TriCo Regional Sewer Utility

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Board of Trustees Meeting Agenda

Monday, June 14, 2021 @ 6:00 p.m.

TriCo WRRF

7236 Mayflower Park Drive, Zionsville, IN 46077

1. Roll Call
2. Public Hearing - Sewer Use Ordinance 5-10-2021
3. Public Comment
4. Approval of Meeting Memorandum
    a. Board Meeting, May 10, 2021
5. Approval of Claims Docket
6. Attorney's Report
7. Utility Director's Report
8. Committee Reports
    a. Budget & Finance Committee
    b. Personnel & Benefits Committee
    c. Capital & Construction Committee
        i. Dedication
        ii. Generator Sale
        iii. #2103 Neighborhood Sewer Extension Construction Contract Award
9. Old Business
    a. Second Reading of the Sewer Use Ordinance 5-10-2021
10. New Business
11. Adjourn

SEWER USE ORDINANCE
NO. 5-10-2021

This Ordinance replaces Ordinances NO. 6-9-2014

BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TRICO REGIONAL SEWER UTILITY (HEREIN REFERRED TO AS THE "UTILITY")

This Ordinance regulates the connection to and use of public and private sewers and drains, the installation and connection of building sewers, and the discharge of waters and wastes into the sewerage system of the TRICO REGIONAL SEWER UTILITY and provides rates and charges for violations thereof.

CONTENTS

SECTION 1-General Provisions

1.1 Definitions

Unless otherwise defined in this Ordinance in Section 13, terms shall be as adopted in the latest edition of Standard Methods for the Examination of Water and Wastewater, published by the American Public Health Association, and American Water Works Association, and the Water Environment Federation and as set forth in 40 CFR 136. Waste constituents and characteristics shall be measured by Standard Methods unless a mutually agreed upon acceptable alternative method is adopted, or in such other method established by state or federal regulatory agencies. Monitoring and metering will be carried out by customarily accepted methods.

1.2 Regulations of the Board of Trustees

The Board of Trustees may adopt and enforce such reasonable regulations not in conflict herewith as it may be deemed necessary for the safe, economical, and efficient management of the Utility's sewerage system and for the construction and use of building (or house) lateral sewers and connections to the sewerage system, which regulations may include limitations of or prohibition of introduction of or infiltration by storm water, surface water, and ground water into the sewerage system.

SECTION 2-General Sewer Use & Connection

2.1 Required Sewerage System Connection

The owner of all houses, buildings, or properties used for human occupancy, employment, recreation or other purposes, situated within the Utility and abutting on any street, alley, or right-of- way in which there is now located a public sanitary sewer of the Utility is hereby required at his expense to install a suitable sanitary facility therein, and to connect such facilities directly with the proper public sewer in accordance with the provisions of this Ordinance and the Utility's connection policy, provided that said public sewer is within three hundred (300) feet of the property line.

Any person constructing a new house or other building for occupancy, employment, recreation, industrial or commercial activity within the Utility and abutting on any street, alley, or easement in which there is now located public sanitary sewer, or along or across which there is access to such a sewer, must connect to such a sewer in accord with applicable ordinances and regulations, and shall not discharge sewage elsewhere than into the sewerage system.

2.2 Separate Sewer Requirement

A separate and independent building (or house) lateral sewer shall be required for every building (or house); except where one building (or house) stands at the rear of another or an interior lot and no private sewer is available or can be constructed to the rear building (or house) through an adjoining alley, court, yard, or driveway and the property owner adds a covenant to his deed pledging not to sell either building separately. In such cases, the building (or house) lateral sewer from the front building (or house) may be extended to the rear building (or house) and the whole considered as one building (or house) lateral sewer.

2.3 Right to Reject Waste

The Utility shall have the right to reject waste and prohibit the introduction of rejected waste into the sewerage system or the Utility may require pretreatment of the waste, when the strength or character of the waste, in the sole operation and discretion of the Utility, is such that it could cause damage to or interfere with the operation of the sewerage system.

2.4 Use of Old Building (or House) Lateral Sewer for a New Building (or House)

For initial connection to the sewer system new 6-inch laterals in conformance with Utility standards shall be constructed at property owner's expense from the building sewer as it exits the building to the lateral's connection at the property line. All septic tanks and piping outside the building must be abandoned.

In cases where building additions, patios, porches, and paved driveways have been constructed atop the existing pipe leaving the building and replacement with a new line is not cost effective, then with approval of the Utility Engineer, the existing pipe may be inspected, and air tested to determine its acceptability and if in suitable conditions approved for usage. The Property Owner shall bear the cost of all testing and shall pay the Utility for any necessary inspection fees.

2.5 Connection of Downspouts, Drains, etc.

No person shall connect or reconnect roof downspouts, footing drains, areaway drains, driveways, parking lots, or other sources of surface, runoff, or groundwater, to a building (or house) lateral sewer or building (or house) drain which is in turn connected directly or indirectly to the sewerage system.

Whenever a property owner has plumbing facilities in his basement serving showers, toilets, washing machines, etc., there shall not be any floor drains or footing drains connected to said plumbing that may convey ground water seepage into the sewer system.

The property owner shall provide dedicated plumbing and pumping systems for sewage. The plumbing shall not be interconnected with sump pumps, footing drains and floor drains.

2.6 Inspection: Supervision of Connection

The applicant for the building (or house) lateral sewer permit shall notify the Utility or its designated representative when a building (or house) lateral sewer is ready for inspection and connection to the sewerage system. The connection shall be made under the supervision of the inspector or his representative using materials and techniques conforming to the requirements of the Utility. The applicant shall not cover or bury the sewer until the inspection is completed and the connection approved.

2.7 Inflow and Infiltration Reduction Program

The implementation and operation of this program shall be defined in the "Policy Document to Reduce Inflow and Infiltration (I/I) from the Sanitary Sewer Collection and Treatment System" as approved by the Board of Trustees of the TriCo Regional Sewer Utility.

2.8 Submittal of Plans and Specifications for New Construction

Plans and Specifications for any sewer, lift station or force main to be connected to the Utility's Sewer System, must be submitted for review to the Utility in advance of scheduled

construction. The submitted Plans and Specifications must comply with the Utility's design criteria and any state or county design requirements, as applicable, and their releases or approvals before construction can commence.

The construction of the said released Plans and Specifications must be performed under general supervision of the Design Engineer.

2.9 Submittal of Plans and Specifications & Required Testing for Existing Sewers

Any entity wanting to abandon and re-connect existing sewers to the Utility sewer system must submit the following information for review by the Utility; Plans and Specifications for the Facility, results of the infiltration tests performed after construction and flow tests showing the non-existence of infiltration/inflow.

2.10 Additional Testing

If the information is not sufficient to determine the acceptability of the sewer system the Board or Utility Director may require the performance of additional testing including televising of the system, pressure testing of sewer joints, smoke testing, flow testing or any other test deemed necessary. The entity requesting approval/acceptance of the sewer shall bear the entire cost of additional testing.

2.11 Extensions Outside of the Utility

A person shall not directly or indirectly make any connections with or openings into the sewerage system for purpose of serving any areas outside the territory of the Utility without first securing specific approval of the Board adding the real estate and property to be served to the Utility's territory and authorizing such connection.

SECTION 3 - Discharge Prohibitions

3.1 General Prohibitions

No User shall introduce or cause to be introduced into the POTW any pollutant or wastewater which causes or could potentially cause or interference with the operation or performance of the POTW. These general prohibitions apply to all Users of the POTW even if they are not subject to categorical pretreatment standards or any other national, state, or local pretreatment standards or requirements.

3.2 Right to Prohibit New Connections

The Utility shall have the right to prohibit new connections when excess capacity of the sewerage system is deemed insufficient by the Board to accommodate the expected flow, BOD and/or Suspended Solids loading from the prospective sewer user and for any other reason.

3.3 Damaging, Defacing, etc., Sewerage Works Property

A person shall not maliciously, willfully, or recklessly break, damage, destroy, uncover, deface or tamper with any structure, appurtenance or equipment which is a part of the Utility sewerage system.

3.4 Prohibition of Discharge to Natural Outlets

It shall be unlawful to discharge to any natural outlet within any territory of the Utility, any sewage or other polluted water except where suitable treatment has been provided in accordance with subsequent provisions of this ordinance.

3.5 Privies, Septic Tanks, Cesspools, etc.

Except as otherwise provided by the Board, the Utility, or the State of Indiana or any of its agencies, a person shall not construct or maintain a privy, septic tank, cesspool or other facility intended or used for the disposal of wastewater; except that existing septic tank systems and fields may be repaired and maintained in accordance with applicable laws and ordinance.

3.6 Prohibition of Unpolluted Waters

Unpolluted water, including, but not limited to city water, cooling water, process water or blowdown from cooling tower or evaporative coolers shall not be discharged through direct or indirect connection to the sewerage system.

3.7 Prohibition of Dilution

No user shall ever increase the use of process water or, in any way, attempt to dilute a discharge as partial or complete substitute for adequate treatment to achieve compliance with the limitations contained in the federal categorical pretreatment regulations or with any other pretreatment standard set by the or specified within this Ordinance.

3.8 Specific Prohibitions

No User shall introduce or cause to be introduced into the POTW the following pollutants, substances or wastewater or create the following potential conditions:

1. Any substances or pollutants which by reason of their nature or quantity create a fire or explosive hazard to the POTW or to the operation of the POTW, including but not limited to; waste streams with a closed cup flashpoint of less than 140º F, (60º C), using the test methods specified in 40 CFR 261.21. Examples of these pollutants include, but are not limited to; gasoline, benzene, naphtha, fuel oil, kerosene, toluene, xylene, ethers, alcohols, ketones, aldehydes, peroxides, chlorates, perchlorates, bromates, carbides, hydrides or other flammable or explosive liquid, solid, or gas which the Utility or the Control Authority has notified the user is a fire or explosion hazard to the POTW.

2. Wastewater having a pH less than 6.0 or more than 9.0, or otherwise causing corrosive structural damage to the POTW or equipment; damage or hazards to the personnel of the POTW; or interference with any treatment process.

3. Solid or viscous substances in an amount which could cause obstruction of the flow in the POTW resulting in interference with the operation of the POTW. Examples of such instances include but are not limited to Fats, Oils, and Greases (FOG), ashes, cinders, sand, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics, wood, un-ground garbage, whole blood, paunch manure, hair and fleshing, entrails, paper, dishes, cups, milk containers, and aluminum cans.

4. Pollutants, including oxygen demanding pollutants (BOD, etc.) released in a discharge at a flow rate and/or pollutant concentration which either singly or by interaction with other pollutants will cause interference in the POTW.

5. Heat in wastewater that could inhibit biological activity in the POTW treatment plant resulting in interference or damage, or wastewater which causes the temperature at the introduction into the treatment plant to exceed 104º F (40º C).

6. Petroleum, oil, non-biodegradable cutting oil, or products of mineral oil origin, in amounts that could cause interference or pass-through.

7. Pollutants which result in the presence of toxic gases, vapors, or fumes within the POTW in a quantity that may cause acute worker health and safety problems.

8. Trucked or hauled pollutants, except:
    a. with the written permission of the POTW;
    b. at discharge points designated by the Utility Director.

9. Any danger to life or safety of personnel.

10. A nuisance or hindrance of the effective maintenance or operation of the sewer system, such as through having an unusually strong or unpleasant odor.

11. Air pollution by the release of toxic or unusually malodorous gases or malodorous gas-producing substances.

12. A pollutant from any source of non-domestic wastewaters that could pass through or cause interference with the operation or performance of the POTW regardless

of the user's subjectivity to national categorical standards or state, local, or any other national pretreatment standard or requirement.

13. The wastewater treatment plant's effluent or any other product of the treatment process, residues, sludges, or scum, to be unsuitable for reclamation, disposal, or to interfere with the reclamation process, or to fail to meet any of the limitations set by any Federal or State agency or the terms of the Utility's NPDES Permit.

14. Discoloration or any other condition that interferes with control of the treatment process.

15. Storm water, surface water, groundwater, artesian well water, roof runoff, subsurface drainage, swimming pool drainage, condensate, deionized water, noncontact cooling water, and unpolluted wastewater, unless specifically authorized by the Utility Director.

16. Sludges, screening, or other residues from the pretreatment of industrial wastes.

17. Medical wastes, except as specifically authorized by the Utility Director in a wastewater discharge permit.

18. Wastewater causing, alone or in conjunction with other sources, the treatment plant's effluent to fail a toxicity test.

19. Any wastes containing detergents, surface-active agents (surfactants), or other substances which may cause excessive foaming in the POTW or receiving stream.

20. Wastewater, alone or in conjunction with other sources, containing mercury in amounts that result in the POTW violating any portion of its NPDES permit.

21. Any waters or wastes containing phenols or other taste-producing or odor-producing substances, in concentrations exceeding limits which may be established by the Utility Director as necessary, after treatment of the composite sewage, to meet the requirements of the state, federal, or other public agencies of jurisdiction of discharge to the receiving waters.

22. Unusual concentrations of inert suspended solids, such as, but not limited to fuller's earth, lime slurries and lime residues; or of dissolved solids, such as, but not limited to, sodium chloride and sodium sulfate.

23. Radioactive wastes.

SECTION 4 - Limitations on Wastewater Strength

4.1 Authority to Determine Appropriate User Limits

The Utility and specifically, the Utility Director shall have the legal authority to establish and enforce specific limits on prohibited substances as stated in this section. Prohibited substances have constituents and characteristics which singly or in combination may damage structures, impair the operation of the wastewater treatment plants that serve the Utility, interfere with treatment process or impair the quality of the Receiving Stream(s) or its tributaries. Prohibited substances include, but are not limited to, the following constituents and characteristics, with maximum concentration as shown in table 4.2 Limitations.

4.2 Limitations

A person shall not discharge any wastewater containing concentration in excess of:

Parameter	Daily Max/Monthly Average	Limitation
Temperature at point of discharge to the sewerage system.	Maximum	150°F/65.5° C
Ammonia	Daily Maximum	15 mg/L
Arsenic	Daily Maximum	0.07 mg/L
Biochemical Oxygen Demand (BOD)	Daily Maximum	200 mg/L
Cadmium	Daily Maximum	0.05 mg/L
Chlorinated Hydrocarbons	Daily Maximum	0.02 mg/L
Copper	Daily Maximum	2 mg/L
Cyanide Amenable to Chlorination (CN,A)	Daily Maximum	0.02 mg/L
Cyanide Amenable to Chlorination (CN,A)	Monthly Average	0.08 mg/L
Cyanide, Total (CN,T)	Daily Maximum	0.64 mg/L
Cyanide, Total (CN,T)	Monthly Average	0.24 mg/L
Hexavalent Chromium (Cr, VI)	Daily Maximum	0.25 mg/L
Hexavalent Chromium (Cr, VI)	Monthly Average	0.09 mg/L
Lead	Daily Maximum	0.22 mg/L
Mercury	Daily Maximum	0.00002 mg/L (20 ng/L)
Molybdenum	Daily Maximum	1 mg/L
Nickel	Daily Maximum	0.50 mg/L
Oil & Grease (Animal & vegetable)	Daily Maximum	150 mg/L
Oil & Grease (mineral & petroleum)	Daily Maximum	100 mg/L
PCB’s	Daily Maximum	0.00 mg/L
Phenolic Compounds	Daily Maximum	1.0 mg/L
pH	Daily Maximum	9.0 mg/L

pH	Daily Minimum	6.0 mg/L
Phosphates	Daily Maximum	10 mg/L
Selenium	Daily Maximum	0.35 mg/L
Silver	Daily Maximum	0.10 mg/L
Suspended Solids	Daily Maximum	200 mg/L
Total Toxic Organics	Daily Maximum	1.40 mg/L
Zinc	Daily Maximum	2.50 mg/L

SECTION 5 - Fats, Oils & Grease (FOG) Requirements

5.1 All FOG facilities:

Interceptors shall be required at all restaurants and commercial facilities when, in the opinion of the Utility, they are necessary to contain grease, flammable wastes or sand and other harmful inert materials. All interceptors shall be approved by the Utility and shall be readily and easily accessible for cleaning and inspection.

