



TriCo Regional Sewer Utility

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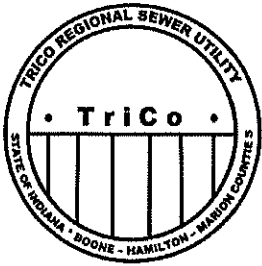
Board of Trustees Meeting Agenda

Monday, April 12, 2021 @ 6:00 p.m.

TriCo WRRF

7236 Mayflower Park Drive, Zionsville, IN 46077

- 1. Roll Call**
- 2. Public Comment**
- 3. Approval March 8, 2021 Board Meeting Memorandum**
- 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. LS 2 Odor Control Unit Installation Contract
 - b. Workers Compensation
- 10. Adjourn**



BOARD OF TRUSTEE MEETING

Monday March 8, 2021 6:00 p.m.

Memorandum

Mr. Mills called the meeting to Order at 6:00 p.m.

ROLL CALL

Present: President Carl Mills, Treasurer Jane Merrill, Secretary Michael McDonald, members, Amanda Foley, Jeff Kimbell, Eric Hand, Chuck Ryerson and Jeff Hill. Others in attendance were Utility Director Andrew Williams, Legal Counsel Anne Poindexter, Engineering Manager Wes Merkle, Controller Cindy Sheeks, Plant Superintendent Scot Watkins, Administrative Assistant Maggie Crediford, Teddy Deahl, and David Clegg.

Mr. Pittman was absent

Public Comment

There was no one present from the public.

IWEA Award Presentation

Mr. Williams introduced Teddy Deahl from the IWEA. Mr. Diehl presented several awards to the Utility. The 2020 Safety in Excellence Award. The 2020 Operator of the Year was awarded to Loren Prange, only four operators across the state receive this award. The 2020 Lab Excellence Award. TriCo has won this award for the past 15 years. TriCo also won the Creation of an Outstanding Device award for the low-pressure force main cleaning apparatus created by Aaron Strong, Matt Starr and Joe Hood. Lastly, TriCo received the WEF George W Burke Jr. award for safety which is a national recognition.

Approval of the Board Meeting Memorandum for February 8, 2021

Mr. Kimbell made a motion to approve the February 8, 2021 Board Meeting Memorandum. Ms. Merrill seconded the motion, and it was unanimously approved.

Approval of Claims Docket

Ms. Sheeks said capital spending was light in February. There was a reimbursement to Ms. Sheeks for \$4859.00 for the asset software, which needed to be replaced because the previous software was written to end at the end of 2020. Mr. McDonald made a motion to approve the claims docket. Mr. Hill seconded the motion, and it was unanimously approved.

Attorney's Report

Mrs. Poindexter had no report.

Utility Director's Report

Mr. Williams said two vehicles were sold on the government auction webpage. Both vehicles were sold for more then the trade in values. Mr. Williams said a picture of the

truck that is replacing the two sold vehicles was in the Newsletter. Staff is excited the new vehicle can carry all the tools needed at a job.

There is a storm sewer being built along the west side of Crooked Stick. DB Engineering was hired to design and build the storm sewer. There is a conflict between the sanitary sewer lateral and the storm sewer lateral. At first, DB Engineering was claiming the sanitary sewer was not constructed the way they thought it should be. Ryan Hartman has been pushing back and pointing out that the engineering company did not collect the correct survey elevations, request utility locates nor had utility coordination meetings before beginning construction of the storm sewer. Mr. Hill and Ms. Foley asked if the project is a City of Carmel project. Mr. Williams said yes, it was approved through the Board of Public Works. It was approved in 2017 and being constructed now that funding is available. Mr. Williams wanted the Board members to be aware of the conflict in case they encounter any questions about the issue.

Mr. Williams reviewed an Interlocal Agreement that was distributed to the Board with Boone County. The agreement would allow the Utility to obtain additional survey information for projects that are moving forward in Boone County. Mrs. Poindexter reviewed the document prior to the meeting and has three issues with it. One it is called an interlocal and does not technically meet the requirements of an interlocal agreement, but it is a contract. Two, it has a provision for early termination but does not state anything about prorating the payment for early termination. The total cost is \$1,000 so that may not be an issue. Three, there is a typographical error in the first line of paragraph 8.6, it does not interfere with the meaning however it is an error. Mr. Williams said the typographical error was fixed in the agreement before passing it out to the Board. Mr. Williams said he is not concerned about a prorated refund with the total cost being \$1,000. The Utility will use \$1,000 worth of information.

Ms. Merrill made a motion to approve the Interlocal Agreement/contract with Boone County. Mr. McDonald seconded the motion. Mr. Hand noted a typo in the last line of number three where it mentions the dollar amount. Mr. Hand asked if there is a provision allowing TriCo to offer corrections if the information received from the County is not correct. Mr. Williams said Mr. Martin would notify the County if discrepancies were found. The motion was unanimously approved.

Mr. Mills instructed the Capital and Construction Committee to keep an eye on the issue at Crooked Stick and requested the item be added to their agenda.

Committee Reports

Budget & Finance Committee

Hach Software Agreement

Ms. Merrill introduced the Hach Software Agreement and asked the Board if there were any questions. There were none. Mr. Kimbell made a motion to approve the Hach Software Agreement in the amount of \$45,818. Mr. McDonald seconded the motion, and it was unanimously approved.

