity will be needed at Carmel's plant.

The previously proposed plant expansion was expected to cost \$8.7 million dollars. Design of the project taking place in 2018-2019 and construction from 2019-2021. The scope of the work will include a mechanical screen in pretreatment, 2 VLRs, a Clarifier and UV disinfection. The final plant expansion is estimated to cost \$13.5 million with the design of the project projected for 2025 and construction between 2026-2027. The scope of the work to include a grit removal system, VLR, 2 clarifiers, and backup generator replacement. Items that have changed since the last budget update include the desire to construct all 3 VLRs in 2020-2021 to save on costs by having a crew do all the work at one time. Also construct a grit removal system in 2020-2021, there was a significant amount of grit removed recently. Grit interferes with flow rates in the system. Staff is suggesting that the backup generator be replaced in 2020-2021. The Belt Filter Press will be reaching its lifespan between 2026-2027 and will need to be replaced. Staff has



verified that no new digesters will be needed throughout the plant buildout. Staff is now proposing that the next plant expansion be \$13.4 million dollars with design taking place in 2018-2019 and construction between 2020-2021 with the scope of the work to include; mechanical screen in pretreatment, grit removal, 3 VLRs, a clarifier, UV disinfection and a backup generator. With the final plant expansion being designed in 2025 and construction between 2026-2027 with the scope of the work including; 2 clarifiers, and belt filter press replacement costing \$8.9 million dollars. He presented a chart showing the breakdown of costs for each item. Completing the plant expansion would also allow TriCo to become less dependent on sending flows to Carmel. It costs less to treat flow at our own plant than it does to send it to Carmel for treatment. Carmel is unwilling to back off the requirement to charge for 1.75 million gallons per day minimum flow. Mr. Hand asked when the contract with Carmel will be up for renegotiation. He would like the committees to take into consideration efficient utilization of the existing capacity the Utility has at Carmel versus the operational savings to be had by treating the wastewater at TriCo's plant. With pending contracts and negotiations coming up with Carmel, he would want the Utility to keep its options open. Ms. Anderson reminded everyone that during previous plant expansion, construction was moved ahead during the recession because pricing was so competitive. She encouraged the committees to plan reasonably and to shift as the economy shifts. Mr. Pittman asked Mr. Merkle when he is looking at projected growth and EDU's moving forward, is Staff looking at where they think those EDUs will be coming from or is Staff just looking at past growth numbers. Mr. Merkle stated that Staff takes both the territory left in the district with buildout potential as well as growth rates from the past. The money for the plant expansion would come from EDU Fees. There are two more 5% fee increases proposed for the next two years and after that fees generated by people connecting to the system should be sufficient to cover expansion costs.

Mr. Pittman agreed with Ms. Anderson that he would like to see the Board plan optimistically but to react situationally based on the economy. Ms. Merrill asked if the buildout of Clay Township and a potential expansion in service area has been included in the projections. Mr. Merkle stated that available land is about 30% of the area the Utility serves. As far as the land is concerned, the Utility is at about 70% built out. Mr. Mills asked how much of the 30% remaining land in the Utilities' service area is in Clay Township. Mr. Merkle stated that the majority of the 30% remaining land available in the service area is in the west side of the district. Mr. Williams stated there are groups of estate lots in Clay Township that may stay estate lots or may subdivide into smaller more dense areas. Mr. Shaver pointed out that dividing those properties and dividing them into more densely populated areas can take up to 5 years considering the approval and development processes. Mr. Williams said it can take 3 years to get extra capacity up and online at the plant to service new properties. Mr. Pittman asked what the ramifications are if the plant receives a 90% capacity warning from IDEM. Mr. Merkle stated that IDEM will send notification and the plant will need to respond with an acknowledgement and a response plan to correct the issue. Mr. McDonald questioned the diminished need for the digestors. Mr. Watkins explained that GRW did some research and found that TriCo's plant does not need 28 days retention time. The plant can remove solids in 10 days and meet Class B requirements. There are currently three empty digester tanks out at the

plant. Mr. Williams stated that the Utility was required to add two digesters with the last expansion and are not using three of the digesters available at the plant. Aeration has helped reduce the need for the use of the digestors.

Mr. Shaver asked out of the 30% of undeveloped properties that remain in the TriCo's territory, how much of that will be developed. Mr. Merkle stated that as discussed in other meetings, 60% of the available 30% is projected for development. Mr. Shaver asked why the Utility would want to reduce the capacity at Carmel rather than use more of what it already owns there. Mr. Merkle said that the variable cost of \$648 per million gallons to treat wastewater at our own plant versus \$1,429 per million gallons TriCo pays Carmel to treat it at their plant. Mr. Shaver confirmed that on some days during dry weather that TriCo is paying for flow at Carmel that it is not using. Mr. Williams confirmed that was true. Mr. Shaver asked if \$23 million dollars that TriCo will pay for the expansion in capital costs are included in treatment cost figures? Mr. Krohn stated that those numbers are just the variable treatment costs and that capital costs are not included in those numbers. Mr. Shaver questioned the desire to reduce the flow to Carmel based on the argument that "it is cheaper" because when you add in the construction costs it may not be.