(a) have a FOG pretreatment device properly installed that is acceptable to the Utility and in accordance with this Ordinance,
(b) install and maintain FOG pretreatment devices as directed by the Utility at the User's expense,
(c) operate the device in compliance with the Utility's discharge limits,
(d) be permitted to operate and maintain an existing FOG pretreatment device provided these are in proper operating condition as set forth with this Ordinance,
(e) have FOG pretreatment devices with adequate retention time at actual peak flow between the influent and effluent baffles to allow for any solids to settle or accumulate and floatable grease-derived materials to rise and accumulate and prevent discharge limit violations,
(f) connect all garbage disposals to a pretreatment device prior to entering the sewer,
(g) assume all responsibility in the sizing, plumbing configuration of the FOG pretreatment device and be responsible for what is or is not plumbed into its FOG pretreatment device,
(h) locate FOG pretreatment devices in easily accessible areas for inspection by the Utility and for proper maintenance by the User.

5.2 Other Types of Facilities Needing Acceptable FOG Pretreatment Devices

FOG pretreatment devices, acceptable to the Utility and in compliance with this Ordinance, are required to be installed and maintained at:

(a) facilities that will be expanded or renovated to include a FOG facility,
(b) newly constructed facilities that could or will include FOG facilities,
(c) new multiuse facilities.

5.3 Properly Operating FOG Equipment

If the facility does not have plumbing connections to a FOG pretreatment device that functions to bring the User in compliance with the requirements of the Utility, the facility shall modify their current plumbing to prevent the introduction of FOG into the sewer as prohibited by this Ordinance.

5.4 All grease traps shall:

(a) Upon request by the Utility inspector, be immediately opened by the facility staff for inspection,
(b) be serviced and emptied of accumulated waste content no less than twice per week,
(c) include flow regulators,
(d) not be shared by multiple facilities,

(e) not have an accumulation of floatable FOG and /or Settled Solids that exceed twenty five percent (25%) of its total volume.

5.5 All grease interceptors shall:

(a) comply with Utility's Exterior Interceptor/Separator Detail,
(b) not have an accumulation of floatable FOG and /or Settled Solids that exceed twenty five percent (25%) of its total volume,
(c) be serviced and complete evacuation performed no less than once every 12 weeks.

5.6 All Oil Water Separators shall:

(a) comply with Utility's Exterior Interceptor/Separator Detail,
(b) not have settled oils or solids accumulated in excess of twenty percent (20%) of the wetted height of the oil-water separator, and no floating oil and grease in the oil-water separator should be accumulated in excess of five percent (5%) of the wetted height of the oil-water separator,
(c) be serviced and complete evacuation performed no less than once every 12 weeks.

5.7 The Utility may allow:

(a) the use of automatic removal systems if prior written approval by the Utility is obtained,
(b) a grease trap to be installed in the facility if a grease interceptor cannot be installed readily in a FOG facility, at the owner's expense, on a trial basis. However, if the grease trap does not allow the facility to remain in compliance with all maintenance and discharge requirements in this Ordinance, the facility will be required to install and maintain a grease interceptor in compliance with this Ordinance,
(c) a grease interceptor and oil-water separator to be used by more than one facility if the capacity of the device is such that all the limits are met as established through this Ordinance.

5.8 The User of a grease interceptor, grease trap and/or oil-water separator shall:

(a) maintain the device at the User and/or Owner's expense,
(b) maintain the apparatus so to not allow wastewater discharge concentration from the pretreatment device to exceed any of the Utility's discharge requirements,
(c) service and empty the apparatus as frequency as needed to maintain an acceptable waste limit as described in this Ordinance,
(d) clean the apparatus immediately if the solid waste and grease or oil reaches the allowable limit within the Ordinance,
(e) remove all waste (floating FOG and settled solids) from the apparatus and have it hauled away and disposed of in accordance with state standards,
(f) completely evacuate the apparatus anytime the discharge exceeds BOD, COD, TSS, FOG, pH, or other pollutant levels established by the Utility,

(g) not introduce, or cause, permit, or suffer the introduction of any surfactant, solvent or emulsifier into a grease interceptor. Surfactants, solvents, and emulsifiers are materials which allow the grease to pass from the grease interceptor into the collection system, and include but are not limited to enzymes, soap, diesel fuel, kerosene, turpentine, and other solvents,
(h) be responsible for increased maintenance and cleaning beyond the maintenance requirements of this Ordinance if needed, to maintain an acceptable FOG level,
(i) not allow waste/water to be returned to the apparatus once pumped,
(j) open the device for the Utility to preform inspections,
(k) require its staff to properly dispose of grease/waste so it is not reintroduced back into the sanitary sewer system,

5.9 The Utility may:

(a) extend the ninety (90) calendar day grease interceptor pump out frequency, and/or the twice a week grease trap cleaning frequency if the User petitions the Utility for such modifications and provides a completed Modification Request Form with a modification fee as specified within the Ordinance,
(b) shorten the ninety (90) calendar day grease interceptor pump out frequency, and/or the twice a week grease trap cleaning when, in the opinion of the Utility, such frequency is insufficient to ensure the Utility's discharge levels,
(c) require the complete removal of garbage disposals from any FOG facility,

5.10 FOG Reporting Requirements

All businesses and industry shall provide, on demand, to the Utility, sufficient information to determine if it is a FOG facility.

The owner of the building shall notify the Utility, in writing, of changes regarding the facility's occupant, building usage, and/or new construction within thirty (30) days of the date the change takes place.

5.11 All FOG facilities shall:

(a) maintain written FOG pretreatment device maintenance records for three (3) years on a continuously rolling calendar. All such records shall be always available for inspection by the Utility. These records shall include: Facility's name and physical location; date and time of cleaning service; name of grease hauling company; name and signature of grease hauling company agent performing said service; established service frequency and type of service (full pump out or onsite treatment); number and size of each pretreatment device serviced; approximate amount of grease and solids removed from each pretreatment device; total volume of waste removed from each pretreatment device; destination of removed waste; signature and date of FOG facility personnel confirming service completion,

(b) report all FOG pretreatment device maintenance and required information including cleaning records and photos after each service using the software designated by the Utility within 24 hours following service completion,
(c) report to the Utility, in writing, any accidental discharge within 24 hours of event.

5.12 FOG Inspections

All FOG pretreatment devices may be inspected by the Utility as necessary including scheduled and unscheduled visits to assure compliance with this Ordinance. Each FOG facility shall allow any Utility official or agent of the Utility bearing proper identification, access to all parts of the premises for the purpose of inspection, observation, record examination, measurement, sampling and testing in accordance with this Ordinance. Any refusal to allow the Utility official or agent entry to or upon the facility's premises for purposes of inspection, sampling effluents, and inspecting and copying records, or performing other such duties by this Ordinance shall constitute a violation of this Ordinance and result in a Notice of Violation being issued and additional fees being added to this facility's sewer bill.

The refusal of any FOG facility to immediately open an interior pretreatment device for both scheduled and unscheduled inspections shall constitute a violation of this Ordinance and result in a Notice of Violation being issued and additional fees being added to this facility's sewer bill.

5.13 Management of FOG Facilities

It is facility owner's responsibility to:

(a) verify that all employees and/or tenants are informed about the FOG program and Best Management Practices to assist the Utility with compliance,
(b) train new management on the reporting requirements to ensure compliance,
(c) properly maintain FOG Pretreatment Device(s).

5.14 Changes in Ownership

Any FOG facility with a change in ownership will be recognized as a new FOG facility and shall comply with the Utility's discharge limits in accordance with this Ordinance.

If the FOG facility changes names but keeps the same owner, the facility will continue with the fee structure from the previous facility name. It is the facility owner's duty to inform the Utility of any facility name change within thirty (30) days. If a facility name changes and they do not inform the Utility of such changes within thirty (30) days, they may be subject to fees. Facilities are exempt from this if, and only if, the ownership changes as well.

If a change in a business occurs, the property owner shall inform the Utility of the change within thirty (30) days and inform the Utility of the new type of business that

is currently operating at said location.

5.15 A NOV shall be issued to a User for:

(a) failure to properly maintain the grease interceptor, grease trap or oil-water separator in accordance with the provisions of this Ordinance,
(b) failure to maintain a record of pumping activities,
(c) failure to open any interior pretreatment device for inspection,
(d) failure to report cleaning logs, files, records, or allow access for inspection or monitoring activities
(e) any other failure to comply with the requirements or conditions of this Ordinance.

5.16 The NOV shall include:

(a) a violation description,
(b) number of days to correct deficiencies and/or violations,
(c) explanation of fees due because of the violation – see Section 11 for applicable Fees.

5.17 Violations, Disputes & Modifications

All sampling and monitoring after a violation of this Ordinance shall be at the violator's expense.

All non-compliance issues are to remain on record for an 18-month rolling calendar for the purpose of determining the level for the Notice of Violation. Therefore, all violations will be in effect for 18 months starting the day of initial violation. On the day after the 18th month, the violation will then be removed if all outstanding violation fees have been paid in full.

If a facility wishes to dispute a violation and/or fee it must be done in writing to the Utility via letter, email, or fax within 30 days of any notice of violation or notification of fee, whichever is later. All disputes shall be reviewed by the Board.

If a User has reasons to believe a specific limit or requirement of this Ordinance does not, or should not apply to their FOG facility, the User must submit a Modification Request Form, information supporting the Modification Request Form, and a Modification Request Form fee of fifty dollars ($50) to the Utility to be considered for review. Any modification must be approved by the Utility's FOG Committee in written form before implementation.

SECTION 6 - Industrial Wastewater Discharges

6.1 Requirement for Grease, Oil and Sand Interceptors

Such interceptors shall be provided at all industrial or commercial enterprises when, in the opinion of the Utility, they are necessary to contain grease, flammable wastes or sand and other harmful inert materials. All interceptors shall be approved by the Utility and shall be readily and easily accessible for cleaning and inspection.

6.2 Liability for Maintenance of Pretreatment and Other Equipment

Where pretreatment or flow-equalizing facilities are required or utilized for any waters or wastes, they shall be maintained continuously in satisfactory and effective operation by the user at his expense and shall at all reasonable times be open to inspection and testing by the Utility.

6.3 Pretreatment Standards

When pretreatment is necessary, the pretreated wastes must meet:

(a.) state pretreatment standards as established in 327 IAC 5-18-8.

(b.) pretreatment standards for prohibited discharges, as established in 327 IAC 5-18-2; and national categorical pretreatment standards incorporated by reference in 327 IAC 5-18-10.

6.4 Requirement for a Significant Industrial User to obtain an Industrial Waste Permit (IWP)

It shall be unlawful for any Significant Industrial User to discharge any waste stream to the Utility's Collection System or Sewage Treatment Plant without an Industrial Waste Permit (IWP) issued by the Indiana Department of Environmental Management. Any violation of the terms and/or conditions of an industrial user permit shall be deemed a violation of this Ordinance. Obtaining an IWP permit does not relieve an Industrial User of its obligation to obtain other permits required by federal, state, or local laws.

6.5 Significant Industrial Users Monitoring Program

The Utility shall implement a program of monitoring the discharge from all Significant Industrial Users

(SIU's) that discharge into the Collection System or Sewage Treatment Plant. The Utility shall:

1. Measure the volume of flow and sample and analyze the discharge from each SIU, no less than twice per calendar year, for all parameters contained in the Industrial Wastewater Pretreatment (IWP) permit issued to the SIU by the Control Authority (CA), with the exception of Total Toxic Organics (TTO), which shall be sampled and analyzed no less than once per calendar year.
2. For each parameter, including flow, utilize the sample type (e.g., 24-hour composite or grab) specified in the IWP permit issued by the Control Authority.

3. Collect samples at the sample location specified in the IWP Permit issued by the Control Authority.
4. Utilize the analytical methods contained in the IWP Permit issued by the Control Authority.
5. Sample and analyze the discharge from any Industrial User (IU), including an SIU with an IWP permit issued by the Control Authority, for any parameter, as necessary to:
   a. achieve and/or maintain compliance with the requirements of the NPDES permit; and/or
   b. determine compliance with the requirements of this Ordinance and with the Utility's Sewer Use Ordinances (SUO's).
6. Record and maintain all sampling and analytical data at the Sewage Treatment Plant.

6.6 Significant Industrial Users Inspection Protocol

The Utility shall implement a program of inspecting all SIU's in accordance with the following minimum requirements:

1. conduct inspections for each SIU, no less than once annually.
2. during each inspection conducted pursuant to item 6.5, evaluate areas including, but not limited to, the following:
   (a) pretreatment system(s).
   (b) spill reporting and response procedures.
   (c) sampling location; and
   (d) disposal of sludge and other waste streams not regulated by the IWP permit issued by the Control Authority.
3. The Utility shall inspect any Industrial User, including an SIU with an IWP permit issued by the CA, as necessary to:
   (a) achieve and/or maintain compliance with the requirements of the NPDES permit; and/or
   (b) determine compliance with the requirements of the Utility's Sewer Use Ordinances (SUO's).
4. The Utility shall, for each inspection conducted, complete a report, utilizing an inspection report form that is at least equivalent to the form that is available from the IDEM Pretreatment Group.

6.7 Recordkeeping for Significant Industrial Users

The Utility shall establish a file for each SIU that includes, but is not necessarily limited to:

1. A copy of the IWP permit issued by the Control Authority.
2. Information and data pertaining to and resulting from the sampling and analysis required pursuant to Section 6.5. Such information and data shall, for each sample or measurement taken, include, but not necessarily be limited to:
   (a) the date, exact place and time of sampling or measurement.
   (b) the name of the person(s) who performed the sampling or measurement.
   (c) the sample type utilized.

(d) the date(s) and time(s) analyses were performed.
(e) the analytical techniques or methods used; and
(f) the results of such measurements and analyses.

3. Copies of all inspection reports required pursuant to Section 6.6 and
4. Copies of all documents (including correspondence and discharge monitoring reports) relating to the SIU and/or the IWP permit issued by the CA.

6.8 Retention of Records

The Utility shall retain, at the wastewater treatment plant, all records required pursuant to Section 6.7, for a minimum of three (3) years and shall make such records available for inspection and copying by IDEM or the U.S. EPA in accordance with 327 IAC 5-16-5(d). This period of retention shall be extended during any unresolved litigation regarding the discharge of pollutants by the industrial user of the operation of the pretreatment program or when requested by IDEM or the U.S. EPA.

6.9 Right to Deny

The Utility has the right to accept or deny any new or increased discharges from any direct or indirect dischargers.

6.10 Right to Impose Fees for Pretreatment Program

If necessary, the Utility reserves the right to offset costs incurred for administering a pretreatment program.