Harris Computer Systems Software Agreement

Ms. Merrill said Ms. Sheeks said it is imperative that the Utility switch billing software systems. Ms. Sheeks said software is needed with an audit trail system. The estimated cost is \$74,540 and is already in the 2021 Capital Budget. Ms. Merrill asked Mrs. Poindexter if she has reviewed the agreement. Mrs. Poindexter said the only suggestion she has is in the End User Paragraph 19. She asked to change the federal courts from Marion County to Boone or Hamilton County. Mr. Williams said he will make the change on the signed contract before it is returned to the vendor.

Ms. Merrill made a motion to approve the Harris Computer Systems Software Agreement with the change in paragraph 19 to Boone County from Marion County. Mr. McDonald seconded the motion, and it was unanimously approved.

Personnel & Benefits Committee

Mr. Kimbell said the Personnel and Benefits Committee did not meet and had nothing to report.

Capital & Construction Committee

Mr. Hill said the Capital and Construction Committee did not meet and had nothing to report.

Mr. Merkle said the plant expansion project is moving along since the weather has improved. Thieneman is working on every part of the plant. A new generator is going in at Lift Station 1. Design work continues for the Little Eagle Creek Sewer Extension. Mr. Williams said the odor control unit at the plant is currently offline due to the construction and he is surprised there have not been any complaints from the neighbors. Mr. Hill asked if the odor control unit at Lift Station 2 has been replaced. Mr. Merkle said the equipment is being shipped and will be installed when it is received. Mr. McDonald asked if the insurance company picked up the cost for the generator replacement at Lift Station 1. Mr. Merkle said the insurance company paid for the replacement cost, and TriCo paid the overage for the upsized unit purchased.

Old Business

Ms. Merrill asked if anything is done for the staff when the Utility receives awards like those presented this evening. Mr. Williams said the awards were announced at a staff meeting luncheon.

New Business

Strategic Planning Introduction

Mr. Williams introduced David Clegg with CEO Partners. A survey will be sent out to managers and Board members to get input and feedback to begin the planning process. Mr. Clegg said he will be the facilitator and point person for the strategic planning process. The first component will be a survey that is sent to the managers and Board members to gather information on what their perceptions are of the organization today, and where the organization should go in the future. The responses will only go to Mr. Clegg, and names will not be associated with the published findings. The purpose of the planning session is

to identify the strengths, weaknesses, opportunities, and threats that the organization might face as it moves into the future. Mr. Clegg will compile the responses into one document and present them to the planning committee. Mr. Hand and Mr. Ryerson volunteered to be part of the planning committee. The intent is for the planning committee to meet and find three major issues that the organization will choose to work on over time and develop a process to achieve the goals set. Mr. Hill asked what the expected timeline is for the project. Mr. Clegg said he expects the process to take a couple of months. Mr. Mills asked if the staff and employees will be involved with the process. Mr. Williams said the strategic planning questions are directed towards the Board and managers.

Mr. Hand announced he will be retiring from his job at the end of the month and asked that going forward any communications only be sent to his personal email. His cell phone number will remain the same.

Adjournment

Mr. Hill made a motion to adjourn the meeting. Ms. Merrill seconded the motion and the meeting adjourned at 6:49 p.m.

The next Board of Trustees Meeting is scheduled for Monday, April 12 at 6:30 p.m.

Respectfully submitted,



Andrew Williams
Utility Director

Approved:

_____ as Presented
_____ as Amended

Michael McDonald, Secretary

Carl Mills, President

The TriCo Connection

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MONTHLY NEWSLETTER

FINANCIAL UPDATE- CINDY SHEEKS

In February 2021, total revenue was \$626,530.31. It was \$2,320 below the February 2020 actuals. YTD revenue of \$1,242,905 is 16.04% of the 2021 annual projections of \$7,748,500. Residential income was \$420,000 during the month, slightly higher than February 2020. Commercial sales totaled \$181,890 in February 2021, \$10,000 lower than February 2020 but \$7,700 above January 2021 sales. YTD it is \$356,017. Commercial sales figures continue to trend below projections, but warmer weather will lead to higher sales. YTD, residential sales comprise 68.29% of the annual revenue, commercial is 29.07%. The Other Revenue category (late fees, application fees, plan review fees) was \$11,671 in February and is \$32,286 YTD. The Other Income category (interest, gains on asset disposal, miscellaneous revenue) was \$12,964 during the month and is \$18,194 YTD.

Interceptor fees collected in February were \$69,071. EDU fees collected during the month were \$36,106.

Total operating expenses were \$413,368 in February which is 17.47% of the 2021 Operating Budget of \$5,753,081. It is \$28,190 higher than expenses in February 2020. Wages and benefits spending totaled \$187,453 during the month and YTD expenses are 18.77% of the annual budget. Administration spending was \$62,105 in February and YTD expenses is 15.68% of the annual budget. Treatment costs totaled \$136,279 and YTD expenses are 15.93% of the annual budget. Collection costs totaled \$27,531 in February and YTD expenses total 19.82% of the annual budget.

Net income in February was \$80,656 after depreciation and amortization of CIAC. February 2020 net income totaled \$140,100.

Spending Breakdown in February:

Wages	45.33%
Administration	15.02%
Treatment Costs	32.97%
Collection Costs	6.66%

Cash generated for February shows an increase in all funds of \$1,773. Capital spending in February totaled \$478,087. The bond fund expenses in February were \$372,827 for plant expansion. Other spending during the month included the administration office construction, neighborhood sewers, LS1 generator, LS2 odor control, plant repairs, and Haver Way. Cash on hand as of February 28, 2021 was \$17,922,756. The balances in the funds are listed below:

Operating	\$5,401,588
Interceptor	\$-300,243
Plant Expansion	\$3,291,562
Operating Reserve	\$519,252
Reserve for Replacement	\$582,015
2020 Bond Funds	<u>\$8,428,582</u>
Total	\$17,922,756

The Operating, Interceptor, Plant Expansion and Reserve for Replacement funds decreased \$1,504,945 since January 1, 2021.