Mr. Buzz Krohn of O.W. Krohn & Associates has been working with Staff to look at funding options. Mr. Krohn is proposing the Utility acquire up to a \$6.5 million bond with a 10-year term and a call option after 5 years to fund the plant expansion. He explained they do have a scenario that accounts for an economic downturn. Portions of the project can be pushed out if there is a need. Currently TriCo has about \$6 million dollars in the bank which is not enough to do the project, have reserves in the bank and working capital on hand in the event of unforeseen expenditures. The average MGD TriCo sent to Carmel last year was about 2 MGD. Mr. Krohn walked the Committee through the brochure he prepared for the meeting. He presented a Cash Operating Receipts comparison for 2015-2017 representing a 12-month period ending December 31<sup>st</sup> of each year. There has been an average \$350,000 increase in cash receipts per year due to growth and rate increases. Currently the Utility projects around \$7.5 million in operating receipts. Total cash operating disbursements have hovered around \$5 million over the last three years. The Utility is paying Carmel a little over \$1 million per year in treatment costs. Net Operating Revenues are hovering around \$2 million per year. Net Operating Receipts numbers are a key number when looking at debt issuance because that will be the numerator in the bond coverage calculation. The Non-Operating Receipts and Expenditures have primarily been developer connection fees and acreage fees that are in place. The model assumes about 2 EDU's per acre. The capital outlays over the last three years were roughly \$15 million. In 2017 a little over \$9 million was spent on Capital Projects reducing Ending Cash & Investments from around \$12 million to just over \$6 million dollars. In the cash flow model, a baseline of 500 EDUs per year was used as an assumed baseline level of growth. The Utility is hitting those numbers currently. The current capacity the Utility owns at Carmel is a little over 3 MGD which is about what the capacity is at TriCo's waste water treatment plant. Combined, there is a total of 6.1 MGD available. With this proposal it would bring that to 7.6 MGD at full buildout which adds about 1.5 MGD to TriCo's treatment plant. The projected average daily flows are 6.8 MGD as the service area builds out to capacity. It costs \$1,429 per million gallons to have wastewater treated at Carmel's plant vs. \$648.05

to treat the water at TriCo's plant. These numbers only take into account operating costs; capital costs are not figured into these numbers.

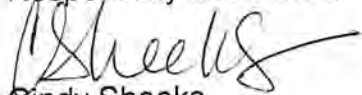
The Bonding capacity for the Utility right now could easily accommodate a \$12.5 million bond issue to be paid off in 15 years and still have over 200% debt coverage ratio. Mr. Pittman asked how that number was determined. Mr. Krohn stated that he is showing what the Utility can borrow and cover at 200%. The State Revolving Bond has a 1.25(125%) coverage. Calculating at 200% is being conservative. Capital contributions from developers have not been figured into these numbers. The numbers are generated off of revenues generated by the current customer base. Mr. McDonald asked if the 3% interest rate listed is what would be expected for a 15-year bond. Mr. Krohn stated that it is a tax-exempt rate. A 15-year term was used based on the Utilities desire to not carry long term debt. Most places use a 20-year term. Mr. Mills stated that he believes 4% is a more realistic interest rate that can be expected, at that rate the coverage would still be 180%. Mr. Krohn said that the funding assumes a rate increase until 2020 leveling off in 2021 and staying steady until the service area is completely built out and no new revenue is generated when slight increases may become necessary. The comparison between getting a Bond vs. a Short-Term Line of Credit is that with a line of credit you can use the money as you need it vs. borrowing it all at once. To obtain a short-term line of credit the Utility would need to get a credit letter from a Bond Council. A line of credit would come with a variable interest rate vs. a fixed rate with a Bond. Mr. Shaver clarified that what Mr. Krohn is suggesting is that the terms the Utility is looking for are too long for a Bond Anticipation Note but also short for a Bond. Mr. Mills stated that the biggest difference is that with a Bond all the money is borrowed up front vs a line of credit where it can be used as needed. Mr. Krohn stated that with a 10-year bond all the costs would be known upfront and would get a better interest rate. In the baseline scenario, cash on hand is kept at \$4 million. If there is a recession it could dip down to \$3 million. Mr. Mills stated that the Board would not want the cash to drop down below \$2.5 million which would be 1.5 times the operating costs. Mr. Shaver asked what percentage of repayment comes from user rates and what percentage comes from EDU Fees. Mr. Krohn stated that coverage comes from user rates, but the payments come from EDU Fees. Mr. Shaver asked what would happen to the projections if EDU Fees were raised faster than rates are increased. Mr. Krohn stated that would depend on how much the EDU's are raised. \$2,800 is about what the Utility gets per home currently in EDU Fees. Mr. Krohn stated that is a very competitive rate, he will bring a comparison to the next meeting for the EDU rates within the surrounding communities.

Mr. Williams indicated that some members needed to leave so the meeting needed to be wrapped up for now. Mr. Williams asked the Board Members to send him emails regarding what they would like to see at the next meeting.

The Committee Members discussed and agreed that they would like to revisit this topic at the August C&C Meeting jointly with the B&F Committee on Monday August 6 at 5:30 p.m.

The meeting adjourned at 9:00 a.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Cindy Sheeks", with a long horizontal flourish extending to the right.

Cindy Sheeks  
Controller



## PERSONNEL AND BENEFITS

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Monday July 23, 2018 at 7:30 a.m.

### Memorandum

Members Present: Chair Barb Lamb, Committee Member Mike Shaver. Others in attendance were Utility Director Drew Williams, Controller Cindy Sheeks and Administrative Assistant Maggie Crediford.

Mr. Ford was absent.

Ms. Lamb called the meeting to order at 7:38 a.m.

### **PUBLIC COMMENT**

There was no one from the public present at the meeting.

### **APPROVAL OF MEETING MEMOARANDUM**

Mr. Shaver asked that the minutes from the June meeting be adjusted to reflect that he had asked that the performance management and pay policy not be approved in his absence. The meeting minutes use the word discussed. It was decided that the Committee would wait to approve the June minutes until Mr. Ford could be present since Mr. Shaver was absent from the June meeting.

### **SAFETY UPDATE**

Mr. Williams stated that there have been no loss time accidents to report. The plant Staff has continued with their monthly safety training schedule and that the annual plant inspections are continuing as needed.

### **PERFORMANCE MANAGEMENT AND PAY POLICY**

Mr. Williams presented the Committee with a chart showing a STEP Approach for employees below the midpoint of their salary ranges to advance them to the midpoint. The chart showed how an employee at the minimum of a pay range would move to the midpoint within three years. Ms. Lamb stated that the chart assumes a 2.8% COLA pay increase. She said that 2.8% is based on the CPIW Index, which is the standard used across the Midwest. The 2.8% COLA suggestion is based on data from June. She also suggested that if this was the standard that the Committee decides to use, it needs to also be the Index used each year moving forward so that there is consistency. I wouldn't make sense to use this index this year and then use a different one in future years. She stated when the City of Carmel hires employees they hire them in at the minimum of the range. She stated that she was not sure that Mr. Williams wants to hire all new hires in at the bottom of the ranges. She asked him to explain what would happen if someone was

hired above the minimum what would happen the next year. Mr. Williams stated that in the past the Utility has not just hired people in at the minimum of their range. They have brought people in higher than the minimum or first step of their range based on their level of experience and education level. In these instances, employees would get to the midpoint of the range or higher in a shorter time frame. Ms. Lamb stated that the Committee needs to decide what the COLA recommendation will be to the Board for 2019.