6.11 Indirect Dischargers and Industrial Users

The Utility requires indirect and industrial users to comply with all applicable pretreatment standards and requirements.

SECTION 7 - Compliance Monitoring

7.1 Right of Entry
The Utility Engineer, Utility Director, Inspector, or other duly authorized representative of the Utility, upon reasonable notice to any person who is owner, tenant, or occupant of any real estate, is empowered to enter upon presentation of proper credentials all premises for the purposes of inspection, observation, measuring, sampling, and testing water, sewage and industrial waste.

7.2 Submission of Time Schedule
When the Utility finds that any violation of this Ordinance has occurred, the Utility may require the user to submit for approval a detailed time schedule of specific actions, acceptable to the Board, which the users shall take to prevent or correct a violation of requirements.

SECTION 8 - Administrative Enforcement Remedies

8.1 Administrative Enforcement Remedies
The Utility Director shall have the legal authority to issue Notice of Violations, Cease and Desist orders, establish Time Schedules (Compliance Schedules), as outlined in the Enforcement Response Plan.

8.2 Confidential Information
Any confidentiality request must be asserted at the time of submission of the information or data. When requested and demonstrated by the user furnishing a report that the information should be held confidential, the portions of a report that might disclose trade secrets or secret processes must not be made available for inspection by the public but must be made available immediately upon request to governmental agencies for uses related to the NPDES program or pretreatment program, and in enforcement proceedings involving the person furnishing the report. Wastewater constituents and characteristics and other effluent data will not be recognized as confidential information and will be made available to the public without restriction.

8.3 Entry for Inspections
In order to execute inspections and otherwise determine compliance with the Utility's ordinances, the Utility Engineer, Utility Director or his duly authorized representative shall have the right to enter any house, building, or property that is connected to the public sanitary sewer of the Utility for the purpose of performing his/their duties. No entry shall be made unless prior notice of the need to inspect is provided to the owner of the said house, building, or property. If the Utility Engineer, Utility Director, or his duly authorized representative have been refused access to any house, building, property, or any part thereof, then the Utility may, as provided in Indiana Code 13-26-5-4(d), make application to any judge of the county in which the property in question is located for the issuance of an order compelling the property owner or occupant to permit entry for the purposes stated therein. Any

such application shall identify specifically the premises upon which entry is sought and the purpose for which entry is desired.

8.4 Administrative Orders (AO)

An Administrative Order is notification to the Industrial User to undertake or to cease specified activities by a specified deadline. It is the first formal response to significant noncompliance (unless factors necessitate escalated enforcement actions). It may contain administrative fines, consent orders, compliance orders, show cause hearings, termination of service. In addition, it specifies the name of the parties involved, statement of the facts, the requirement to ensure compliance and the enforcement associated with any future non-compliance. The different types of Administrative Orders are Consent Orders, Show Cause Hearings, Compliance Orders, Emergency Suspensions, Termination of Service Orders.

8.5 Consent Orders

The Utility may enter into an agreement through a Consent Order with an Industrial User responsible for noncompliance. The Order shall include specific actions to be taken by the Industrial User to correct the noncompliance within a time specified by the document.

8.6 Show Cause Hearings

The Utility's POTW staff may meet to discuss the cause and effect of any violation, as well as the enforcement action to be taken against an Industrial User. The Industrial User may present its case as to why the violation occurred and why further enforcement should not be applied. Corrective actions to be undertaken by the Industrial User may also be a part of this meeting.

8.7 Compliance Orders

The Utility may issue and establish a Compliance Order for an Industrial User. A Compliance Order is a formal time and management schedule contained in an Enforcement Order, established for the non-compliant Industrial User to achieve compliance. It is established for existing Industrial Users to meet the categorical pretreatment standards or local standards. It contains increments of progress in the form of dates for the commencement and completion of major events leading to compliance. In addition, all compliance orders shall contain the following:

1. Monitoring requirements with the location for monitoring.
2. How the data will be used for evaluating compliance.
3. Enforcement associated with non-compliance.
4. Closure date after which Industrial User will be considered either non-compliant with the established compliance order or evaluated for compliance.

8.8 Issuance of Cease-and-Desist Orders

When the Utility finds that a discharge of wastewater has been taking place or is likely to take place in violation of this Ordinance, or reasonably appears to present an imminent endangerment to the health and welfare of the public, the environment,

and/or which threatens to interfere with the operation of the POTW, the Utility, or Utility Director, may issue a “Cease and Desist” Order to halt or prevent any discharges of pollutants to the POTW. This Order may or may not include timetables or corrective actions.

8.9 Termination of Service

The Utility Director or the Board may terminate an Industrial User’s privilege to discharge non-domestic wastewater into the Utility’s sewer system if an Industrial User presents imminent endangerment to the health or welfare of persons, or the environment; or threatens to interfere with the POTW’s operations; or as an escalating enforcement action to a significant violation when a noncompliant Industrial User fails to respond adequately to previous enforcement actions. Termination of service may be accomplished by physical severance of the Industrial User’s connection to the collection system, issuance of an Administrative Order (Cease and Desist Order) which compels the Industrial User to immediately terminate its discharge, or through a court ruling.

8.10 Emergency Suspension

The Utility Director or the Board may immediately suspend a User's discharge, after informal notice to the user, whenever suspension is necessary to stop an actual or threatened discharge that reasonably appears to present or cause an imminent or substantial endangerment to the health or welfare of persons. After notice to the User and their opportunity to respond, the Utility Director may immediately suspend a User's discharge which threatens to interfere with the operation of the POTW or presents an endangerment to the environment. Any User notified of a suspension of its discharge shall immediately stop or eliminate its contribution. In the event of a User's failure to immediately comply voluntarily with the suspension order, the Utility Director may take any steps necessary, including immediate severance of the sewer connection to prevent or minimize damage to the POTW, its receiving stream, or endangerment to any individuals. The Utility Director may allow the User to recommence its discharge when the User has demonstrated to the satisfaction of the Utility Director that the period of endangerment has passed.

8.11 Cost Recovery

The Utility may recover costs from an Industrial User for expenses incurred as the result of the Industrial User’s non-compliance. Costs may include items such as labor, mileage, laboratory, the repair and or the replacement of damaged sewer system parts, professional services, and any other related expenditure by the Utility.

8.12 Administrative Appeals

Any User affected by any decision, action or determination including Cease and Desist Orders, action of the Utility Director, interpreting or implementing the provisions of this Ordinance, any permit issued herein, or any action, decision or regulation of the Board adopted pursuant hereto, may file with the Board a written request for review and reconsideration within ten (10) days of such a decision, action or determination, setting forth in detail the facts supporting the User’s request for reconsideration.

The appeal shall be heard by the Board at its next regularly scheduled meeting. The Utility Director's decision, action, or determination shall remain in effect during such period of reconsideration.

8.13 Enforcement Response Plan and Guide

The Utility may develop an Enforcement Response Plan and an Enforcement Response Guide in order to meet future IDEM requirements. Such plan and guide will contain other provisions, restrictions and requirements which shall be in effect upon passage.

8.14 Referral to EPA or the State (IDEM).

The Utility may refer violations to the State or EPA for criminal prosecution. Circumstances that may trigger EPA or State referrals include, but are not limited to, evidence or willfulness, evidence of negligence, and/or bad faith shown by the User. Referral to EPA or the State (IDEM) shall not be a bar against, or a prerequisite for, taking any other action against the User.

SECTION 9 - Judicial Enforcement Remedies

9.1 Injunction

When the Utility finds that a discharge of wastewater is in violation of any part of this Ordinance, or otherwise causes or threatens to cause a condition of pollution or nuisance, the Board, on behalf of the
Utility may petition a court for the issuance of a preliminary or permanent injunction or both in restraining the continuance of such a discharge.

9.2 General Fees; Continuing Violations

The commission of any act prohibited by this Ordinance or by lawful order of the Utility Director or lawful order or regulation of the Board, or the failure to perform any lawful order of the Utility Director or lawful order or regulation of the Board shall be a violation of this Ordinance. Except as otherwise provided in Section 11, the rate or charge for violation shall be a fee of no more than one thousand dollars ($1,000). In the case of discharges into the sewerage system in violation of this Ordinance, any valid order, or regulation of the Board; each day of violation constitutes a separate offense.

SECTION 10-Reporting Requirements

10.1 Accidental Discharges

A User shall notify the Utility Director immediately upon accidentally discharging chemicals, corrosive substances, or anything deleterious to the sewerage system or treatment process, or wastewaters in violation of this Ordinance, to enable countermeasures to be taken by the Utility to minimize damage to the sewerage system, treatment processes and the receiving steam.

This notification shall be followed within seven (7) days of the date of occurrence by a detailed written report, signed by the user, describing the causes of the accidental discharge and the measures being taken to prevent future similar occurrence.

10.2 Changes to the Property

The owner of the building shall notify the Utility, in writing, of changes regarding the facility's occupant, building usage, and/or new construction within thirty (30) days of the date the change takes place.

10.3 Falsifying of Information

A person shall not knowingly make or submit to the Utility a false statement, representation, record, report, plan, or other document required to be filed hereunder or under a duly adopted regulation of the Board, or voluntarily filed with the intent that the Utility rely thereon, or falsify, tamper with, or knowingly render inaccurate any monitoring, testing, measuring or timing device required or installed under these regulations. A person shall not during any monitoring or surveillance period, alter industrial processes or other activities for the purpose of rendering samples drawn or measurements taken during said monitoring or surveillance unrepresentative or uncharacteristic of normal operations, flows or concentrations or pollutants.

SECTION 11 - Fees

All Notices of Violation and Fees are to remain on record for an 18-month rolling calendar for the purpose of determining the level for the Notice of Violation. Therefore, all violations will be in effect for 18 months starting the day of initial violation. On the day after the 18th month, the violation will then be removed if all outstanding violation fees have been paid in full and no further violations of the same type have occurred.

11.1 No FOG Pretreatment Device at a FOG Facility:

Violation	NOV issued and 30 days to install a pretreatment device. No Fee.
Failure to Install	2nd NOV with a **$500** fee with an additional 15 days to install the pretreatment device.
Failure to install after additional 15-day deadline	3rd NOV with a **$1,000** fee and a **$100** fee per day of violation starting the day after the 15th day additional deadline ends.

11.2 Violation of Cleaning Schedule for Grease Traps, Interceptors, or Oil-ate Separators:

1st Violation	NOV with a $100 fee and 24 hours to clean the device
2nd Violation	NOV with a $200 fee and 24 hours to clean the device
3rd Violation	NOV with a $400 fee and 24 hours to clean the device
4th Violation	NOV and Board review for enforcement

11.3 Violation for Exceeding the Utility's Specified Capacity Limits for the Interceptor or Oil Water Separator:

1st Violation
NOV with a **$200** fee and 5 business days to clean the device

Failure to clean the device within 5 business days:
NOV with a **$500** fee and 5 additional business days to clean the device

Failure to clean the device after the second 5-day deadline:
NOV with an additional **$500** fee and **$100** fee per day of noncompliance

2nd Violation
NOV with a **$400** fee and 5 business days to clean the device

Failure to clean the device within 5 business days:
NOV with a **$500** fee and a **$100** fee per day starting the day after the additional 5 days of noncompliance

3rd Violation
NOV with a **$1,000** fee and 5 business days to clean the device
Failure to clean the device within 5 business days:
NOV with a **$500** fee and a **$100** fee per day starting the day after the additional 5 days of noncompliance

4th Violation
NOV and Board review for enforcement

11.4 Violation for Exceeding the Utility's Specified Capacity Limits for Pretreatment Device Capacity of the Interior Grease Trap:

1st Violation
NOV with a **$200** fee and 24 hours to clean the device

Failure to clean the device within 24 hours:
NOV with a **$500** fee and additional 24 hours to clean the device

Failure to clean the device after 48 hours:
NOV with an additional **$1000** fee and **$100** fee per day of noncompliance

2nd Violation
NOV with a **$400** fee and 24 hours to clean the device

Failure to clean the device within 24 hours:
NOV with a **$500** fee and a **$100** fee per day of noncompliance

3rd Violation
NOV with a **$1,000** fee and 24 hours to clean the device

Failure to clean the device within 24 hours:
NOV with a **$1000** fee and a **$100** fee per day of noncompliance

4th Violation
NOV and Board review for enforcement

11.5 Failure to Report an Accidental FOG Discharge:

NOV with a **$100** fee per day from the date of discharge.

11.6 Samples Determined to be Over the Limit of FOG Discharge:

1st Violation	NOV with a **$200** fee and 48 hours to clean the device.
2nd Violation	NOV with a **$400** fee and 48 hours to clean the device.
3rd Violation	NOV with a **$1,000** fee and 48 hours to clean the device.
4th Violation	NOV and Board review for enforcement.

11.7 Failure to Maintain or Falsifying Cleaning Logs, Files or Other Records:

1st Violation	NOV with a **$100** fee
2nd Violation	NOV with a **$200** fee
3rd Violation	NOV with a **$400** fee
4th Violation	NOV and Board review for enforcement.

11.8 Failure to Provide Reports to the Utility:

Violation	NOV and 48 hours to submit the report.
Failure to provide the report within 48 hours.	NOV with a **$100** fee and an additional 48 hours to submit the report.
Failure to submit the report within the additional 48 hours	NOV with a **$200** fee and a **$100** fee per day of noncompliance.

11.9 Refusal to Open Pretreatment Device or Allow Entry for Inspection:

1st Violation	NOV with a **$500** fee
2nd Violation	NOV with a **$1,000** fee
3rd Violation	NOV and Board review for enforcement.

11.10 FOG Modification Fee:

The Modification Request Form fee is fifty dollars ($50)

11.11 Inflow and Infiltration Fees:

1. Initial inflow and infiltration inspection - No charge.
2. Re-inspection, if necessary - $100.00. Such charge(s) are due and payable upon invoice.

3. For all customers, a $20 per month sewer surcharge shall be imposed beginning thirty (30) days after the sale of the property if the I/I certification of compliance is not on file with the Utility, thirty (30) days after the documented deadline for the completion of inspection or thirty (30) days following notice of scheduled inspection, whichever is sooner.
4. Non- Compliance – A $20 per month surcharge, in addition to all other fees or charges levied by the Board of Trustees, for failure to schedule an inspection, failure to make repairs to come into compliance.

11.12 Industrial Users Limits Violation Fees

For violations of limitations set forth in Section 4.2 of this Ordinance, the Utility has the legal authority to impose a fine of at least $1,000 per day, per violation, in accordance with 40 CFR 403.8(f)(1)(vi)(A), but no more than $2,500 per day, per violation for a first violation and no more than $7,500 per day, per violation for subsequent violations.

SECTION 12 - Miscellaneous Provisions

12.1 Special Agreements
Special agreements and arrangements between the Board and any person within the Utility's territory may be established by the Board within the terms and intent of this Ordinance when, in the opinion of the Board, unusual or extraordinary circumstances compel special terms and conditions whereby an unusual wastewater may be accepted for treatment, subject to payment of applicable fees.

12.2 Effective Date
The provisions of this Ordinance shall be in full force and in effect forthwith upon its passage and signing by the Board of Trustees.

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

12.4 Plans and Specifications
All construction shall be designed and constructed in accordance to Utility details, specifications and Utility approved plans.

12.5 Testing & Certification
All sewers shall be properly tested for infiltration in accordance with the procedure required by current state and/or Utility standards (whichever are more stringent). When construction is completed, the Design Engineer shall certify to the Board that the Facilities have been constructed in accordance with the Plans & Specifications and have passed the appropriate Infiltration/Exfiltration/Deflection Tests.