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Calendar of Events

April 12	Board Meeting	6:00 p.m.
April 28	P&B Meeting	7:30 a.m.
April 23	B&F Meeting	7:30 a.m.
May 3	C&C Meeting	4:30 p.m.

ENGINEERING & CONSTRUCTION - WES MERKLE

Staff completed 421 locates, 34 I&I inspections and 17 lateral inspections in March. There were no failed I&I inspections. A total of 2,115 locate requests were received and reviewed. Nate completed the majority of locates, which have picked up with increased construction activity in our service area. Brandon completed lateral and I&I inspections, assisted with locates, and assisted plant staff in the lab. Jeff observed construction on the Outfall Sewer project; the new main will be in service shortly. He worked with Ryan to update EDU statistics and he is troubleshooting flow meter data collection to check on wet weather flows from recent rain events. Eric and Ryan observed construction at the Haver Way lift station and sewer reconstruction project which is nearing completion. Eric followed up on multiple projects requiring punch list work and warranty repairs. Ryan secured remaining paperwork for dedication and repairs to private gravity sewers at Crossfields. He continues to work with property owners on easement needs for the Little Eagle Creek Interceptor Extension project. A preliminary plan review meeting was held with GRW for the final neighborhood sewer extension project.

Engineering and Collections staff are nearing completion of our years-long I&I reduction effort in Basin 8, which is located in the south-central part of our service area and includes Laurelwood and Crooked Stick. Staff worked with Crooked Stick golf club to investigate trouble spots and recently completed multiple repairs. We worked with Hamilton County Parks staff to make repairs at Coxhall Gardens; fountain drain repairs should soon be completed. At that point all known substantial I&I sources have been addressed in Basin 8. Flow metering data will then be used to confirm the impact to wet weather flows and upgrades to Lift Station 8 scheduled for next year.

PLANT EXPANSION PROJECT UPDATE - WES MERKLE

In the pretreatment building crews are finishing installation of two new screens and a new compactor/conveyor. Equipment startup and staff training are anticipated shortly. Work on the grit structure continued with additional concrete pours. Crews continued backfilling the VLRs, constructed drainage piping, and began laying out the effluent structure. Crews restarted installation of a 30" mixed liquor line from the new splitter structure towards the Orbal oxidation ditch, where installation is challenging because the pipe crosses so many buried utilities. Crews are installing equipment in Clarifiers 7, 8 and 9. UV equipment was installed and started up ahead of disinfection season, however troubleshooting remains on process controls. Work began in the blower building with demolition of the two original blowers and related piping. Electrical crews began installation in the new RAS-WAS pump building. Conduit installation continued on the transfer switch. Crews will soon install a temporary transfer switch that will handle existing power feeds while crews install and wire up the new transfer switch, main switch board, docking station, and MCC gear. Thieneman continues to slide on their schedule with completion anticipated this fall.

EMPLOYEE LUNCH



The first of hopefully many impromptu cookout lunches on the new patio!



COLLECTIONS – AARON STRONG

The old adage that March comes in like a lion and out like a lamb held true in 2021. Collections staff weathered two sizeable storm events in early and mid-March. Staff responded to Lift Station #8 to clear a blockage on the suction side of the Thompson back-up pump and monitored power outages for the duration of both events.

Dan and Carter resumed annual manhole inspections, completing 803 inspections bringing our yearly total to 1,284 of the nearly 2000 manholes in this year's inspection schedule. Crews are projected to complete this task by mid-April where their focus will then turn to manhole repair and maintenance as identified by these inspections. This year the Utility is embarking on a project to seal manhole chimney sections in-house with a two-part epoxy in lieu of a cementitious grout that is susceptible to the freeze and thaw cycle. Staff took delivery of 50 epoxy kits and are excited to deploy this product into the collections system.

March also signals Collections Staff to begin Lift Station cleanings to the bottom, this is the first of two thorough cleanings each wet well in the Utility receives every year. Biannual Lift Station cleanings not only remove residual grease, but more importantly any sediment build up that may have accumulated around the bottom of the wet well. The goal is to remove the sediment from the system at this access point before it gets into the force main and results in a potential back-up or reduced pumping efficiency. Matt and Brian have completed seven stations with the remaining stations to be completed in the first weeks of April.

Collections was happy to assist both Engineering Staff and Contractors at TriCo's new Lift Station #27 and upgrade work at Lift Station #11. Collections Staff is looking forward to getting these new and revamped Lift Stations on-line.

EMPLOYEE SPOTLIGHT– CARTER KAMINSKI



Carter has a background as a telecommunications technician, electrician and home security technician. He is a graduate of Elkhart Central High School. He and his wife Holly were married in September 2020, and moved to Indianapolis with their two cats. **Welcome Carter!**

SAFETY UPDATE - LOREN PRANGE

No injuries reported this month, and we are at 89 days without a loss time accident.

In person Safety tailgates will begin again starting in April. Safety training will also continue thru Safety Plus Web online. Staff completed confined space training on the March 15th.

The monthly fire extinguisher and emergency lights inspections were completed.

Scot and Loren attended the IWEA safety committee meeting.

TriCo's IWEA safety inspection of the water resource recovery facility is scheduled for April 20th.