Ms. Lamb made a motion to recommend the use of a 2.8% COLA increase for 2019. The motion was seconded by Mr. Shaver and passed.

Mr. Williams presented a spreadsheet showing what salaries would look like with the proposed 2.8% COLA and a 2% Merit Pool, which is up for discussion. Historically the Utility has given Merit increases only. Last year the Board approved a COLA increase as well. The chart shows each position with the 2018 rates, what the ranges would be assuming the 2.8% COLA and a 2% Merit increase for 2019. There are still four employees that are under the Midpoint of their range and would need extra money on top of the 2.8% COLA and 2% Merit to get to the next step of their position. Mr. Shaver asked about the Field Operations Technician position which has three employees below the midpoint of their ranges. He asked Mr. Williams to explain the process when someone is hired in. He asked if there is an equation for determining starting pay for a person coming in with experience in the field and how that relates to what someone is making who has been with TriCo for several years. Ms. Lamb stated that she and Mr. Williams met and discussed putting parameters around the hiring rates. Ms. Lamb said that in the past salary offers have been the sole discretion of the Utility Manager. She suggested that moving forward the Utility Manager be given the ability to hire at his discretion up to the midpoint of a range, and that anyone hired over the midpoint of a range would need the approval of the Personnel and Benefits Committee. Mr. Shaver asked if that would address his concerns regarding having a group of people that have worked for the Utility for 8-12 years making the same as or less than someone who is hired on externally with 3-5 years of experience. Mr. Williams stated that when making offers for employment he takes into consideration the number of years of experience they have, if they have a related degree, and what they are making at their current job.

Ms. Lamb made a motion that the Utility Director be allowed to offer a potential employee up to the 50<sup>th</sup> percentile of a range at his own discretion and if he wants to hire someone in above the 50<sup>th</sup> percentile of a pay range that would need to be approved by the Personnel and Benefits Committee.

Mr. Shaver asked how experience factors into the midpoint of a range. Ms. Lamb said stated with this proposal the Committee would be saying 3 years of internal experience is the midpoint. Mr. Shaver asked why employees are not currently getting to the midpoint of their ranges within three years. Mr. Williams stated that historically when employees were given pay increases if there were say a 2.5% merit pool, salary ranges were also adjusted 2.5% so an employee would never move up because the ranges were being adjusted at the same rate as pay was increased to prevent employees at the top of their ranges from being excluded from pay increases. Mr. Shaver suggested that the Utility

should stop adjusting the top end of the ranges going forward. Ms. Lamb stated that the ranges represent the market and the market moves up. Mr. Shaver said that he feels the committee appears to be creating a system to correct one mathematical error. Ms. Lamb stated that they are creating a system to create equity within the organization. In the past by taking one pool and distributing it solely on Merit with no Cost of Living adjustments caused the external equity to be lost. There have been people stuck down at the bottom of their ranges without being able to move up and this proposal will fix that. Mr. Shaver stated he believes the inequity can be adjusted by not adjusting the top of the ranges. Ms. Lamb stated that if that is done, it would be at the expense of employees at the top end of their ranges. Mr. Shaver stated that he doesn't believe both ends of the ranges need adjusting. Ms. Lamb said that when the cost of living moves up if you leave the pay ranges the same it isn't right. Mr. Shaver stated that he is referring to the Merit increases not the Cost of Living. He agreed that the Cost of Living Adjustment should move everyone up but doesn't believe that the Merit pool should move up the higher end of the ranges that way if someone gets a cost of living increase and a Merit increase they could be moving up off the bottom of their range. Mr. Williams stated that if the top range is only adjusted by the Cost of Living it would help an employee not at the top of a range move to the next level but even with that the three employees below their midpoint now would need a slight adjustment to get them up to the midpoint. One year for some and two years for others would be needed to get them to the midpoint. Mr. Shaver asked how merit increases are decided and if everyone just gets one. Ms. Lamb said that merit increases come into play once an employee meets the midpoint of their range. If someone is in poor standing with the Utility they may not even be eligible for an increase STEP or Merit but would receive the Cost of Living increase. No increase other than the Cost of Living would be automatic to any employee. Mr. Shaver stated that he would like for it to be clear that if an employee is not meeting performance standards they may not be eligible for a Merit or STEP pay increase. He asked if someone is excluded from those increases would that be reflected in their performance reviews so that there is a clear reason why an increase was not given to that employee. Mr. Shaver stated that in theory an employee who performs their job would get a Cost of Living increase as well as a Merit increase, and new hires would be brought in at a lower rate than employees currently working here. Ms. Lamb stated that is how it should work with the proposed system. It hasn't been that way in the past because no system was in place. When hiring someone new Mr. Williams must assess the quality of a candidate's experience, his impression of them in an interview so there is not anything specific to say where he is going to put them other than to say it is not going to be above the midpoint without committee approval. Mr. Williams stated that the benefits package that the Utility offers adds to the quality of the job. Mr. Shaver stated that when there is a new hire brought on he would like the committee to know what pay rate they are being hired on at and how that rate compares to employees here already doing that job.

Ms. Lamb referred to her prior motion and asked Mr. Shaver if it would be acceptable if they approve the motion that the Utility Director be able to hire employees up to the midpoint of a range but must come to the Committee if he wants to hire anyone in above that range. Mr. Shaver agreed, and the motion passed.

Mr. Williams stated that there is language in the pay structure that states employees who are not in good standing or who are on probation may not be eligible for Merit or Cost of Living increases. Employees in this category may be on a probationary period where they meet with their supervisor daily or weekly to make sure they are making changes based on a performance plan. This probationary period can run from 30-90 days. Once they are off probation, the COLA increase would kick in. Ms. Lamb said that the COLA increase should be given, but not a step or Merit. Mr. Williams stated that in the past there was no COLA in place, so it only affected Merit increases.