12.6 Inspection & Inspection Fee
All new Facilities shall be inspected by the Utility's Inspector during construction of the Facilities to insure conformance to the Plans and Specifications and an acceptable system. This Inspection must include presence of the Inspector when the Infiltration Test is performed so he can attest to proper performance of the test. At least 48 hours' notice of commencement of testing is required.

A fee shall be assessed to cover the cost of review of Plans and Specifications and inspection of the new Facilities. Such charge is due and payable at the time the Plans and Specifications are submitted for review. Current fees for this service are outlined in the Utility's rate ordinance.

12.7 Utility Details and Specifications
All plans and construction shall be in compliance with the Utility's sanitary sewer details and specifications.

SECTION 13 - SPECIFIC DEFINITIONS

13.1 ACT or **THE ACT.** The Federal Water Pollution Control Act, also known as the Clean Water Act, as amended, 33 USC 1251 et seq.

13.2 ADMINISTRATIVE ORDER (AO). Is a notification to the Industrial User to undertake or to cease specified activities by a specified deadline. It is the first formal response to significant noncompliance (unless factors necessitate escalated enforcement actions). It may contain administrative fines, consent orders, compliance orders, show cause hearings, termination of service. In addition, it specifies the name of the parties involved, statement of the facts, the requirement to ensure compliance and the enforcement associated with any future non-compliance. The different types of Administrative Orders are Consent Orders, Show Cause Hearing, Compliance Orders, Emergency Suspensions, Termination of Service Orders.

13.3 AMMONIA-NITROGEN. Dissolved ammonia including $NH_{3(aq)}$ **and** $NH_{4+,}$ usually expressed as NH3-N.

13.4 BENEFICIAL USES. These include, but are not limited to, domestic, municipal, agricultural, and industrial use, power generation, recreation, aesthetic enjoyment, navigation, and the preservation and enhancement of fish, wildlife and other aquatic resources or reserves, and other uses, tangible or intangible, as specified by state or federal law.

13.5 BOARD. The Board of Trustees of the TRICO REGIONAL SEWER UTILITY. It is the governing body of the Utility.

13.6 BIOCHEMICAL OXYGEN DEMAND. (BOD) of sewage, sewage effluent, polluted waters or industrial wastes shall mean the quantity of dissolved oxygen in milligrams per liter required during stabilization of the decomposable organic matter by aerobic biochemical action under standard laboratory procedures for five (5) days at 20 degrees Celsius. The value of the 5-day test for Biochemical Oxygen Demand, as described in the latest edition of “Standard Methods for the Examination of Water and Wastewater.”

13.7 CATEGORICAL STANDARDS. National Categorical Pretreatment Standards or Pretreatment Standards.

13.8 CHEMICAL OXYGEN DEMAND. (COD) of sewage, sewage effluent, polluted waters or industrial wastes is a measure of the oxygen equivalent of that portion of the organic matter in a sample that is susceptible to oxidation by a strong chemical oxidant. The value of the test for Chemical Oxygen Demand, as described in the latest edition of “Standard Methods for the Examination of Water and Wastewater.”

13.9 COMPATIBLE POLLUTANTS. Wastewater having or containing, (a) measurable

biochemical oxygen demand, (b) suspended solids, (c) pH, (d) fecal coliform bacteria, or (e) additional pollutants identified or defined in the National Pollutant Discharge Elimination System (NPDES) Permit for the treatment plant that was designed to treat the pollutants.

13.10 COMPLIANCE ORDERS. These types of orders establish formal time and management schedules in an enforcement order, for non-compliant Industrial Users to achieve compliance. It is established for existing Industrial Users to meet the categorical pretreatment standards or local standards. It contains increments of progress in the form of dates for the commencement and completion of major events leading to compliance.

13.11 CONSENT ORDER. A formal agreement established between the Utility and an Industrial User responsible for noncompliance. Such documents shall include specific actions to be taken by the Industrial User to correct the noncompliance within a time specified by the document.

13.12 CONSTITUENTS AND CHARACTERISTICS. The chemical, physical, bacteriological, and radiological properties, including volume, flow rate and such other properties which serve to define, classify or measure the contents, quality, quantity and strength of wastewater.

13.13 CONTROL AUTHORITY (CA). Unless otherwise stated directly, means the Commissioner of the Indiana Department of Environmental Management.

13.14 COST RECOVERY. Costs such as labor, mileage, laboratory, the repair and or the replacement of damaged sewer system parts, professional services and any other related expenditure by the Utility that are incurred as a result of an Industrial User's non-compliance.

13.15 DIRECT DISCHARGE. The discharge of treated or untreated wastewater directly to the Waters of the State.

13.16 DISSOLVED SOLIDS. Those solids in water that are in a solution.

13.17 UTILITY. The municipal corporation established by order of IDEM dated June 3, 1975 to provide sewer service under the name TRICO REGIONAL SEWER UTILITY.

13.18 DOMESTIC DISCHARGER. A User that discharges wastewater to the sewerage system that originates from predominately, the human metabolism and household activities.

13.19 EFFLUENT. The water, together with any wastes, that may be present flowing out of a drain, sewer, receptacle or outlet.

13.20 ENVIRONMENTAL PROTECTION AGENCY or **EPA** or **USEPA.** The United States Environmental Protection Agency.

13.21 FECAL COLIFORM BACTERIA. Any of a number of organisms common to the intestinal tract of man and animals, whose presence in sanitary sewage is an indicator of pollution.

13.22 FLOATABLE FOG. Oil, fat or grease in a physical state, such that it will separate by gravity from wastewater by treatment in a pretreatment facility approved by the Utility.

13.23 FOG. (All Fats, Oils and Grease, Petroleum Products and By-Products.) Fats, Oils and Grease as found in food service facilities include but are not limited to, any substance such as vegetable or animal product that is used in, or is a by-product of, the cooking or food preparation process, and that turns or may turn viscous or solidifies with a change in temperature or other conditions. Petroleum, Oils and Grease as found in auto service facilities include but are not limited to any substance such as petroleum oil, non-biodegradable cutting oil or products of mineral oil origin that is used in, or is a by-product of, an automotive process. These substances are detectable and measurable using analytical test procedures established in 40 CFR 136, as may be amended from time to time.

13.24 FOG Committee. Utility Engineer, Plant Superintendent and Pretreatment Coordinator.

13.25 FOG Facility. Any non-domestic User or combination of Users that generates FOG.

13.26 FOG Management Program. The program as set forth in this Ordinance.

13.27 FOG Pretreatment Device. Includes oil-water separators, grease traps, grease interceptors.

13.28 GARBAGE. Solid wastes from the domestic and commercial preparation, cooking and dispensing of food, and from the handling, storage, and sale of produce.

13.29 GREASE INTERCEPTOR. An outdoor, watertight receptacle utilized to intercept, collect, and restrict the passage of grease and food particles into the POTW to which the receptacle is directly or indirectly connected, and to separate and retain grease and food particles from the wastewater discharged by a facility. An interceptor shall have a capacity of at least 1,000 gallons to serve one or more fixtures and shall be located outside the building.

13.30 GREASE TRAP. An indoor, watertight receptacle utilized to intercept, collect, and restrict the passage of grease and food particles into the POTW to which the receptacle is directly or indirectly connected, and to separate and retain grease and food particles from the wastewater discharged by a facility. A maximum of four (4) fixtures shall be connected to a grease trap.

13.31 INCOMPATIBLE POLLUTANTS. Any pollutants not classified as compatible pollutants.

13.32 INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT or IDEM. The state agency that is responsible for administering environmental programs in the State of Indiana.

13.33 INDIRECT DISCHARGER. A non-domestic discharger introducing pollutants into a POTW, regardless of whether the discharge is physically within or without the territory of the Utility.

13.34 INDUSTRIAL USER. This term refers to any user including an indirect discharger and does not apply to any User who contributes only domestic wastewater that originates from the human metabolism and household activities.

13.35 INDUSTRIAL WASTES. Any solid, liquid, or gaseous substance or form of energy discharged, permitted to flow into or enter the sewerage system or ground from an industrial, manufacturing, commercial or business process or from the development, recovery or processing of any natural resources carried on by any person and shall further mean any waste from an industrial user, but not including sanitary sewage or storm water.

13.36 INFILTRATION. The water other than wastewater that enters the sewerage system directly or via private sewers, building drains and building sewers connected therewith, from the ground, through such means as, but not limited to, defective pipe joints, connections, or manhole walls.

13.37 INFLOW. Water other than wastewater that enters the sewerage system from sources including but not limited to, cellars, yard areas, foundation drains, sump pumps, drains from springs and swampy areas, manhole areas, cross connections between storm and sanitary sewers, catch basins, cooling towers, storm water, surface runoff, street water or drainage.

13.38 INSPECTOR. A person authorized by the Board or the Utility Director to perform inspection duties assigned to him by either the Board or Utility Director.

13.39 INTERFERENCE. A discharge that, alone or in conjunction with a discharge or discharges from other sources, does one (1) of the following:

1. Inhibits or disrupts the POTW, its treatment processes or operations, its sludge processes, or its selected sludge use or disposal methods.

2. Causes a violation of any requirement of the POTW's NPDES permit, including an increase in the magnitude or duration of a violation.

3. Prevents the use of the POTW's sewage sludge or its sludge disposal method selected in compliance with the following statutory provisions, regulations, or

permits issued thereunder or more stringent state or local regulations:

a. Section 405 of the Clean Water Act (33 U.S.C. 1345).
b. The Solid Waste Disposal Act (SWDA) (42 U.S.C. 6901), including:
   i Title II, more commonly referred to as the Resource Conservation and Recovery Act (RCRA); and
   ii the rules contained in any state sludge management plan prepared pursuant to Subtitle D of the SWDA (42 U.S.C. 6941).
c. The Clean Air Act (42 U.S.C. 7401).
d. The Toxic Substances Control Act (15 U.S.C. 2601).

13.40 LATERAL SEWER. The extension from the building or dwelling drain to the sewerage system or other place of disposal.

13.41 MAY. May means that the act referred to is both permissible and approved, but not required.

13.42 MEDICAL WASTE. Isolation wastes, infectious agents, human blood and blood products, pathological wastes, sharps, body parts, contaminated bedding, surgical wastes, potentially contaminated laboratory wastes, and dialysis wastes.

13.43 MODIFICATION REQUEST FORM. A form provided by the Utility for the User to complete in order to be considered for a FOG modification.

13.44 NATIONAL CATEGORICAL PRETREATMENT STANDARDS or **PRETREATMENT STANDARDS.** Any regulation containing pollutant discharge limits promulgated by the EPA in accordance with § 307(b) and (c) of the Act (33 USC 1347), which applies to a specific category of industrial users.

13.45 NATIONAL POLLUTION DISCHARGE ELIMINATION SYSTEM PERMIT or **NPDES PERMIT.** A permit issued under the National Pollutant Discharge Elimination System for discharge of wastewaters to the Waters of the United States pursuant to § 402 of the Act (33 USC 1342), or Pub. L. 92-500.

13.46 NON-DOMESTIC DISCHARGER. A User that discharges wastewater to the sewerage system that does not originate strictly from the human metabolism and household activities.

13.47 NON-COMPLIANCE. A violation or failure to comply with this Ordinance.

13.48 NOTICE OF VIOLATION (NOV). A written document provided to the User describing any violation or failure of compliance to this Ordinance.

13.49 NUISANCE. Any substance that is injurious to health or offensive to the senses or an obstruction to the free use of property so as to interfere with the comfort or enjoyment of life or property.

13.50 OIL-WATER SEPARATOR. A device which utilizes the difference in density between oil, petroleum products or chemical products, and water for removal.

13.51 pH. The measure of the relative acidity or alkalinity of water and is defined as the negative logarithm (base 10) of the hydrogen ion concentration.

13.52 PASS THROUGH. A discharge proceeding through a POTW into Waters of the State in quantities or concentrations that, alone or in conjunction with a discharge or discharges from other sources, are a cause of a violation of any requirement of the POTW's NPDES permit, including an increase in the magnitude or duration of a violation.

13.53 PERSON. Any individual, firm, company, association, society, corporation, group, or other entity.

13.54 POLLUTION. An alteration of the quality of water by waste, contaminants or pollutants to a degree which renders such water unfit for beneficial use.

13.55 PRETREATMENT STANDARDS. (a.) state pretreatment standards as established in 327 IAC 5-18-8; (b.) pretreatment standards for prohibited discharges, as established in 327 IAC 5-18-2; and (c.) National Categorical Pretreatment Standards incorporated by reference in 327 IAC 5-18-10.

13.56 PUBLICLY OWNED TREATMENT WORKS (POTW). A treatment works owned by the State, a municipality, or a regional sewer Utility, except that it does not include pipes, sewers or other conveyances not connected to a facility providing treatment. The term includes any devices and systems used in the storage, treatment, recycling and reclamation of municipal sewage or compatible industrial wastes. The term also includes sewers, pipes and other conveyances only if they convey wastewater to a POTW treatment plant. "POTW" also means the municipality or regional sewer Utility that has jurisdiction over the indirect discharges to and the discharges from such treatment works.

13.57 PUBLIC SEWER. A sewer owned by the Utility. These definitions are part of the public sewer:

1. Collector sewer shall mean a sewer whose primary purpose is to collect wastewaters from individual point source discharges.
2. Interceptor sewer shall mean a sewer whose primary purpose is to transport wastewater from collector sewers to a treatment facility.
3. Force main shall mean a pipe in which wastewater is carried under pressure.
4. Pumping station shall mean a station positioned in the public sewer system at which wastewater is pumped to a higher level.

13.58 RECEIVING STREAM. The waterbody or waterbodies identified by the Indiana Department of Environmental Management as the receptor for a wastewater discharge.

13.59 SANITARY SEWAGE. Sewage such as, and having the characteristics of,

domestic sewage from dwellings (including apartment houses and hotels), office buildings, factories, industry, or institutions, free from storm and surface water and industrial wastes.

13.60 SANITARY SEWER. A sewer intended to carry only sanitary or sanitary and industrial waste waters from residences, commercial buildings, industrial plants and institutions.

13.61 SETTLED SOLIDS. Particles of debris and fine matter heavy enough to settle out of wastewater. These particles of debris and fine matter can be a collection of hard materials including but not limited to dirt, ground stone, debris from sandblasting or other such grinding, swarf from metalworking, edible and inedible particles of food, disposable diapers, dental floss, sanitary napkins, prophylactics, rags and any other solid substances.

13.62 SEWER. A pipe or conduit laid for carrying sanitary sewage or other liquids, and solids suspended or entrained therein.

13.63 SEWERAGE SYSTEM. The network of publicly owned sewers and appurtenances used for collection, transporting, and pumping wastewater to the wastewater treatment plant (5) that serves the Utility.

13.64 SHALL. The act referred to is mandatory.

13.65 SHOW CAUSE HEARING. is when an Industrial User and the Utility POTW staff meet to discuss the cause and effect of the violation, as well as the enforcement action to be taken against the Industrial User. The Industrial User may present its case as to why the violation occurred and why further enforcement should not be applied. Corrective actions to be undertaken by the Industrial User can also be a part of this meeting.