TREATMENT- SCOT WATKINS

Staff replaced the polymer pump going to the belt press. The old pump was losing power and was ready for replacement. Thieneman held a startup for the Trojan UV system. The Trojan representative went over the new equipment with the staff. The new system is up and running and is ready for the 2021 disinfection season. The chemical pumps for the Alum feed continue to pull air despite passing the air test. Totes are being used to feed the alum until staff complete an inspection and find the leak on the old line. Scot and Loren attended the IWEA safety committee meeting.

One hundred and forty-nine pump outs had been logged and accounted for over 64,000 gallons of FOG being prevented from entering the system this month. Sixty-six inspections were logged. TriCo's only industrial user has officially relocated to Whitestown.

The laboratory performed 327 CBOD5 tests, 328 Total Suspended Solids tests, 154 Phosphorus & Ammonia tests 24 e. Coli and 120 Total Nitrogen tests. Monthly Method Detection Limit studies were completed on TSS, Phosphorus and Ammonia. Annual constant weight analysis for Total Suspended Solids was completed. Annual and quarterly metals testing have been completed. Staff completed quarterly quality assurance/quality control proficiency testing. Testing from SAR2-COV continues with the City of Carmel two times a week. Bob attended a IWEA Lab Committee meeting, Core Conference meeting and two Wastewater Challenge meetings.

Birthdays

Matt Starr April 9

Ryan Hartman April 15

Anniversaries

Jeff Martin	April 1	31 Years of Service
Kelly Ryan	April 2	3 Years of Service
Scot Watkins	April 18	16 Years of Service