Ms. Lamb directed to the Committee to look at the Merit pool. People getting a STEP increase are their own category, the people eligible for Merit increase which would be most of the employees. Mr. Shaver asked about the difference between the STEP and Merit increases. Mr. Williams stated that the STEP increase is for people below the midpoint to get them moved up to the midpoint of their ranges within 3 years and the Merit increase is for employees making at or above the midpoint in their pay range. Mr. Shaver asked if there is a genuine reason why the STEP and Merit increases are labeled differently. Ms. Lamb said it is because they are applied differently. The STEP Increase is a set amount, where a Merit Increase can vary depending on performance. Ms. Lamb explained that one of the key challenges with a Merit System is that Management needs to be able to explain how the money distribution occurs from that Merit Pool. Especially being in the public sector when salaries are public knowledge. The Merit Pool is set at a specific percentage then divided amongst the employees at different levels of Merit. One employee could end up getting a bigger portion of the percent than another employee based on performance, attitude and other criteria measured by their supervisors. Mr. Shaver asked if this method sets the table for Proximity Bias. Ms. Lamb said that if increases are truly based on merit than proximity would have nothing to do with it. Mr. Williams stated that in past years, if the Board gave a 2.7% Merit Pool to work with, he has given the employees a target for a competent performance review of 2%, holding back the extra .7% to be allocated amongst employees who are performing above that level. Ms. Lamb asked Mr. Williams if he meets with each manager to discuss the increases given to everyone. Mr. Williams confirmed that he does meet with the managers to discuss employee performance and merit allocation. Mr. Shaver suggested that the Budget and Finance Committee should set the percentages for the distribution of the Merit Pool.

Mr. Williams stated that if TriCo moved to the Step System throughout all the pay ranges all the way to the top it would take a substantial amount of effort off the managers. But this does not take into account individual effort or performance.

Mr. Shaver restated that if the Merit Pool is going to be split into two sections, one for people performing satisfactory in their jobs and another smaller percent for people doing an exceptional job he would like those percentages to be set by the Budget and Finance Committee, not just decided by the Utility Director. There was discussion about how moving to a STEP System would compensate everyone equally without regard to job performance and how each system has its value. Mr. Shaver stated that he is uncomfortable if one person gets a big raise and another person gets substantially less



when the criteria for the raise is subjective. He would feel more comfortable if the Merit Pool allocation percentages were set by the Budget and Finance Committee. He suggested employees with a competent rating get 80% of the Merit Pool and the other 20% be distributed for exceptional performance. Ms. Lamb stated that she believes employees with a competent review are at the midpoint and that portion of the Merit Pool should be 50%. Employees would need to achieve a more than competent review to receive money from the other 50% of the Merit Pool. Ms. Lamb stated that she feels there could be employees that get 0% Merit Increase if they are rated competent in their job performance. They would get Cost of Living, but if they are not performing above average they may not be entitled to a portion of the Merit Pool. She stated once an employee hits the market rate, what the market says a job is worth, then an employee needs to prove themselves to move beyond that rate. Mr. Shaver said that he understands giving someone who is exceptional more money, he is not comfortable giving someone marginal or below no raise at all. He said that if an employee receives a raise less than the amount allocated for a competent review he would expect that there would be marginal or less than satisfactory review for the employee to back up that decision. Ms. Lamb asked if all employees who receive a superior overall rating receive the same increase. Mr. Williams said that they do not. It is based on performance level. Mr. Williams agreed that he feels it would be a good idea for the Board to set the two percentages for raise distribution within the Merit Pool.

Ms. Lamb asked what the Committee would like to set the Merit Pool percentage at. Mr. Shaver stated that he is comfortable with the proposed 2% Merit Pool. Mr. Williams stated that he would like to see the Board not only approve the 2% Merit Pool but also approve the 80/20 split for the fund allocation. Setting 80% as the goal for a competent performance rating.

Ms. Lamb asked if the Committee would like to leave the top end of the ranges where they are now, or would they like to increase them by the proposed 15%. Mr. Williams explained that if the ranges are left where they are now there are employees that will be at the top of their range which would exclude them from being eligible from participating in the Merit Pool regardless of performance. If the ranges were raised up to 15% above the midpoint everyone would be back into their range except for one employee based on the rate that employee was hired on at. Ms. Lamb stated that if the ranges are raised 5% above their current ranges that this is a onetime adjustment and when employees get to the top of their ranges there will be no Merit Increases, only Cost of Living Increases moving forward. Mr. Shaver asked if the positions that were negatively affected by the salary study by having the top end of their range reduced could just be moved back to what they were before the study to remedy that? Ms. Lamb stated that she is not comfortable adjusting the top end of one or two positions but not all the positions. If there is an adjustment made it needs to be done across all positions. She said she would be comfortable discussing the percentage of an increase needed to get those positions top end of the range back to where it was before the study, but then all the positions would need to be adjusted by the same percentage. Mr. Shaver clarified that his suggestion is to adjust all the top end of the pay ranges back to what they were before the study was conducted. Mr. Williams said that he believes that Mr. Shaver is saying that the numbers

the Utility thought were reasonable before, they should still be reasonable. Making that adjustment would allow everyone to be eligible for a pay raise. Mr. Williams said he would make a chart to present to Budget and Finance as well as the full Board showing the differences between raising the top end of each position to 15% and taking everyone's top end back to what it was before the salary study was conducted. Ms. Lamb said that the percentage between the midpoint and the maximum for each position needs to be the same. Ms. Lamb stated that she feels strongly that once this adjustment is made that anyone at the top of their range would only be eligible for a Cost of Living increase moving forward and would not be eligible for Merit increases.

**The meeting adjourned at 8:55 a.m.**

Respectfully submitted,

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

Andrew Williams  
Utility Director



## JOINT CAPITAL & CONSTRUCTION AND BUDGET AND FINANCE MEETING

Monday August 6, 2018 at 5:30 p.m.