13.66 SIGNIFICANT INDUSTRIAL USER or SIU. Means the following:

1. Industrial Users subject to categorical pretreatment standards under 327 IAC 5-18-10,
2. An Industrial User that:
    a. discharges an average of twenty-five thousand (25,000) gallons per day or more of process wastewater (excluding sanitary, noncontact cooling and boiler blowdown wastewater) to the POTW;
    b. contributes a process waste stream that makes up five percent (5%) or more of the average dry weather hydraulic or organic capacity of the POTW treatment plant; or
    c. is designated as a Significant Industrial User by the Control Authority or Utility on the basis that the industrial user has a reasonable potential to: (A.) adversely affect the POTW's operation; (B.) violate a pretreatment standard; or (C.) violate a requirement of 327 IAC 5-19-3.
3. The Control Authority may, on its own initiative or in response to a petition received from an Industrial User or a POTW and in accordance with 327 IAC 5-19-3(6), determine that an Industrial User is not a Significant User if it does not meet (b.3) criteria listed above.

13.67 SLUG. Any discharge of water or wastewater which, in concentration of any given constituent or in quantity of flow, exceeds, for any period of duration longer than ten (10) minutes, more than three (3) times the average twenty-four-hour (24-hour) concentration of flows during normal operation, and adversely affects the POTW.

13.68 STANDARD INDUSTRIAL CLASSIFICATION or **SIC.** A United States government system for classifying industries by a four-digit code.

13.69 STANDARD METHODS. The laboratory procedures set forth in the latest edition, at the time of analysis, of Standard Methods for the Examination of Water and Wastewater, prepared and published jointly by the American Public Health Association, the American Water Works Association, and the Water Environment Federation.

13.70 STATE. The State of Indiana.

13.71 STORM SEWER. A sewer intended to carry only storm waters, surface runoff, street wash waters and drainage.

13.72 STORM WATER. Water resulting from rain, melting or melted snow, hail, or sleet.

13.73 TERMINATION OF SERVICE. To revoke an Industrial User's privilege to discharge non-domestic wastewater into the Utility's sewer system.

13.74 SUSPENDED SOLIDS. Solids which either float on the surface of or are in suspension in water, sewage, or other liquid and which are removable by laboratory filtration. Their concentration shall be expressed in milligrams per liter. Quantitative determinations shall be made in accordance with procedures set forth in Standard Methods.

13.75 TOTAL SUSPENDED SOLIDS. (TSS) The value of the test for Total Suspended Solids, as described in the latest edition of Standard Methods for the Examination of Water & Wastewater.

13.76 TOXIC AMOUNT. Concentrations of any pollutant or combination of pollutants which, upon exposure to or assimilation into any organism, will cause adverse effects such as cancer, genetic mutations and physiological manifestations, as defined in standards issued pursuant to § 307(a) of the Act, 33 USC 1317(a).

13.77 TOXIC POLLUTANT. Any pollutant or combination of pollutants listed as toxic in regulations promulgated by the Administrator of the EPA under the provisions of § 307(a) of the Act, 33 USC 1317(a), or that has a deleterious impact on the operation of the POTW.

13.78 UNPOLLUTED WATER. Water of quality equal to or better than the effluent IDEM criteria in effect, or water that would not cause violation of receiving water quality standards

and would not be benefitted by discharge to the sanitary sewers and wastewater treatment facilities provided.

13.79 USER. A person, including both the Owner and Occupant of real estate who introduces into or discharges into the sewerage system, any substance whatever.

13.80 UTILITY DIRECTOR. An individual appointed by the Utility to have management control and authority over operations of the Utility. The term can also refer to any individual designated to perform duties on behalf of the Utility Director as his authorized deputy, agent or representative.

13.81 WASTE. Sanitary sewage and all other waste substances, liquid, solid, gaseous, or radio-active, associated with human habitation, or of human or animal origin, or from any producing, processing, manufacturing, or industrial operation of whatever nature, including such waste placed within containers of whatever nature prior to, and for purposes of, disposal.

13.82 WASTEWATER. The water-carried waste from residences, business buildings, institutions, and industrial establishments, singular or in any combination, together with such ground, surface and storm waters as may be present.

13.83 WASTEWATER TREATMENT PLANT (WWTP). Any arrangement of devices and structures used by the Utility for treatment and disposing of sewage, sludge, and other sewage constituents and products. Same as a POTW.

13.84 WATERS OF THE STATE. All streams, lakes, ponds, marshes, watercourses, waterways, wells, springs, reservoirs, aquifers, irrigation systems, drainage systems and all other bodies or accumulations of water, surface or underground, natural, or artificial, public or private, which are contained within, flow through, or border upon the State or any portion thereof.

BOARD OF TRUSTEE MEETING

Monday, May 10, 2021 6:00 p.m.
Memorandum

Mr. Mills called the meeting to Order at 6:03 p.m.

ROLL CALL
Present: President Carl Mills, Vice President Steve Pitman, Treasurer Jane Merrill, Secretary Michael McDonald, members, Amanda Foley, Jeff Kimbell, Eric Hand, and Chuck Ryerson. Others in attendance were Utility Director Andrew Williams, Legal Counsel Scott Wyatt, Engineering Manager Wes Merkle, Controller Cindy Sheeks, Plant Superintendent Scot Watkins, and Administrative Assistant Maggie Crediford.

PUBLIC COMMENT
There was no one present from the public.

APPROVAL OF MEETING MEMORANDUM
Mr. Pittman made a motion to approve the April 12, 2021 Board meeting memorandum. Mr. McDonald seconded the motion, and it was unanimously approved.

APPROVAL OF CLAIMS DOCKET
Ms. Sheeks said it was a good month. One item of note was to Barth Electric on page two in the amount of $187,000 to replace the generator at Lift Station 1 which was damaged by a falling tree. Ms. Merrill made a motion to approve the Claims Docket. Mr. McDonald seconded the motion, and it was unanimously approved.
Mr. McDonald asked if the Utility has received reimbursement from the insurance company for the generator. Mr. Williams said they will reimburse the Utility when all the claims are finalized. Mr. Merkle said when he has the total cost of the project staff will file for reimbursement.

ATTORNEY'S REPORT
Mr. Wyatt had nothing to report.

UTILITY DIRECTOR'S REPORT
Mr. Williams said he has been contacted by a consultant regarding an expansion opportunity. He will be following up with the consultant and will update the Board if the opportunity develops into a request for service. Staff will be participating in DiSC training on Friday, May 14, 2021. Two summer interns have been hired one is an Environmental Science major at Indiana University and will be assisting Mr. Roudebush in the lab.
Mr. Williams said there was an overflow at the plant. He was working on Sunday, April 25 and noticed moisture on the drive, after investigating the source he saw the overflow. Staff and contractors came to the site. Before the excavation began, the leak stopped. Excavation did proceed to locate the source of the leak. Crews were onsite until around midnight and were unable to relocate the source of the prior leak. The next morning when they returned it was discovered a rag had lodged itself into the cracked pipe and stopped the leak. The leak was in a section the old force main stub. This stub was removed and the force main patched.

Mr. Hill arrived at 6:05 p.m.

COMMITTEE REPORTS

Budget & Finance Committee
Ms. Merrill said the Budget and Finance Committee met twice to review the need for user rate and EDU (development fees) fee increases. It was determined that a user rate increase is not needed at this time, but the Committee is recommending a five percent increase in EDU fees to take effect July 1, 2021.

First Reading of User Rate Ordinance 5-10-21-R
Mr. Mills gave the first reading of User Rate Ordinance 5-10-21-R. Ordinance establishing a Utility wide schedule of monthly user rates, late fees, connection fees, interceptor fees, application fees, reinspection fees and charges to be collected from owners of property served by the sewage works of the Utility and matters connected there with replacing Ordinance No. 05-11-2020.

Ms. Merrill made a motion for staff to publish the public notice for the second reading and public hearing for User Rate Ordinance 5-10-21-R to be held on June 14, 2021. Mr. McDonald Seconded the motion and it was unanimously approved.

Mr. Wyatt said there is one other issue that needed to be addressed before voting. There was a memorandum regarding Section 6 of the ordinance with a proposed change. Mr. Williams said the proposed revision to Section 6 involves defining the Utility wide connection fee. Mr. Merkle reworded the document, and it was approved by Mrs. Poindexter. The change should alleviate confusion on how EDU's are calculated. TriCo follows state standards on how water usage is calculated. Wherever possible the Utility uses Indiana State Code 327 IAC 3-6-11 to determine estimated average daily flow and the proposed use of the real estate to be served. The minimum connection fee per parcels is one EDU. This change will allow the Utility to address BOD Biological Oxygen Demand loading on the system as well.

The motion and second were rescinded. Mr. Ryerson asked that abbreviations used in the ordinance have definitions with them for clarification purposes.

Ms. Merrill made a motion to have the staff publish the public notice for the second reading and public hearing for User Rate Ordinance 5-10-21-R, with the addition as described in Mr. Williams memorandum to the Board of Trustees to Section 6, along with clarification to all the abbreviations, to be held on June 14, 2021. Mr. Kimbell Seconded the motion and it was unanimously approved.

First Reading of Sewer Use Ordinance 5-10-2021
Mr. Mills gave the first reading of Sewer Use Ordinance No. 5-10-2021 replacing Sewer Use Ordinance No. 6-9-2014 an ordinance regulating the connection to and use of public and private sewers and drains, the installation and connection of building sewers and the discharge of waters and waste into the sewage system of the TriCo Regional Sewer Utility. Provides rates and charges for violations thereof.

Mr. Williams said the revisions have come about due to changes in software and how quickly inspections can be done, and corrections should be made.

Ms. Merrill made a motion for the staff to publish the public notice for the second reading and public hearing for the proposed Sewer Use Ordinance 5-10-2021.

Mr. Ryerson asked that abbreviations be defined in this document and asked for clarification regarding the number of days a business has to rectify a violation (page 23). Mr. Wyatt said the way he interprets the ordinance is that they have 30 days to install, if not done in 30 days they have an additional 15 days because the second violation is a failure to install and if after the additional 15 days it is still not installed then fines are assessed, so after 45 days of not complying they will start being fined. Mr. Hand questioned the drastic reduction from 5 days to 24 hours. Mr. Hand asked if it would be reasonable to standardize the response times throughout the document to make it more understandable. Mr. Williams said the turnaround times are based on the size of equipment and different sizes have different response times. Mr. Watkins said the 24-hour response time is for grease traps that can be cleaned by the businesses themselves, while the 48-hour response time is for larger systems that need outside contractors to clean them. Mr. Hand withdrew his comment regarding standardization.

Mr. McDonald seconded the motion, and it was unanimously approved.

Personnel & Benefits Committee
Mr. Williams said in person safety training sessions have resumed and it has been 118 days since the last lost time accident. The plant passed its annual safety inspection.

Worker's Compensation Policy
Mr. Kimbell made a motion for the Board to accept a change to the Employee Handbook regarding how the Utility handles Worker's Compensation Claims, buy providing an injured employee compensation for the first five days of missed work stemming from a worker's compensation qualified injury. If missed time goes beyond twenty-one days the employee will reimburse the Utility for the first five days the Utility paid to them with either repayment of funds or a reduction in PTO, when insurance compensates the employee for the first five days missed. Ms. Merrill seconded the motion, and it was unanimously approved.

On Call Pay Policy
Mr. Williams explained that a couple of the new employees were inquiring how to clock their time for after hour work that needed to be done remotely. After some discussion it was discovered that employees were not clocking their time spent logging in remotely to deal with issues unless they traveled back to the Utility. The proposed changes to the policy will set a clear standard for employees working remotely to follow to be compensated for that time.

Mr. Kimbell made a motion to accept the proposed-on call pay policy update to the Employee Handbook. Mr. Hand seconded the motion, and it was unanimously approved.

Mr. McDonald asked when the accident clock reset to 118 days. Mr. Williams explained that the accident Mr. Prange had did not initially qualify as a lost time accident because he returned to work, however his injury ended up needing corrective surgery, so the days missed due to the surgery made it qualify as lost time even though the days missed were not immediately following the injury.

Capital & Construction Committee

Dedications
Mr. Pittman made a motion to accept the dedication of Crossfields, Lamb Property Low Pressure Sewer, and Zotec Investments LLC Tech Village Sanitary Sewers. Mr. Hill seconded the motion, and it was unanimously approved.

Surplus Equipment
Mr. Pittman made a motion to declare the existing plant generator and related equipment as surplus equipment contingent on decommissioning. Mr. Hill seconded the motion, and it was unanimously approved.

Mr. Pittman said the City of Carmel is updating its Comprehensive Plan and suggested having representatives from TriCo and the Board meet with Carmel's Department of Community Services and Mike Hollibaugh. Mr. Hill agreed.

Old Business

Strategic Planning Sessions Update
Mr. Williams asked if anyone had questions about the EDU information Mr. Merkle presented to the C&C Committee and said additional updates will be given as information is collected. There were no questions.

The Strategic Planning Committee held its last session and the results will be compiled and presented to the Board at the June meeting.

Adjournment
The meeting adjourned at 6:30 p.m.

The next Board of Trustees Meeting is scheduled for Monday, June 14 at 6:00 p.m.

Respectfully submitted,

Andrew Williams

Andrew Williams
Utility Director

Approved:

_____ as Presented
_____ as Amended

_____
Michael McDonald, Secretary

_____
Carl Mills, President

The TriCo Connection

Volume 15 Issue 6 June 2021 **MONTHLY NEWSLETTER**

FINANCIAL UPDATE– CINDY SHEEKS

In April 2021, total revenue was $659,934. It was $36,000 above the March 2021 and $38,000 above April 2020. YTD revenue of $2,529,704 is 32.65% of the 2021 annual projections of $7,748,500. Residential income was $420,868 during the month, $5,100 higher than April 2020. Commercial sales totaled $185,822 in April 2021, $11,900 higher than April 2020. YTD commercial sales total $722,395 and continue to trend below projections as many offices are still operating at reduced occupancy. YTD, residential sales comprise 66.36% of the annual revenue, commercial is 29.73%. The Other Revenue category (late fees, application fees, plan review fees) was $20,366 in April and is $64,333 YTD. The Other Income category (interest, gains on asset disposal, miscellaneous revenue) was $32,877 during the month and is $64,129 YTD.

Interceptor fees collected in April were $41,484. EDU fees collected during April were $70,055.

Total operating expenses were $451,542 in April. YTD spending is 34.27% of the 2021 Operating Budget of $5,753,081. It is $21,353 higher than expenses in April 2020. Wages and benefits spending totaled $203,577 during the month and YTD expenses are 37.73% of the annual budget. Administration spending was $43,757 in April and YTD expenses is 28.55% of the annual budget. Treatment costs totaled $154,560 and YTD expenses are 32.37% of the annual budget. Collection costs totaled $49,648 in April and YTD expenses total 34.50% of the annual budget.

Net income in April was $40,640 after depreciation and amortization of CIAC. April 2020 net income totaled $87,683

Spending Breakdown in April:

Wages	44.14%
Administration	12.28%
Treatment Costs	34.61%
Collection Costs	8.97%

Cash generated for April shows a decrease in all funds of $628,969. Capital spending during the month totaled $965,096. The bond fund expenses in April were $639,692 for plant expansion. Additional capital spending during the month included neighborhood sewers, LS1 generator, Haver Way, new lab software, admin office, and LS 11 pump. Cash on hand as of April 31, 2021 was $15,829,060. The balances in the funds are listed below:

Operating	$5,457,507
Interceptor	$-380,787
Plant Expansion	$3,320,367
Operating Reserve	$519,252
Reserve for Replacement	$8,429
2020 Bond Funds	$6,904,292
Total	$15,829,060

The Operating, Interceptor, Plant Expansion and Reserve for Replacement funds decreased $1,029,289 since January 1, 2021. Bond fund spending YTD is $2,569,352.