			TriCo Regional Sewer Utility			
			Register of Claims			
			For the period 3/3/21 - 4/6/21			
Payment date	Check number	Bank name	Payee name	Amount	Amount Allowed	Description
3/3/21	15671	Operating	Black Tie Courier	\$475.00	\$475.00	Courier service
3/3/21	15672	Reserve for R	IT Indianapolis	\$10,594.50	\$10,594.50	Monthly Fees
3/4/21	15673	Reserve for R	Doxim	\$3,921.06	\$3,921.06	Billing Services
3/4/21	15673	Reserve for R	Doxim	\$5,410.31	\$5,410.31	Postage
3/8/21	15674	Operating	Ascension Medical Group St. Vincen	\$40.00	\$40.00	Employee Health Assessment
3/8/21	15675	Operating	Brian Vaughn	\$984.62	\$984.62	HSA Contribution
3/8/21	15676	Operating	Ascension Medical Group St. Vincen	\$95.00	\$95.00	DOT - Rossman
3/10/21	15677	Operating	Tiechao Li	\$1,211.28	\$1,211.28	Refund-4149 Kattman Ct - Overpayment
3/10/21	15678	Operating	Jordan Pennwood	\$32.58	\$32.58	Refund-11405 and 11495 Pennsylvania
3/10/21	15679	Operating	Filco Limited LLC	\$35.74	\$35.74	Refund-10835 Deandra Dr
3/10/21	15680	Operating	Todd Stein	\$19.46	\$19.46	Refund-13640 Marylou
3/10/21	15681	Operating	Anthony Vespa	\$63.05	\$63.05	Refund-14312 Chariots Whisper
3/10/21	15682	Operating	Elizabeth Brunner	\$26.32	\$26.32	Refund-2183 Greencroft St
3/10/21	15683	Operating	Amber Hitchcock	\$13.56	\$13.56	Refund-2705 East High Grove Circle
3/10/21	15684	Operating	Steven Faris	\$13.54	\$13.54	Refund-13934 Salisbury Creek Dr
3/10/21	15685	Operating	Great River Contruction LLC	\$32.39	\$32.39	Refund-755 E 110th St
3/10/21	15686	Operating	Donald or April Jones	\$22.68	\$22.68	Refund-406 Heritage
3/10/21	15687	Operating	Clancy Dunnigan	\$17.45	\$17.45	Refund-1123 Keeneland Ct
3/10/21	15688	Operating	Steve Hilbert	\$24.34	\$24.34	Refund-12584 Branford St
3/10/21	15689	Operating	James Steckley	\$13.40	\$13.40	Refund-9900 Westfield Blvd
3/10/21	15690	Operating	Ryan Hartman	\$37.21	\$37.21	Reim-fuel
3/11/21	15691	Operating	Kinetrex Energy	\$1,567.78	\$1,567.78	Natural Gas-Plant
3/11/21	15692	Operating	Don Hinds Ford	\$22,293.80	\$22,293.80	Ford F550 Truck repairs
3/12/21	15693	Operating	Matt Starr	\$29.12	\$29.12	Mileage 3/8
3/12/21	15694	Operating	Carter Kaminski	\$213.99	\$213.99	Boots
3/15/21	15695	Operating	Carter Kaminski	\$245.37	\$245.37	Clothing reimbursement
3/17/21	15696	Operating	Line-X	\$4,794.93	\$4,794.93	CIP- Dodge RAM
3/22/21	15697	Operating	Carmel Utilities	\$14.27	\$14.27	LS 2 Water
3/22/21	15697	Operating	Carmel Utilities	\$29.02	\$29.02	LS 26 Water
3/22/21	15697	Operating	Carmel Utilities	\$14.27	\$14.27	LS1 Water
3/22/21	15697	Operating	Carmel Utilities	\$42.73	\$42.73	Storm Water Fees
3/22/21	15698	Operating	AT&T Mobility	\$66.93	\$66.93	Trimble 02
3/23/21	15699	Operating	Johnson Controls	\$127.32	\$127.32	Plant Security System
3/23/21	15700	Operating	C & C Realty Co LLC	\$62.07	\$62.07	Refund - 9840 Michigan Road
3/23/21	15702	Operating	Boone County Surveyor	\$1,000.00	\$1,000.00	Expense for Boone Co. Pictometry Image
3/23/21	15703	Operating	AFLAC	\$429.40	\$429.40	Emp Deferred Liability-Aflac
3/24/21	15704	Operating	Indiana Water Environment Associa	\$205.00	\$205.00	Exam fees- Odom, Rossman, Vaughn
3/26/21	15705	Operating	Aaron Strong	\$30.00	\$30.00	Cell phone - March
3/26/21	15706	Operating	Brandon Woolf	\$30.00	\$30.00	March cell phone
3/26/21	15707	Operating	Eric Luis Delacruz	\$30.00	\$30.00	March cell phone
3/26/21	15708	Operating	Jeffrey Martin	\$30.00	\$30.00	March Cell phone
3/26/21	15709	Operating	Nathan Crowder	\$30.00	\$30.00	March cell phone
3/30/21	15710	Operating	Brian Vaughn	\$94.08	\$94.08	On call mileage reimbursement
3/31/21	15711	Operating	Maco Press	\$55.06	\$55.06	Drop box yard sign
3/31/21	15711	Operating	Maco Press	\$101.62	\$101.62	Front door decals
3/31/21	15711	Operating	Maco Press	\$143.00	\$143.00	Now hiring signs
3/31/21	15712	Operating	Amanda Foley	\$150.00	\$150.00	Board + planning
3/31/21	15713	Operating	Carl S. Mills	\$150.00	\$150.00	Board + Planning
3/31/21	15714	Operating	Charles Ryerson	\$100.00	\$100.00	Board + Planning
3/31/21	15715	Operating	Eric Hand	\$150.00	\$150.00	Board + Planning
3/31/21	15716	Operating	Jane B. Merrill	\$150.00	\$150.00	Board + Planning
3/31/21	15717	Operating	Jeff Hill	\$100.00	\$100.00	Board + Planning
3/31/21	15718	Operating	Jeffrey Kimbell	\$150.00	\$150.00	Board + Training
3/31/21	15719	Operating	Michael A. McDonald	\$150.00	\$150.00	Board + Training
3/31/21	15720	Operating	Steve Pittman	\$50.00	\$50.00	Training
3/31/21	15724	Operating	Donald Hilton	\$481.02	\$481.02	Refund-11411 Washington
3/31/21	15727	Operating	Adobe Systems Incorporated	\$80.70	\$80.70	Adobe Pro Subscription
3/31/21	15728	Operating	Altman, Poindexter & Wyatt, LLC	\$1,872.50	\$1,872.50	Legal fees
3/31/21	15729	Operating	Ameri-Turf	\$79.00	\$79.00	Line repairs
3/31/21	15729	Operating	Ameri-Turf	\$176.00	\$176.00	Topsoil, Straw, Mix
3/31/21	15730	Operating	Ascension Medical Group St. Vincen	\$95.00	\$95.00	DOT - Starr
3/31/21	15730	Operating	Ascension Medical Group St. Vincen	\$195.00	\$195.00	DOT & Physical - Kaminski
3/31/21	15730	Operating	Ascension Medical Group St. Vincen	\$45.00	\$45.00	Health Assessment - Kaminski
3/31/21	15731	Operating	Back Municipal Consulting	\$1,000.00	\$1,000.00	Training - Carter NASSCO PACP/MACP/L
3/31/21	15732	Operating	Biomonitor	\$1,100.00	\$1,100.00	Sewer Sampling
3/31/21	15733	Operating	Black Tie Courier	\$575.00	\$575.00	Courier service
3/31/21	15734	Operating	Brown Equipment Company	\$168.48	\$168.48	Lift Station R & M
3/31/21	15735	Operating	Carlisle Group Inc	\$1,800.00	\$1,800.00	Strategic Planning-02/18/21-03/31/21
3/31/21	15736	Operating	Carmel Utilities	\$102,311.50	\$102,311.50	March Flow to Carmel
3/31/21	15736	Operating	Carmel Utilities	\$1,053.30	\$1,053.30	March Reads
3/31/21	15737	Operating	Carmel Welding	\$317.27	\$317.27	Equipment Repair
3/31/21	15737	Operating	Carmel Welding	\$317.27	\$317.27	Repairs
3/31/21	15738	Operating	Clark Truck Equipment	\$1,442.03	\$1,442.03	CIP-2019 Dodge-Vise Bracket, Transmitt
3/31/21	15739	Operating	Culy Contracting, LLC	\$700.00	\$700.00	LS 19 Patch Repair
3/31/21	15739	Operating	Culy Contracting, LLC	\$2,500.00	\$2,500.00	MH Casting Replacement-Crooked Stick L
3/31/21	15740	Operating	CuraLinc, LLC	\$295.00	\$295.00	Emp Asistance-Apr, May, June Second Q
3/31/21	15741	Operating	Daily Laboratories	\$132.00	\$132.00	Sewer Sampling
3/31/21	15742	Operating	Dell Marketing L.P.	\$1,526.07	\$1,526.07	Computer Expense
3/31/21	15742	Operating	Dell Marketing L.P.	\$861.94	\$861.94	Computer Expense
3/31/21	15743	Operating	Doxim	\$3,922.04	\$3,922.04	Billing Services
3/31/21	15743	Operating	Doxim	\$5,410.52	\$5,410.52	Postage
3/31/21	15744	Operating	Eco Infrastructure Solutions, Inc.	\$772.01	\$772.01	Televising
3/31/21	15745	Operating	Environmental Resource Associates	\$618.32	\$618.32	Sewer Sampling