### Memorandum

Members Present: Committee Chair Steve Pittman, members Marilyn Anderson and Eric Hand, B&F Committee Chair Jane Merrill, members Michael McDonald and Carl Mills, board member Michael Shaver. Others in attendance were Legal Counsel Anne Poindexter, Utility Director Andrew Williams, Controller Cindy Sheeks, Engineering Manager Wes Merkle, District Engineer Ryan Hartman, Consultant Buzz Krohn and Administrative Assistant Maggie Crediford.

Mr. Pittman called the meeting to order at 5:38 p.m.

### **PUBLIC COMMENT**

There were no public comments.

### **WWTP OXIDATION DITCH GEAR REDUCER REPLACEMENTS**

Mr. Merkle stated that the oxidation ditch still has some original gear reducers installed in 1991. This is the last of the equipment that needs replacement. Equipment has been continuously in motion for the nearly three decades. Mr. Watkins has a request for quotes out to contractors and expects the numbers later this week. Quotes are anticipated to come in under the \$60,000 budgeted for this project. Recommendations will be made at the Board Meeting next week regarding the quotes.

### **VEHICLE REPLACEMENTS**

Mr. Merkle stated that staff has two 2008 Ford Escapes which are experiencing continuous maintenance issues. Staff members who drive them daily are concerned about safety and reliability. Staff had budgeted one vehicle to be replaced in 2018 and one in 2019. Mr. Merkle asked that the new vehicle slated for replacement in 2019 be moved up and replaced alongside the 2018 replacement. Hopefully a better deal can be made by replacing two at the same time. Ms. Anderson said that she is comfortable with moving the 2019 replacement to 2018. Mr. Pittman agreed.

### **#1902 WWTP EXPANSION**

Mr. Merkle explained that this discussion is a continuation from the July 27, 2018 joint B&F and C&C meeting. He introduced a table summarizing options discussed at the last meeting. The goal being to breakdown the information and present it to the committees in a one-page format. The summary shows three different time frames for different construction items. Staff worked with consultant Buzz Krohn on the information presented to discuss the budget impacts. The table shows Capital replacements, improvements and

outlays. The information is reflecting total Capital spending year over year, not just what is expected for plant expansion. Mr. Krohn looked at each option and factored in the amount of money that would need to be borrowed if the Utility was faced with a recession.

Mr. Merkle directed the Committees to the first handout that showed a comparison for Sewer Development Charges for Trico and surrounding utilities, so the Committees can understand what other local agencies charge. Mr. Krohn explained that he took TriCo's \$4,075 acreage charge (interceptor fee), assumed 2 EDU's per acre to compare where TriCo is to neighboring communities in relation to construction costs. TriCo's fees come in at \$3,946.50, putting it in the upper midpoint of the range assuming two EDU's per acre. If higher density developments go in the acreage fee would be spread out over more EDU's.

Mr. Pittman stated that according to the chart, TriCo is very competitive in relation to monthly user fees and is near the higher end in relation to connection and availability fees. He asked if those numbers should be viewed in terms that we are offering a great value to current customers and that developers are paying their share as well. Mr. Krohn agreed that would be the conclusion he would draw from the information in the chart provided. He stated that he believes TriCo's fees are reasonable and have been consistent for a number of years. Mr. Hand asked if the fees shown on the chart from the other utilities are also derived from an EDU basis? Mr. Krohn said that some of them are derived from EDU's and those were calculated assuming 2 EDU's per acre as well. He said a lot of them represent the fee charged per EDU and that not all the utilities assess acreage fees. Mr. Krohn stated that this information was presented based on a question from the last meeting inquiring if Connection and Availability fees should be increased to reduce the risk incurred by the current rate payers as it relates to the proposed plant expansion. Mr. Krohn said there is room for upward mobility with these fees but that TriCo has been appropriately aggressive in assessing the fees to date. Mr. Pittman stated that he is happy with TriCo's fees in comparison to surrounding utilities. Mr. Williams stated that TriCo can say to current customers that they are not carrying the cost for new development.

Mr. Pitman asked if there were questions regarding the map that was distributed showing the available land in the territory. Mr. Shaver stated that he would like to know the acreage in each of the categories on the map. Mr. Shaver asked if #14 shown on the map comes out of Austin Oaks. Mr. Mills said that #14 is at Austin Oaks. Mr. Shaver asked if that area is in TriCo's CTA. Mrs. Poindexter confirmed that it is. Mr. Pittman pointed out that the furthest most northwest portion of the service area is an area where people want sewer service, but no one has figured out how to get sewers to that area. TriCo has taken a non-aggressive position to someone trying to get sewers into an area without condemning for easements. Mr. Merkle stated there are roughly 4,800 undeveloped and unsewered acres which is about 72% of the service area. Mr. Shaver asked what the total acreage in the CTA is. Mr. Merkle stated that he did not have an exact number off the top of his head, but it is around 17,000 areas. Mr. Mills asked who is doing the development off of 131<sup>st</sup> Street south of Austin Oaks. Mr. Hartman stated it is Pulte. Mr. Mills asked how many houses are in that development. Mr. Hartman said that there will be about 30 homes. Mr.

Mills stated when you look at that area on the map it appears to be a large undeveloped area, however it is being developed into estate homes. He asked realistically when looking at undeveloped areas especially the ones closer into Clay Township, how many of those will be subdivisions down the road or are they all large estates that probably won't be broken up? Mr. Pittman stated that to get that number you would need to look at parcels individually. Some of these parcels you look at and think they will never be developed; then the demand changes and land is selling at a premium. Suddenly, things that didn't seem developable become developable. Mr. Mills stated that the City of Carmel wants to carry 126<sup>th</sup> Street from Shelborne Road to US 421. There would be an area in there where there would be some possibility for development but would be 10-15 houses at the most. Mr. Mills stated that he would like to get a handle on what is in the service area that is viable for development. North of 146<sup>th</sup> Street is a different situation. Mr. Pittman stated that the piece next to University High School that he is developing currently would have been an easy piece of property to overlook. There are bits and pieces like that, that will be available that you didn't realize are there. Mr. Shaver asked how many acres Mr. Pittman is developing next to University High School. Mr. Pittman stated it is 36 acres and will have 44 homes if it gets zoned.