In This Issue

Calendar of Events

June 14	Board Meeting	6:00 p.m.
June 18	Team Bonding Event	12:00 p.m.
June 23	P&B Meeting	7:30 a.m.
June 25	B&F Meeting	7:30 a.m.
July 6 (Tuesday)	C&C Meeting	4:30 p.m.

ENGINEERING & CONSTRUCTION - WES MERKLE

Staff completed 499 locates, 36 I&I inspections and 26 lateral inspections in May. There were no failed I&I inspections. A total of 2,205 locate requests were received and reviewed. Nate completed the majority of locates. He worked with Collections to locate two force mains crossing Michigan Road and Greenfield Road/121st Street where the State is installing a new traffic light. In completing a locate near 106th St. and Pennsylvania he found a lateral with heavy clear water flowing into a manhole. Upon further investigation by Collections it was determined that the lateral had been damaged by a boring contractor. Brandon completed lateral and I&I inspections, assisted with locates, and assisted plant staff in the lab. He collected several years of lateral repair statistics to evaluate the feasibility of a utility sponsored repair program.

Jeff observed construction on the Outfall Sewer project which is now in service; site cleanup, restoration and testing are ongoing and should be complete in June. Jeff has been involved in exploring new asset management software, and he began an effort to design new wayfinding signage for the plant once construction is complete. Eric observed sewer construction at Troy Estates near 141st St. and Shelborne Road as well as Appaloosa Crossing near Michigan Road and 300 South/146th St. He continues to follow up on numerous projects requiring punch list work and warranty repairs.

Ryan oversaw successful completion of the Haver Way (Lift Station 27) sewer project, where nearly three years ago Carmel and multiple property owners requested TriCo take over two private lift stations and dilapidated sewer systems. Ryan continued to review plans on multiple development projects. He continues to press property owners regarding access and easements for the Little Eagle Creek Interceptor Extension project. Bids were received for this year's Neighborhood Sewer Project, which includes Long Brook, Bridlewood, Countrywood, 500 South, and north along US421, all in Zionsville. We're waiting for IDEM approval. If a construction contract is awarded by the Board then work should be complete this fall. Wes is monitoring punch list work for the Lift Station 11 (Old 106th St./Bennett Parkway) pump and controls replacement project as well as the Lift Station 1 (Keystone/99th St.) generator replacement project. Lift Station 2 (106th St./Spring Mill Rd) odor control equipment installation is underway and should be complete at the end of June.

PLANT EXPANSION PROJECT UPDATE - WES MERKLE

Staff continues to wait for completion and startup of two new screens and a new compactor/ conveyor. The manufacturer and contractor will modify this equipment after it was not built or installed correctly. Process piping installation continued for the grit washers, which are on the upper level of the pretreatment building. Concrete repairs and cleanup work continue on the grit structure which sit behind the pretreatment building. VLR work continues: grinding and patching concrete, backfilling, and equipment installation. Crews still need to regrout all of the large gates then redo leakage testing.

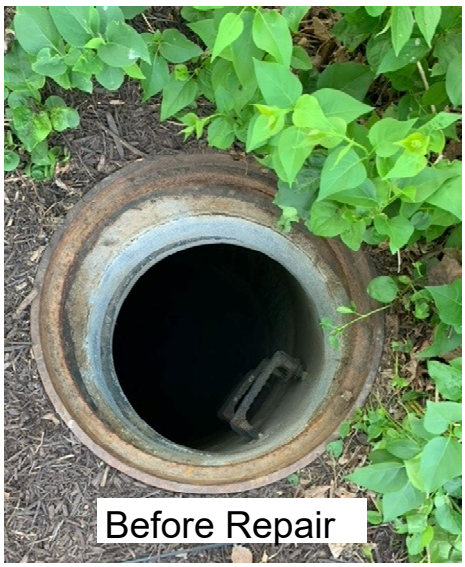
Equipment installation work is nearly complete in the three new clarifiers. Crews recently poured grout floors in all three clarifiers. Yard (buried process) piping continued in multiple locations: mixed liquor from the Orbal to the new splitter structure, secondary effluent from the UV back to the new clarifiers, RAS, WAS and scum lines from the new clarifiers. Corrections were made to improperly installed chemical feed piping and UV equipment. Chemical feed and UV equipment has been operating as expected since then. VLR blower installation continued. An existing VLR blower motor and connected variable frequency drive failed; the motor and drive were replaced. Failure was caused by dust and debris buildup from construction activity.

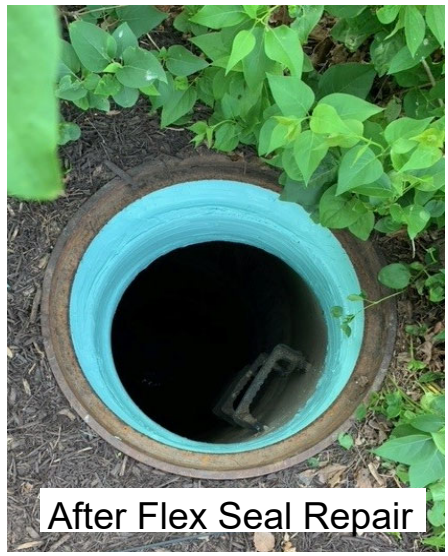
Crews completed installation of the new permanent automatic transfer switch and 2 megawatt generator. Startup, testing and training were complete and the equipment is in service. Electrical work continued with MCC-X replacement, new RAS/WAS pump building wiring, and new clarifier conduit/wiring.

COLLECTIONS – AARON STRONG

Televising in the year 3 inspection cycle continues throughout Basin 1. Carter televised 29,000 feet, bringing our yearly total to roughly 69,000 feet. Noteworthy data included finding a 4-foot surveying lathe protruding out of a sewer lateral located in Lexington Farms. Fluid Waste Services cut the lathe from the main side under the direction of TriCo crews with cameras in both the main and lateral.

Dan and Tristin inspected 120 manholes in the month of May and transitioned to manhole repair and maintenance based off the inspection data of the nearly 2,000 manholes this year. Grouting manhole chimneys to stop infiltration is a routine task in the yearly manhole R&M regiment. Inspection data has shown that the freeze and thaw cycle over the winter months causes our grouting efforts to prematurely fail, in some instances before the next 3-year inspection cycle. TriCo tested a new epoxy product, over a period of 5 years that possesses elastic properties that flex with the freeze and thaw cycle named Flex-Seal Utility Sealant. TriCo crews have installed seven units to date and are slated to have 40 chimneys sealed with this new product in the coming month.


Before Repair

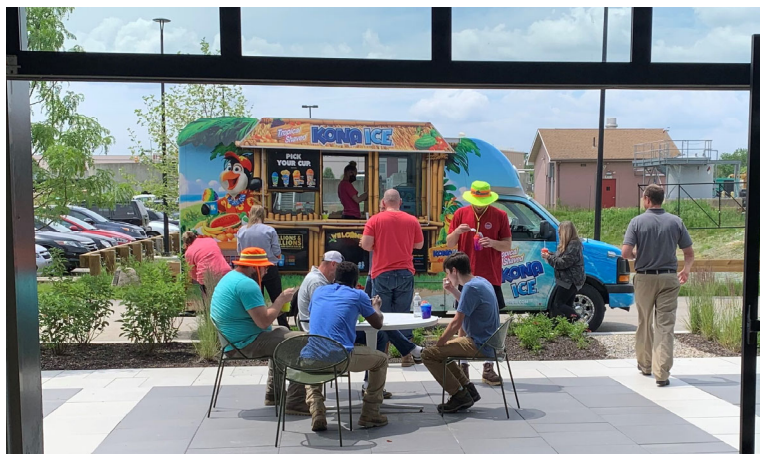

After Flex Seal Repair

Brian and Matt have embarked on annual pump inspections and preventative maintenance with 14 pumps receiving yearly maintenance. Pumps at Lift Station #7 and #20 were identified as having seal leaks and received both upper and lower seal kits. Both pumps were turned around quickly and have been returned to service.

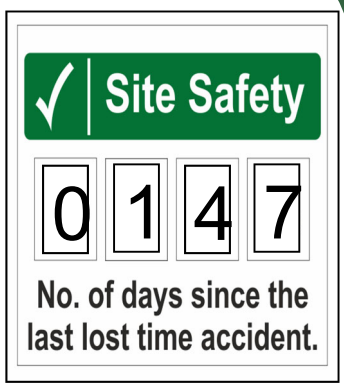
Daniel Rossman procured his Class B CDL with tanker endorsement and can now drive and operate the Aquatech sewer cleaning truck.

TriCo's 46th Anniversary

On June 3, 1975, the Indiana Stream Pollution Control Board (now IDEM) issued the Final Order and Determination letter creating Clay Township Regional Waste District. The staff celebrated the day with a snack from the Kona Ice truck. The shirts and hats were just as colorful as the Kona Ice!



SAFETY UPDATE - LOREN PRANGE



We had one reportable injury with no loss time this month, and we are at 147 days without a loss time accident.

We had 11 attendees for the safety tailgate held on 5-17. We discussed Accident Investigation and eyes on safety.

The monthly fire extinguisher and emergency lights inspections were completed.

Loren completed two safety inspections for the IWEA safety committee. He visited the Town of Brownsburg treatment plant and Fall Creek Regional Waste District. His inspection of each plant qualifies them for the safety award given out at the IWEA annual convention.

Scot and Loren attended the May 20th IWEA safety committee meeting. The meeting discussed safety inspections and the award that the committee is handing out

TREATMENT– SCOT WATKINS

Staff assisted Piedmont to troubleshoot and resolve some Ultraviolet (UV) issues, worked with SUN Electric on multiple power shutdowns to connect to the new power cabinets and TCI on Return/Waste Activated Sludge shutdowns to connect the new pumps and associated clarifier piping. Staff completed the biannual oil changes and belt filter press polymer maintenance. Vertical Loop Reactor (VLR) blower and Variable Frequency Drive (VFD) both failed; both units have been replaced and are back into operation. The IWEA Safety audit results were received; we will be receiving the award for the 14th year in a row.

One hundred and thirty pump outs had been logged and accounted for over 32,000 gallons of FOG being prevented from entering the system this month. Seventeen inspections were logged with six follow up visits. Shaun met with HSE to review their FOG program and inspection requirements as well as collecting data from other utilities throughout the state. Five new facilities have been added to our program: House of Soul, Christion Brothers Automotive, Buff City Soap, ATAPCO and Indianapolis Rehabilitation Institute.

The laboratory performed 313 CBOD5 tests, 235 Total Suspended Solids tests, 158 Phosphorus & Ammonia tests, 54 e. Coli and 68 Total Nitrogen tests. Monthly Method Detection Limit studies were completed on TSS, Phosphorus and Ammonia. Second quarter metals testing and quality assurance/ quality control (QA/QC) were completed. The IWEA Laboratory audit results were received; we will be receiving the award for the 16th year in a row. Bob conducted a lab audit for Fall Creek RWD, attended a Lab Committee and Wastewater Challenge meeting. Two HACH WIMS kickoff meetings were also attended; we hope to go live with the new software in August.

Birthdays

Cindy Ferrulli	June 1
Brandon Woolf	June 9
Loren Prange	June 20

Anniversaries

Matt Starr	June 13	10 years of service
Eric Louis De La Cruz	June 18	9 years of service
Cody Cain	June 24	2 years of service
Daniel Rossman	June 25	1 year of service
Loren Prange	June 27	16 years of service