Payment date	Check number	Bank name	Payee name	Amount	Amount Allowed	Description
3/31/21	15746	Operating	Fastenal Company	\$233.95	\$233.95	Plant R & M
3/31/21	15746	Operating	Fastenal Company	\$130.52	\$130.52	Plant R&M
3/31/21	15746	Operating	Fastenal Company	\$6.57	\$6.57	PVC Pipe
3/31/21	15746	Operating	Fastenal Company	\$119.45	\$119.45	Rain Pants
3/31/21	15746	Operating	Fastenal Company	\$73.50	\$73.50	Safety Materials
3/31/21	15747	Operating	Flag & Banner Co Inc	\$140.50	\$140.50	CIP-Proj 1910-Trico Flag
3/31/21	15748	Operating	Grainger	\$320.81	\$320.81	Plant R & M
3/31/21	15749	Operating	Gripp, Inc.	\$129.90	\$129.90	Engineering fees
3/31/21	15750	Operating	Hach Company	\$1,092.00	\$1,092.00	Sewer Sampling
3/31/21	15751	Operating	Henry P. Thompson Company	\$1,425.33	\$1,425.33	Plant R&M
3/31/21	15752	Operating	Heritage-Crystal Clean, LLC	\$1,202.50	\$1,202.50	Plant R&M
3/31/21	15753	Operating	IDEXX Laboratories	\$3,598.82	\$3,598.82	Sewer Sampling
3/31/21	15754	Operating	IN.GOV	\$46.00	\$46.00	License Fee & LCH ISP x's 3
3/31/21	15755	Operating	IT Indianapolis	\$59.58	\$59.58	Computer Expense
3/31/21	15755	Operating	IT Indianapolis	\$10,594.50	\$10,594.50	Computer Expense
3/31/21	15756	Operating	IUPPS	\$964.25	\$964.25	Monthly tickets
3/31/21	15757	Operating	Kirby Risk Corporation	\$4.20	\$4.20	Fuses
3/31/21	15757	Operating	Kirby Risk Corporation	\$73.47	\$73.47	Plant R & M
3/31/21	15758	Operating	MacAllister Machinery	\$4,569.55	\$4,569.55	LS 1 Generator rental tree damage
3/31/21	15758	Operating	MacAllister Machinery	\$4,569.55	\$4,569.55	LS 1 Tree Damage-Insurance Reimb
3/31/21	15759	Operating	Merrell Brothers, Inc.	\$12,581.51	\$12,581.51	Biosolids Disposal
3/31/21	15760	Operating	Microbac Laboratories, Inc.	\$220.00	\$220.00	Sewer Sampling
3/31/21	15761	Operating	Mission Mechanical	\$500.00	\$500.00	Neutralizer Kit
3/31/21	15761	Operating	Mission Mechanical	\$683.35	\$683.35	Plant R & M
3/31/21	15761	Operating	Mission Mechanical	\$300.00	\$300.00	Plumbing Maintenance
3/31/21	15762	Operating	Nalco Water Pretreatment Solutions	\$332.02	\$332.02	Sewer Sampling
3/31/21	15763	Operating	North Central Laboratories	\$719.75	\$719.75	Lab supplies
3/31/21	15764	Operating	Office Depot	\$54.63	\$54.63	Office Expense
3/31/21	15764	Operating	Office Depot	\$56.40	\$56.40	Office Expense
3/31/21	15764	Operating	Office Depot	\$93.35	\$93.35	Paper Towels
3/31/21	15765	Operating	Office Keepers	\$1,035.00	\$1,035.00	Monthly office cleaning-March
3/31/21	15766	Operating	Pearson Ford, Inc.	\$222.96	\$222.96	2008 Ford F550 service
3/31/21	15766	Operating	Pearson Ford, Inc.	\$1,001.72	\$1,001.72	2010 Ford F250 Maintenance
3/31/21	15766	Operating	Pearson Ford, Inc.	\$53.28	\$53.28	2012 Ford Transit-Maintenance
3/31/21	15766	Operating	Pearson Ford, Inc.	\$56.56	\$56.56	2013 Ford F150-Maintenance
3/31/21	15766	Operating	Pearson Ford, Inc.	\$757.42	\$757.42	2016 Ford 250 Maintenance
3/31/21	15766	Operating	Pearson Ford, Inc.	\$832.21	\$832.21	2016 Ford F150
3/31/21	15766	Operating	Pearson Ford, Inc.	\$56.56	\$56.56	2018 Ford Escape Maintenance
3/31/21	15767	Operating	RJE Interiors, Inc	\$176,021.61	\$176,021.61	CIP-Proj 1910 Admin Office
3/31/21	15767	Operating	RJE Interiors, Inc	\$859.56	\$859.56	CIP-Proj 1910 Admin Office
3/31/21	15768	Operating	Sage Software, Inc.	\$3,145.00	\$3,145.00	PSG Services
3/31/21	15769	Operating	Shrewsbury & Associates, LLC	\$1,650.00	\$1,650.00	Construction Obsv-Bellvue
3/31/21	15770	Operating	Simplifile	\$1,170.00	\$1,170.00	Filing Fees
3/31/21	15771	Operating	Structured Solutions, LLC	\$7,125.00	\$7,125.00	Manhole R&M