Mr. Shaver stated that he thinks if a parcel is less than 10 acres it is hard to put a subdivision in. Mr. Pittman stated if utilities are not available that could be true. Mr. Shaver questioned areas on the map that show up as undeveloped and not sewered. He would like to know how many of those will contribute to future demand on the plant's capacity. Mr. Shaver asked where the Simon Property is on the map and if Staff really thinks they will subdivide that property? Mrs. Poindexter stated that the property will be subdivided. Mr. Pittman stated that due to Deed Restrictions on the property it could be developed at one home per acre. Mrs. Poindexter confirmed that one home per acre is correct. Mr. Hand stated that as estate properties change hands the opportunity for development becomes greater. Mr. Merkle stated that happened when the Sunrise Golf Course was developed and went from one EDU to nearly 400 EDUs. Mr. Merkle stated that the assumption is that between 60% and 65% of the remaining available land will be developed. Staff relies on their consultants' professional judgment to guide them with what the best practice is moving forward. Mr. Pittman agreed that he can see most of the available parcels being developed at some point, however it is hard to quantify a time frame for the development.

Mr. Pittman stated that the goal is to make a recommendation to the Board of Trustees. He asked Mr. Merkle if the goal is to make a recommendation by the September Board Meeting. Mr. Merkle stated that he would like to see the scope of the work set for the project so that Staff can issue a RFP for engineering firms for the design work.

Mr. Shaver stated that he was confused by two handouts and asked for clarification on them. Mr. Merkle stated that the packet attachment had a table showing a breakdown of each option that included scope, timing, project costs, borrowing needs and potential savings. The handout provided supporting calculations for the four options that shift timing of VLR construction. This includes projected flow distribution to both plants, with variable treatment costs at TriCo's plant and costs to treat at Carmel. It shows with each scenario

from left to right what the flow split would be year after year with steady growth and what the breakdown is as far as costs. Mr. Krohn explained that he took the four primary options that were discussed at the last meeting with regard to expanding TriCo's plant and factored in incremental operating costs from the variable treatment charges that favor Option 1. The potential interest expense was added into the various options. Option 1 had the highest potential amount of interest expense. The delta between the Capital Costs of building now vs. delaying construction was also taken into account. A 4% a year inflation factor was used on Capital Costs. The further out to the right you look on the chart those costs become more significant versus building it upfront. It is worthy to consider the impact on operations and disruption time for construction as another factor.

Mr. Shaver questioned the operating costs. He asked how much the cost of operating goes up when you add in the three additional Vertical Loop Reactors. Mr. Krohn stated that the feedback he received when he asked that question is that the newer VLR's would be a function of the flows that would determine the cost. If the flows were not materially different the costs would not be materially different. Mr. Krohn asked if all the VLR's would come online at once or if they would be phased in? Mr. Merkle stated that it would be a question for Plant Staff. If the plant is running capacities that are shown in the equation, all three VLR's would be brought online at once. Mr. Shaver stated that would increase the variable costs. Mr. Krohn reiterated that the variable costs are flow dependent. Mr. Shaver stated that it looks like it will cost \$648 a million gallons to treat sewage at TriCo's Wastewater Treatment Plant versus costing \$1,429 to send a million gallons to Carmel's plant. The difference between those two is the difference of \$23.5 million dollars in the Capital Costs. At zero interest it would take 40 years to spend the cost of expanding TriCo's plant by sending additional flow to Carmel.

Mr. Shaver questioned the logic of spending \$23.5 million dollars to save a half million dollars a year. Mr. Merkle stated that the purpose of the chart is to show the differences between the Options. The numbers are being used to show that if flow is shifted one direction or the other what is the actual impact on the overall budget. It does not reflect the total costs to treat sewage at TriCo's plant. Without going too far into the weeds the chart is trying to show what the cost comparisons are for sending a million gallons to Carmel versus sending a million gallons to TriCo's plant. Staff looked at the Operating Budget and broke down how each line item would be affected if flow was raised from 3 million gallons to 4 million gallons and if the increases are proportional to flows, lump sum increases or something in between. The point was to show the difference between options for plant expansion and this information should not be used to compare our costs with Carmel. Mr. Krohn stated he then factored in the interest costs. System Development Charges are there for the purpose of building the plant, so he used more of a depreciation factor in the numbers. If it is decided that some of the Capital Costs can be deferred or avoided that would be a different scenario. He asked Mr. Shaver if his thinking is that the construction is not needed. Mr. Shaver stated that he is not saying that it doesn't need built, he is saying that 90% of capacity is a legitimate time to start planning for an increase assuming there are additional customers to be served. However, if you look at the 2.06 million gallons currently being pumped to Carmel and add an additional million, the differential in Carmel treatment cost is a half a million dollars. He believes it would be

more cost effective to spend the extra half a million a year to send extra flow to Carmel versus spending \$23 million to expand TriCo's plant. If you leave the money in the bank and don't spend it, it will be generating interest payments over the years that it would not be if it was spent to expand the plant. If TriCo never gets close to sending 3 million gallons to Carmel until around 2030, why would you not use the capacity you already purchased.

Mrs. Anderson asked if the capacity at Carmel falls under the same 90% of capacity standard that the TriCo plant does. Mr. Mills asked if the terms of the agreement between TriCo and Carmel allows TriCo to use 100% of the purchased capacity. Mr. Mills stated that if TriCo can use 100% of the available capacity at Carmel it does change the situation. Mr. Williams stated that the agreement states that TriCo has 3.08 million gallons of available capacity at Carmel. Mrs. Poindexter clarified that when calculating their 90% Carmel has to take into account that TriCo owns 3.08 million gallons of capacity. Mr. Mills stated that he will not be comfortable bringing the construction numbers forward until the capacity usage issue at Carmel is addressed. Mr. Shaver reiterated his position that it is less expensive to send the maximum amount of purchased flow to Carmel than it is to expand TriCo's Wastewater Treatment Plant. Mr. Pittman asked if TriCo's plant is currently running at 85% of capacity. Mr. Merkle stated that it has been running at around 85% of capacity since the last plant expansion. Mr. Shaver stated that in 2017 there were 180 days that minimum flows were not sent to Carmel. There were 123 rain days where the flow to Carmel was above 2 million gallons. Ms. Merrill asked Mr. Shaver what point he is trying to make. Mr. Shaver stated that the plant does not need to be expanded.