TriCo Regional Sewer Utility

Register of Claims

For the period 5/10/21-6/7/21

Payment date	Check number	Bank name	Payee name	Amount	Amount Allowed	Description
5/10/21	15907	Interceptor	Current Publishing	$473.25	$473.25	CIP-Proj 2103
6/7/21	16461	Interceptor	Boone County Surveyor	$1,000.00	$1,000.00	CIP-Proj 2103 Legal drain permit fee
6/7/21	16463	Interceptor	GRW	$21,000.00	$21,000.00	CIP-Proj 2103 Design & Permit
6/7/21	16463	Interceptor	GRW	$5,139.50	$5,139.50	CIP-Proj 2101 LEC Ext Prelim Design
6/7/21	16464	Interceptor	Lykins Contracting LLC	$204,714.28	$204,714.28	CIP-Proj 1802 Haver Way
6/7/21	16465	Interceptor	MS Consultants, Inc	$1,790.00	$1,790.00	CIP-Proj 1802
6/7/21	16470	Interceptor	TPI Utility Construction	$25,000.00	$25,000.00	CIP-Proj 1908 Neighborhood sewers
6/7/21	16470	Interceptor	TPI Utility Construction	$32,409.00	$32,409.00	CIP-Proj 1908 Neighborhood Sewers-fina
6/7/21	16466	Plant Expansi	GRW	$288.75	$288.75	CIP-Proj 1906 Outfall Const Admin
6/7/21	16462	Reserve for R	BL Anderson Company, Inc.	$19,035.72	$19,035.72	CIP-Plant Motor R4R
6/7/21	16467	Reserve for R	IT Indianapolis	$1,250.00	$1,250.00	UPS Replacement
5/12/21	15908	Operating	Robert Roudebush	$87.92	$87.92	Mileage reimbursement
5/12/21	15909	Operating	Black Tie Courier	$550.00	$550.00	Courier service
5/12/21	15910	Operating	Carmel Utilities	$2,013.46	$2,013.46	Sewer cleaning
5/12/21	15911	Operating	Carmel Utilities	$14.27	$14.27	LS 1
5/12/21	15912	Operating	Indiana Department of Environment	$50.00	$50.00	Renewal - TriCo Storm Water Permit
5/12/21	15913	Operating	Meyer Truck Equipment	$460.00	$460.00	Truck repairs - camera truck corner
5/12/21	15914	Operating	Microbac Laboratories, Inc.	$72.00	$72.00	Sewer sampling
5/12/21	15915	Operating	Pearson Ford, Inc.	$350.88	$350.88	Ford F550 Service
5/12/21	15916	Operating	Carmel Utilities	$42.73	$42.73	Storm Water Fees
5/12/21	15917	Operating	Ascension Medical Group St. Vince	$95.00	$95.00	CLD Physical - Vaughn
5/12/21	15918	Operating	Kinetrex Energy	$597.99	$597.99	Gas
5/17/21	15919	Operating	Matt Starr	$87.36	$87.36	Mleage - 5/7/5/9
5/17/21	16419	Operating	Doxim	$139.04	$139.04	Envelopes
5/19/21	16420	Operating	Kelly Price	$58.84	$58.84	Reim-Boots
5/19/21	16421	Operating	AT&T Mobility	$67.11	$67.11	Trimble 02
5/27/21	16422	Operating	AFLAC	$429.40	$429.40	Deferred liabilities
5/27/21	16423	Operating	Carmel Utilities	$14.27	$14.27	LS 2
5/27/21	16423	Operating	Carmel Utilities	$29.02	$29.02	LS 26
5/27/21	16424	Operating	Brian Vaughn	$94.08	$94.08	On call mileage
5/31/21	16425	Operating	Brandon Woolf	$30.00	$30.00	May cell phone
5/31/21	16426	Operating	Eric Luis Delacruz	$30.00	$30.00	May cell phone
5/31/21	16427	Operating	Jeffrey Martin	$30.00	$30.00	May cell phone
5/31/21	16428	Operating	Nathan Crowder	$30.00	$30.00	May cell phone
5/31/21	16429	Operating	Kelly Price	$15.00	$15.00	Cell phone
5/31/21	16430	Operating	Xavier Hines	$22.50	$22.50	May cell phone
5/31/21	16431	Operating	David or Lisa Post	$25.02	$25.02	Refund-1732 E 106th St/1730 E 106th
5/31/21	16432	Operating	Charles Lopinto	$17.42	$17.42	Refund-11200 Basswood
5/31/21	16433	Operating	Willl Wright Corp	$23.61	$23.61	Refund-13012 Broad St
5/31/21	16434	Operating	Andrew or Lisa Washburn	$34.61	$34.61	Refund-1012 Birnam Woods Trail
5/31/21	16435	Operating	Kai Xiao or Yi Cao	$210.00	$210.00	Refund-14353 Chariots Whisper Dr
5/31/21	16436	Operating	Keith Richey	$34.04	$34.04	Refund-14212 Autumn Woods Dr
5/31/21	16437	Operating	Robert or Debra Wacker	$28.95	$28.95	Refund-2377 Shaftesbury Road
5/31/21	16438	Operating	Ken McTyer	$24.54	$24.54	Refund-14012 Twin Lakes Circle West
5/31/21	16439	Operating	Carmel Indy Properties LLC	$361.74	$361.74	Refund-101 W 103rd St
5/31/21	16440	Operating	American Homes 4 Rent Properties	$47.20	$47.20	Refund-4220 Field Master
5/31/21	16441	Operating	Todd Vioette	$13.19	$13.19	Refund-14471 Welford Way
5/31/21	16442	Operating	Jennifer Donaldson	$34.93	$34.93	Refund-1139 Frenzel
5/31/21	16443	Operating	Katherine Johnson	$23.75	$23.75	Refund-12184 Frenzel
5/31/21	16444	Operating	Alexis Schoenrock	$82.41	$82.41	Refund-905 Bristol Road
5/31/21	16445	Operating	Reginald Franklin	$27.75	$27.75	Refund-1110 Laurelwood
5/31/21	16446	Operating	Bryan Zabonick	$16.65	$16.65	Refund-1711 Mustang
5/31/21	16448	Operating	Stacy Sanders	$15.27	$15.27	Refund-13451 Dunes Drive
5/31/21	16449	Operating	Tammie McDermott	$227.70	$227.70	Refund-3180 Winnings Lane
5/31/21	16450	Operating	Amanda Foley	$200.00	$200.00	Board fees
5/31/21	16451	Operating	Carl S. Mills	$200.00	$200.00	Board Fees
5/31/21	16452	Operating	Charles Ryerson	$100.00	$100.00	Board fees
5/31/21	16453	Operating	Eric Hand	$200.00	$200.00	Board fees
5/31/21	16454	Operating	Jane B. Merrill	$150.00	$150.00	Board fees
5/31/21	16455	Operating	Jeff Hill	$100.00	$100.00	Board fees
5/31/21	16456	Operating	Jeffrey Kimbell	$100.00	$100.00	Board fees
5/31/21	16457	Operating	Michael A. McDonald	$150.00	$150.00	Board fees
5/31/21	16458	Operating	Steve Pittman	$200.00	$200.00	Board fees
6/4/21	16459	Operating	Matt Starr	$145.60	$145.60	Mileage reimbursement
6/7/21	16460	Operating	Altman, Poindexter & Wyatt, LLC	$1,190.00	$1,190.00	Legal fees
6/7/21	16468	Operating	Cindy Sheeks	$102.70	$102.70	Mileage/lunch
6/7/21	16469	Operating	Daniel Rossman	$42.77	$42.77	Clothing reim
6/7/21	16471	Operating	Ascension Medical Group St. Vince	$45.00	$45.00	Xavier Hines
6/7/21	16471	Operating	Ascension Medical Group St. Vince	$45.00	$45.00	Price-pre-employment
6/7/21	16472	Operating	Bee Green Lawn Care & Plant Heal	$95.00	$95.00	Plant treatment 2
6/7/21	16473	Operating	Bio Chem, Inc.	$3,921.41	$3,921.41	Biosolid disposal
6/7/21	16473	Operating	Bio Chem, Inc.	$4,412.83	$4,412.83	Bio solid disposal
6/7/21	16474	Operating	BL Anderson Company, Inc.	$870.00	$870.00	Plant R&M
6/7/21	16474	Operating	BL Anderson Company, Inc.	$470.00	$470.00	Plant R & M
6/7/21	16475	Operating	Black Tie Courier	$500.00	$500.00	May courier service
6/7/21	16476	Operating	Bobcat of Indy	$425.00	$425.00	Towing charges
6/7/21	16477	Operating	Brown Equipment Company	$208.50	$208.50	Equip repair
6/7/21	16478	Operating	Carlisle Group Inc	$1,912.50	$1,912.50	Strategic planning
6/7/21	16479	Operating	Carmel Utilities	$16,294.50	$16,294.50	Spring reads
6/7/21	16479	Operating	Carmel Utilities	$90,998.17	$90,998.17	May flow to Carmel
6/7/21	16480	Operating	Carmel Utilities	$42.73	$42.73	Stormwater fees

Payment date	Check number	Bank name	Payee name	Amount	Amount Allowed	Description
6/7/21	16481	Operating	Carmel Welding	$97.34	$97.34	Equip repairs
6/7/21	16481	Operating	Carmel Welding	$40.00	$40.00	Equip repairs
6/7/21	16482	Operating	Current Publishing	$386.43	$386.43	Sewer rate ordinance legal ad
6/7/21	16482	Operating	Current Publishing	$309.14	$309.14	Leagl add-sewer use ordinance
6/7/21	16482	Operating	Current Publishing	$8.44	$8.44	Legal notice - NOI fee
6/7/21	16483	Operating	Daily Laboratories	$137.00	$137.00	Sewer sampling
6/7/21	16484	Operating	Doxim	$3,914.24	$3,914.24	Mailing fees
6/7/21	16484	Operating	Doxim	$5,399.37	$5,399.37	Postage
6/7/21	16485	Operating	Eco Infrastructure Solutions, Inc.	$364.04	$364.04	Equipment Repair
6/7/21	16486	Operating	Element Materials Technology Dale	$31.80	$31.80	Sewer sampling
6/7/21	16487	Operating	Fastenal Company	$181.44	$181.44	Plant R & M
6/7/21	16487	Operating	Fastenal Company	$27.93	$27.93	Plant R & M
6/7/21	16488	Operating	GCI Slingers, LLC	$21.16	$21.16	Equip repairs
6/7/21	16489	Operating	Global Life	$58.72	$58.72	Payroll deductions
6/7/21	16490	Operating	Grainger	$201.14	$201.14	LS R&M
6/7/21	16490	Operating	Grainger	$48.11	$48.11	Equipment Repair
6/7/21	16490	Operating	Grainger	$430.38	$430.38	Plant R&M
6/7/21	16490	Operating	Grainger	$230.15	$230.15	Safety materials
6/7/21	16491	Operating	Hach Company	$352.22	$352.22	Sewer Sampling
6/7/21	16491	Operating	Hach Company	$40.79	$40.79	Sewer Sampling
6/7/21	16491	Operating	Hach Company	$792.00	$792.00	Sewer Sampling
6/7/21	16491	Operating	Hach Company	$1,050.00	$1,050.00	Sewer Sampling
6/7/21	16491	Operating	Hach Company	$1,603.14	$1,603.14	Sewer Sampling
6/7/21	16491	Operating	Hach Company	$3,296.00	$3,296.00	CIP-Lab software
6/7/21	16491	Operating	Hach Company	$925.91	$925.91	Sewer sampling
6/7/21	16491	Operating	Hach Company	$637.90	$637.90	Sewer sampling
6/7/21	16491	Operating	Hach Company	$430.45	$430.45	Sewer sampling
6/7/21	16491	Operating	Hach Company	$1,764.00	$1,764.00	Sewer sampling
6/7/21	16492	Operating	Heritage-Crystal Clean, LLC	$1,520.00	$1,520.00	Vac truck pickup
6/7/21	16493	Operating	HRD Advisors Group	$450.00	$450.00	Disc assessments
6/7/21	16493	Operating	HRD Advisors Group	$3,000.00	$3,000.00	DISC workshop
6/7/21	16494	Operating	IT Indianapolis	$1,875.00	$1,875.00	Backup Internet Connection
6/7/21	16494	Operating	IT Indianapolis	$10,594.50	$10,594.50	June managed services
6/7/21	16494	Operating	IT Indianapolis	$1,911.02	$1,911.02	Forticare & Fortiguard
6/7/21	16495	Operating	IUPPS	$2,069.10	$2,069.10	Locate Tickets
6/7/21	16496	Operating	JAM Excavating Services, Inc.	$1,545.00	$1,545.00	Line Repair
6/7/21	16497	Operating	Kirby Risk Corporation	$741.48	$741.48	Plant R & M
6/7/21	16498	Operating	Kokosing Industrial Inc	$2,419.60	$2,419.60	T & M -Oxidation Ditch Drive
6/7/21	16498	Operating	Kokosing Industrial Inc	$4,450.50	$4,450.50	Repairs to rollers on press
6/7/21	16499	Operating	Lewis Testing Services, Inc.	$75.00	$75.00	Chemical Fume Hood
6/7/21	16500	Operating	MacAllister Machinery	$1,530.68	$1,530.68	Line maintenance
6/7/21	16500	Operating	MacAllister Machinery	$485.93	$485.93	Equipment repairs
6/7/21	16501	Operating	Merrell Brothers, Inc.	$10,727.40	$10,727.40	Biosolid removal
6/7/21	16502	Operating	Microbac Laboratories, Inc.	$220.00	$220.00	Sewer sampling
6/7/21	16502	Operating	Microbac Laboratories, Inc.	$420.00	$420.00	Sewer sampling
6/7/21	16503	Operating	Nalco Water Pretreatment Solutions	$351.94	$351.94	Sewer sampling
6/7/21	16504	Operating	Nature Turf Services	$120.00	$120.00	Plant Mowing
6/7/21	16504	Operating	Nature Turf Services	$150.00	$150.00	Mowing
6/7/21	16505	Operating	North Central Laboratories	$576.02	$576.02	Sewer sampling
6/7/21	16505	Operating	North Central Laboratories	$82.57	$82.57	Sewer sampling
6/7/21	16506	Operating	Office Depot	$262.97	$262.97	Office Supplies
6/7/21	16506	Operating	Office Depot	$54.86	$54.86	Office supplies
6/7/21	16506	Operating	Office Depot	$17.20	$17.20	Office supplies
6/7/21	16507	Operating	Office Keepers	$429.92	$429.92	May office cleaning
6/7/21	16508	Operating	Office Pride	$1,082.50	$1,082.50	May cleaning
6/7/21	16509	Operating	Ogletree Deakins	$371.25	$371.25	Legal fees
6/7/21	16510	Operating	Pearson Ford, Inc.	$1,371.61	$1,371.61	Ford F250 brakes and repairs
6/7/21	16511	Operating	Range Kleen Mfg., Inc.	$660.00	$660.00	Fat trapper bags
6/7/21	16512	Operating	Shrewsberry & Associates, LLC	$450.00	$450.00	Const Obsv-Appaloosa Crossing Ph 2
6/7/21	16512	Operating	Shrewsberry & Associates, LLC	$75.00	$75.00	Const Obsv-Bellevue
6/7/21	16513	Operating	Simplifile	$270.00	$270.00	Filing fees - May 2021
6/7/21	16514	Operating	T&T Sales and Promotions	$322.00	$322.00	T Shirts
6/7/21	16515	Operating	Taylor Oil Company, Inc.	$173.62	$173.62	Fuel
6/7/21	16515	Operating	Taylor Oil Company, Inc.	$1,751.63	$1,751.63	Fuel
6/7/21	16516	Operating	Utility Supply Company	$71.83	$71.83	Lift Station R & M
6/7/21	16517	Operating	Vasey Commercial Heating & AC, I	$333.00	$333.00	Plant R&M
5/31/21	100043	Huntington Bo	Centier Bank	$64,487.80	$64,487.80	CIP-Proj 1902 Retainage
5/31/21	100044	Huntington Bo	Thieneman Construction, Inc.	$580,390.21	$580,390.21	CIP-Proj 1902 Plant Expansion
5/31/21	100045	Huntington Bo	GRW	$6,096.25	$6,096.25	CIP-Proj 1902 Const Admin
5/31/21	100045	Huntington Bo	GRW	$12,920.00	$12,920.00	CIP-Proj 1902 Const Obsv
5/4/21	2021206	Operating	AT&T Mobility	$2,308.61	$2,308.61	LS & Employee Mobile Service
5/19/21	2021208	Operating	Indianapolis Power and Light	$51.68	$51.68	LS 18
5/20/21	2021209	Operating	Indianapolis Power and Light	$124.02	$124.02	LS 3
5/20/21	2021210	Operating	Indianapolis Power and Light	$91.00	$91.00	LS 12
5/20/21	2021211	Operating	Indianapolis Power and Light	$62.22	$62.22	LS 20
5/20/21	2021212	Operating	Indianapolis Power and Light	$388.92	$388.92	LS 9
5/20/21	2021213	Operating	Indianapolis Power and Light	$51.11	$51.11	LS 25
5/20/21	2021214	Operating	Indianapolis Power and Light	$57.45	$57.45	LS VV
5/20/21	2021215	Operating	Indianapolis Power and Light	$791.90	$791.90	LS 10
5/20/21	2021216	Operating	Indianapolis Power and Light	$45.33	$45.33	LS 22
5/20/21	2021217	Operating	Indianapolis Power and Light	$499.27	$499.27	LS 8
5/21/21	2021218	Operating	Indianapolis Power and Light	$78.11	$78.11	LS 24
5/25/21	2021219	Operating	Indianapolis Power and Light	$8,097.67	$8,097.67	LS 2
5/21/21	2021220	Operating	Indianapolis Power and Light	$62.22	$62.22	LS 27
5/1/21	2021224	Operating	Jive Communications, Inc	$730.63	$730.63	Telephone charges