3/31/21	15772	Operating	Taylor Oil Company, Inc.	\$1,554.57	\$1,554.57	Fuel
3/31/21	15773	Operating	TPI Utility Construction	\$7,495.00	\$7,495.00	Sewer Lateral Repair-10485 N Pennsylv
3/31/21	15773	Operating	TPI Utility Construction	\$6,195.19	\$6,195.19	Sewer Repair 11090 Broadway
3/31/21	15773	Operating	TPI Utility Construction	\$5,693.36	\$5,693.36	Sewer Repair 606 Barbee Lane
3/31/21	15774	Operating	Vasey Commercial Heating & AC, Inc	\$1,050.00	\$1,050.00	Billing Agreement-04/01/21-06/30/21
3/31/21	15775	Reserve for R	Barth Electric Co., Inc.	\$85,636.39	\$85,636.39	LS 1 Generator Replacement
3/31/21	15776	Reserve for R	Biorem Environmental Ltd	\$159,100.00	\$159,100.00	CIP-Proj 2002 LS 2 Odor control R4R
3/31/21	15777	Reserve for R	Clean Air & Water Engineering, PLL	\$5,270.00	\$5,270.00	CIP-Proj 2002 LS 2 Odor Control R4R
3/31/21	15778	Interceptor	Brand Electric, Inc	\$960.00	\$960.00	CIP-Proj 1802 Haver Way
3/31/21	15779	Interceptor	GRW	\$5,139.50	\$5,139.50	CIP-Proj 2101 LEC Interceptor extension
3/31/21	15779	Interceptor	GRW	\$5,139.50	\$5,139.50	CIP-Proj 2101 LS 14 Interceptor
3/31/21	15779	Interceptor	GRW	\$3,200.00	\$3,200.00	CIP-Proj 2101 LS 14 Interceptor
3/31/21	15779	Interceptor	GRW	\$5,250.00	\$5,250.00	CIP-Proj 2103 -Sewer Extensions
3/31/21	15780	Interceptor	Lykins Contracting LLC	\$97,233.48	\$97,233.48	CIP-Proj 1802 Haver Way
3/31/21	15781	Interceptor	MS Consultants, Inc	\$1,150.00	\$1,150.00	CIP-Proj 1802
3/31/21	15782	Plant Expansion	Clark Excavation & Utility	\$65,894.63	\$65,894.63	CIP-Proj 1906 Outfall
3/31/21	15783	Plant Expansion	GRW	\$288.75	\$288.75	CIP-Proj 1906
3/31/21	15783	Plant Expansion	GRW	\$288.75	\$288.75	CIP-Proj 1906 Outfall Admin
4/6/21	15784	Operating	Carmel Utilities	\$42.73	\$42.73	Stormwater
4/6/21	15785	Operating	Connect Electric Inc	\$175.00	\$175.00	Electrical work
4/6/21	15786	Operating	Jason Mais	\$100.00	\$100.00	Refund-11500 Wildlife Ct
4/6/21	15787	Operating	Office Keepers	\$1,035.00	\$1,035.00	Cleaning
3/31/21	100038	Huntington Bo	Centier Bank	\$83,938.94	\$83,938.94	Escrow deposit to account 103323074
3/31/21	100039	Huntington Bo	GRW	\$7,052.50	\$7,052.50	CIP-Proj 1902
3/31/21	100039	Huntington Bo	GRW	\$12,800.00	\$12,800.00	CIP-Proj 1902
3/31/21	100039	Huntington Bo	GRW	\$13,054.50	\$13,054.50	CIP-Proj 1902 Const Admin
3/31/21	100039	Huntington Bo	GRW	\$11,280.00	\$11,280.00	CIP-Proj 1902 Const Obsv
3/31/21	100039	Huntington Bo	GRW	\$1,000.00	\$1,000.00	CIP-Proj 1902 Permitting
3/31/21	100040	Huntington Bo	Thieneman Construction, Inc.	\$755,450.45	\$755,450.45	CIP -Proj 1902
3/8/21	2021080	Operating	Duke Energy	\$137.30	\$137.30	LS 5
3/10/21	2021081	Operating	Duke Energy	\$378.89	\$378.89	LS 19
3/4/21	2021082	Operating	Duke Energy	\$54.50	\$54.50	LS 6
3/12/21	2021083	Operating	Duke Energy	\$857.51	\$857.51	LS 14
3/8/21	2021084	Operating	Duke Energy	\$297.33	\$297.33	LS 21
3/17/21	2021085	Operating	Duke Energy	\$393.87	\$393.87	LS 23
3/16/21	2021086	Operating	Duke Energy	\$19,274.79	\$19,274.79	Plant
3/15/21	2021087	Operating	Duke Energy	\$873.95	\$873.95	LS 17
3/15/21	2021088	Operating	Duke Energy	\$230.34	\$230.34	LS 11
3/8/21	2021089	Operating	Duke Energy	\$1,386.93	\$1,386.93	LS 1
3/16/21	2021090	Operating	Duke Energy	\$275.39	\$275.39	LS 16
3/9/21	2021091	Operating	Duke Energy	\$617.47	\$617.47	LS 26
3/3/21	2021094	Operating	Wex Bank	\$132.56	\$132.56	Fuel
3/8/21	2021095	Operating	PNC Bank	\$6,584.86	\$6,584.86	Credit Card Expenses Feb 2021
3/8/21	2021096	Operating	ADP	\$66,387.15	\$66,387.15	Payroll PPE 3/5/21