Mr. Pittman asked how many gallons of wastewater 500 EDU's generates. Mr. Shaver stated that if you look at the year 2022 the amount sent to Carmel is exactly at the minimum flow emphasizing that capacity is being paid for right now that is not being utilized. Ms. Anderson asked about balancing flows between plants. Mr. Merkle stated that it is not as easy as flipping a switch, sewer flows are difficult to accurately predict from one point in time to the next. When considering plant capacities you have to look at the annual average, not specific dry weather days. Mr. Merkle noted that the flow numbers in the charts were provided by himself and the dollar numbers were calculated by Mr. Krohn. When the last plant expansion came online as much flow was shifted to our plant as could be, roughly 85%, because it was more cost effective than sending as much flow to Carmel as possible. Flows at our plant have been holding steady at about 2.6 million gallons with the balance going to Carmel. As additional customers are added, the extra flow is being adjusted continuously to deal with changes in weather and operational needs.

Mr. Krohn stated that the lead time between planning, design and having a plant online is about 4 years. Ms. Anderson asked Mrs. Poindexter how TriCo would get 100% of their purchased capacity at Carmel when Carmel gets 90% overall. Mrs. Poindexter stated that it is because Carmel sold it to TriCo, Carmel should have already subtracted that from their available capacity numbers.

Mr. Williams stated that after the last meeting the spreadsheet were created based on questions that arose at that meeting tying together the questions of "How quickly do we

go?" What are the costs?" Mr. Williams pointed out that under each option it shows if the improvements were made what the capacity of the plant would be. In Option 1 after the first expansion it would be up to 4.56 of daily flow with a peak of 19.2. There would be nothing to do in the next phase because it was done in the first phase. The third phase would increase the wet weather flow. The same applies to Option 2. There are many moving factors in this; construction, how much growth happens, how quickly and how dense, if there is a recession, if there isn't a recession. The chart shows seven different options that can be tied back to how much we send back to Carmel and our own plant. In Option 2 almost all the new flow is being sent to Carmel for the next interim. It is not just the numbers to Carmel that need to be reviewed it is also the costs and how the plan is laid out and financed.

Mr. Pittman stated that if it takes four years to complete an expansion, what happens if the growth explodes and the expansion doesn't happen. There is a risk associated with that as well. Mr. Shaver stated that growth can only happen within our service area, you can't predict which parcels will develop. Mr. Shaver stated that Carmel will have issues as well because they don't have anywhere to grow either. He stated that zoning will be the controlling development factor.

Ms. Merrill asked how much of the land on the west side of Michigan Road would develop to create additional customers. Mr. Mills stated if you are looking at that it adds a different set of parameters. Ms. Merrill agreed and said that if the property owners or the Town of Zionsville come and asked TriCo to serve the area and we are 4 years out on the plant expansion, would we even be able to say yes. Mr. Shaver stated TriCo spends \$615,000 dollars a year to send flow to its own plant. If it is sent to Carmel it costs \$1.1 Million dollars a year. Mr. Merkle stated that if you postpone expanding the plant until 2023 the cost to send more flow to Carmel is substantially greater and that increase must be considered beyond the current year. Mr. Krohn stated that the conversation needs to focus on the cost of deferring the investment for a few years, which is the comparison of options presented, and we are not eliminating the need for plant expansion all together. If we know the expansion is going to have to happen in the next five years, it makes sense that it would be cheaper to build it now than to build it later. It would save operating costs in the interim.

Mr. Pittman asked what would happen if the extra capacity is added at the plant and there is an economic downturn? Can TriCo weather an economic downturn financially? Mr. Krohn stated that he ran the numbers for a three-year turndown like the economic situation back in 2008 when development in the area was cut in half. That is shown in Option 1 with a three-year slow down which would reduce TriCo's cash balances by about \$1 million dollars. Mr. Krohn pointed out that in this scenario there would still be cash reserves and there would not be a need for a rate increase either. It is unique that this proposal is not dependent on a rate increase to be completed.

Mr. Mills asked Staff to provide the committees with realistic numbers of what TriCo can systematically and realistically be sent to Carmel's plant, because TriCo is paying for capacity it is not using. He believes that Grit Removal would be a project that should be



done now to make the plant as efficient as it can be. Mr. Mills said he would like to take a systematic approach short term and look at what pieces of the proposal need to be done immediately and start looking toward the future but not necessarily committing long term at this point because the other unknown factor is coming up in two years when the Carmel Contract is up for renegotiation.

Mr. Pittman asked Mr. Merkle to explain the process of switching the flow from our plant and directing it to Carmel's plant. Mr. Merkle stated flows that enter the system from day to day are rarely consistent even given similar weather conditions. Ms. Anderson asked Mr. Merkle to explain the lag time between measurements and readings. Mr. Merkle stated Lift Station 2 at 106<sup>th</sup> and Spring Mill serves about the central third of the service area and it can send flow over to Basin 1 which goes to Carmel or it can send flow to TriCo's plant. Most days it sends flow both directions and if it is bad wet weather it is sending everything to TriCo's plant. Throughout the day, flows coming from different locations are not the same. There is a lag time of about an hour and a half from when flow leaves Lift Station 2 and when it reaches Lift Station 1 before going on to Carmel's plant. A lot can change in that time. Staff and consultants have tried many times in the past to program Lift Station 2 to stop sending flow into Basin 1 and hit the minimum flow number at Carmel, however there are too many variables and these efforts did not affect hitting the minimum flow to Carmel. The programming created operational challenges due to complexity and affected reliability. Currently a set amount of flow is set going to Michigan Road and everything else goes to Carmel. It is adjusted periodically as the year goes on to try to hit the minimum flow to Carmel and meet operational needs at our plant. It is a continuously moving target. Not only that, but Staff needs to contend with growth coming into the entire system and make adjustments at Lift Station 2 accordingly. Mr. Williams added that the difficulty of balancing flow at Lift Station 2 is not during wet weather, but rather during dry weather. There are large pumps and the three large force mains, two 12 inch pipes and a 20 inch pipe, to get flow to the TriCo plant. These pumps can only be run so low without harming the pump or causing solids to settle out in the force main. Currently, during dry weather we are send the minimum flow we can to our plant without shut the pumps off completely. But during dry weather, there is not enough flow to reach the minimum flow to Carmel on a daily basis.

Mr. McDonald asked if there is somewhere in the system to store flow during dry weather to balance out the flows between plants. Mr. Williams stated that during stretches of dry weather there is a challenge getting enough to Carmel and our own plant. Mr. Shaver stated that if flows need to be revised to Carmel, Staff may need to revise the controls at Lift Station 2.

Mr. Mills asked how I&I improvements in Basin 1 affected flow going to Carmel. Mr. Williams stated that it knocked out some of the peak flows as well as the base flows. For instance, after improvements were made in Jordan Woods, daily flows from that area were nearly cut in half. Mr. Mills stated that when reevaluating the agreement with Carmel, TriCo needs to research how to push more flow to Carmel vs. incurring the costs of making improvements.

Ms. Merrill stated her understanding is that the Committees are not ready to make a decision on plant improvements. The Committees need to revisit this topic on a yearly basis. Mr. Pittman asked if property owners could pre-purchase capacity at TriCo's plant knowing that capacity is getting tight by paying EDU Fees to reserve EDU's, so they will be assured to have capacity when their property is developed. Mr. Merkle stated that could be done through an agreement with a property owner and the Board of Trustees and would that help cover the costs of expansion. Mr. Hand questioned how issues that would affect new customers needing to connect to the system if no capacity was available because it was pre-purchased by a developer. Mr. Williams cautioned that if capacity is not available when needed a sewer ban can be issued which would halt development all together.

Mr. Merkle asked if a master plan update is needed to address concerns with regards to how many EDU's are we going to see and when? Consultants previously looked at developable land in our service area, the zoning in place at the time along with building trends, they put together a report giving direction on what needs to be planned for. Revisiting the Master Plan will take several months and could have a large price tag.

Ms. Anderson suggested revisiting this topic at the next meeting. Mr. Merkle stated that Staff had hoped to have direction from the Committees in September to set a scope for the plant expansion project, and it sounds like more information is needed for discussions to continue and allow the Committees to make an informed decision. Mr. Mills stated that he would like to narrow down what absolutely needs to be done in 2020 and discuss those items in the short term.

Mr. Williams suggested that Staff take the feedback and questions from Committee members, review and answer those questions at the next meeting. The Committee Members stated that they do not have any objections to conducting more joint meetings to discuss the issues involved with plant expansion.

Mr. Hand mentioned that Zionsville is planning on servicing the additional 600 acres recently approved in their territory but will be looking to TriCo for help if they find that they are unable to service the entire property. Mr. Shaver stated that he isn't interested in building capacity to help Zionsville out only if they need it.

The Budget and Finance Committee dismissed at 7:35 p.m. and Ms. Merrill, Mr. McDonald, Mr. Mills, and Mr. Shaver left the meeting. The Capital and Construction Committee continued discussing their agenda items.

## **CAPITAL PROJECT UPDATES**

#1702 96<sup>th</sup>/Keystone Sewer & Force Main Relocation and #1707 Neighborhood Sewer Projects - Mr. Merkle stated that the work is complete on both projects is complete, except for remaining work for 96<sup>th</sup>/Keystone will be done by Carmel's contractor that includes relocating the force main under the proposed bridge, which may be a year away.

#1801 Lift Station 4 Elimination - Mr. Merkle stated that he and Mr. Pittman met with Mrs. Book today to discuss easements across her property, and the conversation was positive. Requests for bids will be going out this month and because cost estimates are under the public bid requirement staff will request bids from local contractors that Staff knows does that type of work in the area.

Jackson's Grant Section 6 Oversized Sewers - Mr. Merkle stated that work is underway. They are running into some unanticipated ground water they are needing to deal with.

#1901 Lift Station 14 Parallel Force Main and #1906 Eagle Creek Outfall - Mr. Merkle stated that those two projects are in design. On Lift Station 14 Parallel Force Main staff has begun the easement acquisition process.

Private Lift Station Servicing three properties at 96<sup>th</sup>/Keystone - Mr. Merkle stated that the Haver Way Lift Station was connected to the system today.

The meeting adjourned at 7:42 p.m.

Respectfully Submitted,



Wes Merkle  
Engineering Manager



## MEMORANDUM

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**TO:** Andrew Williams  
**FROM:** Aaron Strong  
**DATE:** 8/9/2018  
**RE:** 2018 Mr. Manhole Project

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TriCo Staff inspected 1,928 manholes during the year three cleaning and inspection cycle. These inspections created 208 corrective action manhole work orders throughout Basins 1,4,6 and 3. Forty-three manholes were identified as needing a process widely known in the industry as Mr. Manhole. The Mr. Manhole repair method is used for manholes located in asphalt. It brings the manhole casting and lid to grade and seals the chimney sections to stop sources of Inflow & Infiltration. Due to the limited number of contractors that perform this type of work and the relatively small size of the project, it would not be attractive to out of state bidders. Two quotes were sourced, Indiana Reclamation Excavating Inc.(IRE) and Culy Contracting. Culy quoted the repairs at \$54,400 and IRE came in at \$61,950.

In review of a previous bid tabulation from a \$649,250-dollar contract awarded to Culy in 2015 for the same work, (Capital Project 1506 – 2015 Manhole Rehabilitation) the quoted line items unit prices are identical.

**Recommendation:** Award Culy Contracting Inc. the 2018 Mr. Manhole Project in the amount of \$54,400 dollars.