Docket Report Information

For the period 3/3/21 - 4/6/21

CIP- 2019 Dodge Ram	\$6,236.96
CIP - Proj 1802 Haver Way	\$99,343.48
CIP - Proj 1902 Plant Expansion	\$800,637.45
CIP-Proj 1906 Outfall Plant Outfall	\$66,472.13
CIP-Proj 1910 Admin Office	\$176,881.17
CIP - Proj 2103 Neighborhood Sewers	\$5,250.00
CIP-Proj 2002 LS 2 Odor Control R4R	\$164,370.00
CIP-Proj 2101 LEC Interceptor extension	\$13,479.00
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	\$1,332,670.19
District Insurance	\$43,105.11
Treatment Flow to Carmel Utilities	\$102,311.50
Other Expenses	\$625,608.36
Total Claims	\$2,103,695.16

Selected Statistics 2021	January	February	March	2021 Monthly Average	2021 YTD	2020 Total Through March
Maintenance Information						
Lateral Inspections	36	26	17	26	79	71
Certified I&I Inspections	24	26	34	28	84	86
Failed I&I Inspections	0	0	0	0	0	7
Sewer Locates	464	384	421	423	1,269	1,724
Manholes Added	62	3	0	22	65	12
Total # of Manholes	5,948	5,951	5,951	5,950	5,951	5,898
Manholes Inspected	203	481	808	497	1,492	1,888
Feet of Sewer Added	28,089	1,234	11	9,778	29,334	4,324
Total Footage of Sewers	1,699,903	1,701,137	1,701,148	1,700,729	1,701,148	5,023,831
Feet of Sewer Televised	17,293	0	4,425	7,239	21,718	90,419
Feet of Sewer Cleaned	0	180	0	60	180	3,715
Overflows	0	0	1	0	1	0
Feet of LPFM Cleaned	6,617	0	0	2,206	6,617	6,617
LS 1 to Carmel Utilities						
Rainfall/Precipitation (inches)	0.87	1.14	4.06	2.02	6.07	12.26
Total Flow (gallons)	54,031,909	46,768,362	65,551,000	55,450,424	166,351,271	208,014,824
Max Daily Flow (gallons)	2,842,113	3,136,724	3,102,000	N/A	3,136,724	4,551,181
Average Daily Flow (gallons)	1,742,965	1,670,299	2,114,548	1,842,604	5,527,812	6,851,213
Min Daily Flow (gallons)	1,374,527	1,291,312	1,445,000	N/A	1,291,312	1,732,672
TriCo WRRF						
Total Flow (gallons)	83,802,321	63,901,000	78,069,000	75,257,440	225,772,321	259,912,150
Max Daily Flow (gallons)	3,314,154	2,995,000	5,351,000	N/A	5,351,000	7,015,000
Average Daily Flow (gallons)	2,703,301	2,282,179	2,518,354	2,501,278	7,503,834	8,559,858
Min Daily Flow (gallons)	2,354,511	1,988,000	2,053,000	N/A	1,988,000	2,192,000
Total Flow to Both Plants	137,834,230	110,669,362	143,620,000	130,707,864	392,123,592	467,926,974
Biosolids Handling (gallons)						
Wasted (Biosolids)	1,273,800	1,237,400	1,252,090	1,254,430	3,763,290	4,701,500
Dewatered	548,000	395,000	398,000	447,000	1,341,000	2,054,000
Digested Sludge Withdrawn	700,000	744,000	615,000	686,333	2,059,000	2,989,000
Customer Information					16,027	
New Sewer Service Accounts	7	34	-4	12	37	68
Permits Issued	25	18	31	25	74	82



MEMORANDUM

To: Board of Trustees

From: Wes Merkle

Date: April 6, 2021

Subject: Lift Station 2
Odor Control Equipment Installation

We recently received all of the equipment purchased for the subject project, and staff requested quotes to install the equipment from several local contractors. Quotes are due Monday, April 12. Results and recommendations will be presented to the Board that evening.



MEMORANDUM

To: Board of Trustees
From: Andrew Williams
Date: April 6, 2021
Subject: Worker's Compensation

We recently experienced our first lost time accident in over ten years. We learned from this occurrence that the Worker's Compensation policy follows the requirements of state law, and coverage does not include pay for the first seven calendar days of a leave, unless the leave extends beyond 21 days. My assumption was that our coverage would make the employee whole for a work-related accident and not require them to take PTO.

Ms. Candace Walker, our labor attorney, said it is allowed to pay employees for the first week of missed work. She is aware that a few of her clients do provide this benefit. I checked with some local cities on their policy. Fishers and Noblesville both compensate the employee for the first week off work due to a work-related injury. Carmel does not.

It has been rare that we have a lost time accident since we focus on employee safety and we are able to readily monitor of safety matters due to so small staff. I propose the following addition to the worker's compensation coverage section of the Employee Handbook:

III. BENEFITS AND SERVICES

A. 1. a. WORKERS COMPENSATION INSURANCE SUPPLEMENT

TriCo carries worker's compensation insurance on all employees to provide coverage for injuries and illnesses arising out of and in the course of employment. State compliant coverage does not include pay for the first seven calendar days of a leave unless the leave extends beyond 21 days. TriCo will pay the employee's regular salary for the first five (5) workdays when and employee is absent due to a worker's compensation injury, provided a physician acceptable to TriCo certifies that the employee is unable to work.

If Worker's Compensation benefits are paid by the insurance policy for the first five (5) workdays and the employee was already paid by TriCo for that same period, the employee shall reimburse an equivalent amount to TriCo.

Requested Action: Approve the addition to the Employee Handbook.