Payment date	Check number	Bank name	Payee name	Amount	Amount Allowed	Description
5/7/21	2021225	Operating	ADP	$137.30	$137.30	Workforce Now
5/14/21	2021226	Operating	ADP	$114.40	$114.40	Workfornce now Time & Attendance
5/17/21	2021227	Operating	Empower Retirement (Hoosier STA	$8,988.02	$8,988.02	401a, 457b, Roth
5/17/21	2021228	Operating	ADP	$62,542.63	$62,542.63	Payroll PPE 5/14/21
5/19/21	2021229	Operating	Vectren Energy Delivery/CenterPoi	$46.68	$46.68	LS 2 Gas
5/19/21	2021230	Operating	Vectren Energy Delivery/CenterPoi	$391.81	$391.81	Plant Gas
5/18/21	2021231	Operating	Vectren Energy Delivery/CenterPoi	$17.68	$17.68	LS 10 gas
5/31/21	2021232	Operating	AT & T	$1,381.79	$1,381.79	Office Internet Service
5/19/21	2021233	Operating	MJ Insurance	$3,943.10	$3,943.10	Cyber insurance policy
5/24/21	2021234	Operating	Hamilton County Treasurer	$64.95	$64.95	17-13-10-00-00-001.213
5/24/21	2021235	Operating	Hamilton County Treasurer	$1.00	$1.00	Bank fee
5/24/21	2021236	Operating	Hamilton County Treasurer	$66.63	$66.63	17-09-34-00-08-094.000
5/24/21	2021237	Operating	Hamilton County Treasurer	$1.00	$1.00	Bank fee
5/24/21	2021238	Operating	Hamilton County Treasurer	$65.00	$65.00	17-09-34-00-02-053.000
5/24/21	2021239	Operating	Hamilton County Treasurer	$1.00	$1.00	Bank fee
5/24/21	2021240	Operating	Hamilton County Treasurer	$76.88	$76.88	17-13-08-00-00-013.003
5/24/21	2021241	Operating	Hamilton County Treasurer	$1.00	$1.00	Bank fee
5/25/21	2021242	Operating	ADP	$139.51	$139.51	Workforce Now Bundle
5/26/21	2021243	Operating	Anthem Blue Cross Blue Shield - H	$30,929.97	$30,929.97	H ins- June 2021
5/26/21	2021244	Operating	Comcast	$215.77	$215.77	Back up internet
5/26/21	2021245	Operating	AT&T Mobility	$2,584.81	$2,584.81	Employee and LS service
5/27/21	2021246	Operating	Mutual of Omaha	$2,274.75	$2,274.75	Insurance - June 2021
5/27/21	2021247	Operating	Anthem Blue Cross Blue Shield - H	$367.64	$367.64	Anthem Vision insurance - June 2021
5/28/21	2021248	Operating	Citizens State Bank	$20.00	$20.00	Service Fee - May 2021
5/29/21	2021249	Operating	Citizens Energy Group	$39.14	$39.14	LS 17
5/29/21	2021250	Operating	Citizens Energy Group	$94.40	$94.40	Plant
6/7/21	2021251	Operating	Duke Energy	$1,090.42	$1,090.42	LS 17
6/7/21	2021252	Operating	Duke Energy	$643.82	$643.82	LS 26
6/7/21	2021253	Operating	Duke Energy	$221.59	$221.59	LS 19
6/7/21	2021254	Operating	Duke Energy	$56.86	$56.86	LS 6
6/7/21	2021255	Operating	Duke Energy	$136.05	$136.05	LS 5
6/7/21	2021256	Operating	Duke Energy	$1,801.66	$1,801.66	LS 1
6/7/21	2021257	Operating	Duke Energy	$325.97	$325.97	LS 21
6/7/21	2021258	Operating	Duke Energy	$471.81	$471.81	LS 23
6/7/21	2021259	Operating	Duke Energy	$304.73	$304.73	LS 16
6/7/21	2021260	Operating	Duke Energy	$721.55	$721.55	LS 14
6/7/21	2021261	Operating	Duke Energy	$20,315.31	$20,315.31	Plant
5/31/21	2021262	Operating	ADP	$64,126.35	$64,126.35	PPE 05/28/21
5/31/21	2021263	Operating	Empower Retirement (Hoosier STA	$8,998.92	$8,998.92	401a, Roth, 457b PPE 5/28/21
5/31/21	2021264	Operating	Napa Auto Parts	$391.98	$391.98	Equip repairs
5/31/21	2021264	Operating	Napa Auto Parts	$76.74	$76.74	Plant R & M
5/31/21	2021264	Operating	Napa Auto Parts	$41.14	$41.14	Equip repairs
5/31/21	2021265	Operating	Citizens State Bank	$1,063.05	$1,063.05	May service fee
5/30/21	2021266	Operating	PNC Bank	$6,398.25	$6,398.25	CC Expenses-May 2021
6/1/21	2021267	Operating	LogMein USA, Inc.	$730.63	$730.63	Phone service
6/1/21	2021268	Operating	Republic Services #761	$318.24	$318.24	Trash service
6/1/21	2021269	Operating	Indianapolis Power and Light	$44.78	$44.78	LS 22
6/1/21	2021270	Operating	Indianapolis Power and Light	$73.33	$73.33	LS 20
6/1/21	2021271	Operating	Indianapolis Power and Light	$56.79	$56.79	LS 18
6/1/21	2021272	Operating	Indianapolis Power and Light	$118.45	$118.45	LS 3
6/1/21	2021273	Operating	Indianapolis Power and Light	$479.70	$479.70	LS 8
6/1/21	2021274	Operating	Indianapolis Power and Light	$91.00	$91.00	LS 12
6/1/21	2021275	Operating	Indianapolis Power and Light	$749.45	$749.45	LS 10
6/1/21	2021276	Operating	Indianapolis Power and Light	$363.70	$363.70	LS 9
6/1/21	2021277	Operating	Indianapolis Power and Light	$61.72	$61.72	LS 27
6/1/21	2021278	Operating	Indianapolis Power and Light	$57.45	$57.45	LS V V
6/1/21	2021279	Operating	Indianapolis Power and Light	$62.22	$62.22	LS 25
6/1/21	2021280	Operating	Indianapolis Power and Light	$79.12	$79.12	LS 24
6/1/21	2021281	Operating	Indianapolis Power and Light	$5,463.00	$5,463.00	LS 2
6/1/21	2021282	Operating	Vectren Energy Delivery/CenterPoi	$17.00	$17.00	LS 10
6/1/21	2021283	Operating	Vectren Energy Delivery/CenterPoi	$46.00	$46.00	LS 2
6/1/21	2021284	Operating	Vectren Energy Delivery/CenterPoi	$194.35	$194.35	Plant
				$1,425,708.62	$1,425,708.62	

ALLOWANCE OF CLAIMS

We have examined the claims listed on the foregoing Register of Claims, consisting of 3 pages, and except for claims not allowed as shown on the register, such claims are hereby allowed in the total amount of

$1,425,708.62

Docket Report Information

For the period 5/10/21-6/7/21

CIP - Proj 1802 Haver Way	$206,504.28
CIP - Proj 1902 Plant Expansion	$663,894.26
CIP-Lab software	$3,296.00
CIP - Proj 2103 Neighborhood Sewers	$22,473.25
CIP-Proj 2101 LEC Ext Prelim Design	$5,139.50
CIP-Plant Motor R4R	$19,035.72
CIP-Proj 1908 Neighborhood sewers	$57,409.00
CIP-Proj 1906 Outfall Const Admin	$288.75
	$978,040.76
District Insurance	$33,572.36
Treatment Flow to Carmel Utilities	$90,998.17
Other Expenses	$323,097.33
Total Claims	**$1,425,708.62**

Selected Statistics 2021	January	February	March	April	May	2021 Monthly Average	2021 YTD	2020 Total Through May
Maintenance Information								
Lateral Inspections	36	26	17	26	23	26	128	135
Certified I&I Inspections	24	26	34	38	36	32	158	117
Failed I&I Inspections	0	0	0	0	0	0.0	0	7
Sewer Locates	464	384	421	417	499	437	2,185	2,724
Manholes Added	62	3	0	14	2	16	81	20
Total # of Manholes	5,948	5,951	5,951	5,965	5,967	5,956	5,967	5,906
Manholes Inspected	203	481	808	342	120	391	1,954	1,899
Feet of Sewer Added	28,089	1,234	11	1,776	198	6,262	31,308	6,174
Total Footage of Sewers	1,699,903	1,701,137	1,701,148	1,702,924	1,703,122	1,701,647	1,703,122	8,378,458
Feet of Sewer Televised	17,293	0	4,425	18,367	29,062	13,829	69,147	133,826
Feet of Sewer Cleaned	0	180	0	0	0	36	180	5,626
Overflows	0	0	1	2	0	0.60	3	1.0
Feet of LPFM Cleaned	6,617	0	0	0	0	1,323	6,617	60,377
LS 1 to Carmel Utilities								
Rainfall/Precipitation (inches)	0.87	1.14	4.06	3.45	3.13	2.53	12.65	20.23
Total Flow (gallons)	54,031,909	46,768,362	65,551,000	49,290,097	55,723,745	54,273,023	271,365,113	311,793,825
Max Daily Flow (gallons)	2,842,113	3,136,724	3,102,000	2,256,748	2,590,619	N/A	3,136,724	4,551,181
Average Daily Flow (gallons)	1,742,965	1,670,299	2,114,548	1,643,003	1,797,540	1,793,671	8,968,355	10,253,801
Min Daily Flow (gallons)	1,374,527	1,291,312	1,445,000	1,004,331	1,361,808	N/A	1,004,331	1,231,340
TriCo WRRF								
Total Flow (gallons)	83,802,321	63,901,000	78,069,000	64,278,000	72,024,000	72,414,864	362,074,321	442,147,511
Max Daily Flow (gallons)	3,314,154	2,995,000	5,351,000	3,116,000	3,581,000	N/A	5,351,000	7,015,000
Average Daily Flow (gallons)	2,703,301	2,282,179	2,518,354	2,142,600	2,323,355	2,393,958	11,969,789	14,529,859
Min Daily Flow (gallons)	2,354,511	1,988,000	2,053,000	1,926,000	1,259,000	N/A	1,259,000	2,192,000
Total Flow to Both Plants	137,834,230	110,669,362	143,620,000	143,620,000	143,620,000	135,872,718	633,439,434	753,941,336
Biosolids Handling (gallons)								
Wasted (Biosolids)	1,273,800	1,237,400	1,252,090	1,208,200	1,152,300	1,224,758	6,123,790	7,664,700
Dewatered	548,000	395,000	398,000	398,000	363,000	420,400	2,102,000	3,224,000
Digested Sludge Withdrawn	700,000	744,000	615,000	711,000	784,000	710,800	3,554,000	4,402,000
Customer Information							**16,068**	
New Sewer Service Accounts	7	34	-4	17	24	16	78	119
Permits Issued	25	18	31	22	83	36	179	105

CAPITAL & CONSTRUCTION MEETING

Monday, June 7, 2021, at 4:30 p.m.
Memorandum

Mr. Pittman called the meeting to order at 4:31 p.m.

Members Present: Committee Chair Steve Pittman, members Amanda Foley and Jeff Hill. Others in attendance were Board member Eric Hand, Legal Counsel Anne Poindexter, Utility Director Andrew Williams, Engineering Manager Wes Merkle, Utility Engineer Ryan Hartman, and Administrative Assistant Maggie Crediford.

Public Comment
There was no one present from the public.

Dedications
Mr. Pittman said staff is recommending acceptance of the dedication of Bellevue sanitary sewers. There were no questions from the Committee. The Committee was in agreement with acceptance of the dedication.

Generator Sale
Mr. Pittman said staff is recommending approval of the sale of the old plant generator to Aqua Indiana, Inc for $77,500. There were no questions from the Committee. The Committee was in agreement with the sale of the generator.

#2103 Neighborhood Sewer Extension Construction Contract Award
Mr. Pittman said contingent upon approval of construction permits from IDEM, staff is recommending awarding #2103 Neighborhood Sewer Extension Construction Contract Award to TPI Utility Construction for $340,840 and postponing construction in Long Brook until one or more homeowners are ready to connect to sewers. Mr. Pittman questioned whether no one in Long Brook was interested in sewers. Mr. Merkle said one or two homes being built in Long Brook had previously requested sewer service but instead of waiting for service to be extended they went ahead and installed septic. Currently there are no property owners ready to connect to sewers and he would prefer not to put pipes in the ground until they will be utilized. There are still two easements needed to serve this area, one from the HOA and one from the neighboring apartment complex.

Mr. Hand asked for clarification of the meeting memo regarding US421 sewers, once gravity sewer is extended the low-pressure systems can be repurposed to extend service to nearby parcels not currently in our service area. Mr. Hand asked where geographically this area is, and how low-pressure grinder pump technologies can be repurposed, if the homeowners own the grinder pumps. Mr. Merkle said this is along Michigan Road between County Road 200 South and Countrywood. The west side of Michigan Road, including the Fox Run neighborhood of a few dozen homes, is currently HSE's service

area. It seems reasonable that TriCo will be asked to serve these properties at some point because nobody else has infrastructure close to this area. Property owners would need to put in a grinder system to access the main across the street. There are development plans at the corner of Michigan Road and County Road 200 South. Mr. Hand asked if the term repurposing refers to the lines and flow not individual grinder pumps. Mr. Merkle confirmed that was correct.

Mr. Hand asked for clarification on what permits are needed. Mr. Merkle said it refers to IDEM construction permits. Mr. Hand asked if once the project is started do individual homeowners need any additional permits from the Town of Zionsville. Mr. Merkle said individual homeowners need permits from TriCo to connect.

Mr. Hill asked for clarification regarding the IDEM permit and how long it is expected to take. Mr. Merkle said a permit is expected any day. Mr. Hill asked if the delay would cause any issues with the contractor having a claim for delay because the job will not be finished within the timeframe that was bid. Mr. Merkle said TPI is flexible and aware that permits have to be received prior to contract award. Mr. Hill asked if there is any staff concern about the variance in the bid prices. Mr. Merkle said he believes the TPI number is a fair market number and that Miller Pipeline was not seriously interested in the work so they put out an extremely high number just to bid. Other prospective bidders expressed concerns about meeting the proposed deadlines due to their existing workloads.

Mr. Pittman said at the June Zionsville Plan Commission meeting there are two interesting items on the agenda. The Zionsville Town Council asked to rezone the Caito property from residential to agriculture. The other item is Arbor homes filing a primary plat for the same property. Mr. Merkle said staff will be monitoring the outcome.

#1902 Plant Expansion Change Order 2
Mr. Merkle said Change Order 2 consists of several value engineering items. Material substitutions due to availability, and infrastructure enhancements which resulted in a net credit of $12,454.33. No action was needed by the Committee. Mr. Merkle said Thieneman is also asking for an extension in time along with Change Order 2. Mr. Merkle is pressing them on the time issue. Mr. Pittman asked how much additional time Thieneman is requesting. Mr. Merkle said 49 days and he is asking for more information supporting the need for a time extension.

Capital Project Updates
#1802 Haver Way Sewer Improvements- Project is complete.

#1902 TriCo WRRF Expansion- Mr. Merkle discussed progress on site. He would like to walk the Committee members through the plant sometime soon to see the progress and the process tanks before they go in service. Screening and conveyor equipment are under construction in the pretreatment building where some rework is being done. UV equipment and chemical feed pumps are finally online after many weeks of troubleshooting. Due to a lack of construction site dust control by Thieneman, one of the motors on the blowers that feeds air to the VLRs failed. When the equipment

representative was onsite checking the issue, they found the filters were completely full of construction dust and debris. The total bill is around $19,000. Mr. Merkle said he expects Thieneman to reimburse the Utility for those repairs due to their negligence by not controlling the dust on the jobsite to protect TriCo's equipment that was in operation during the construction.

#1906 Eagle Creek Outfall Sewer Expansion- Sewers are in service. Testing and restoration work is expected to be complete by the end of June.

#2002 Lift Station 2 Odor Control System Replacement- Work has begun, completion is expected by the end of June.

#2004 Lift Station 1- The new generator is online. Punch list work is expected to be complete this month. Mr. Williams said another utility is interested in purchasing the odor control unit that was taken out of service.

#2101 Little Eagle Creek Interceptor Extension- The proposed gravity sewer will help extend service to the northwest corner of our service area. Two property owners have agreed to discuss easement acquisitions. Staff is working with others. We're hopeful easements can be secured without condemnation. The project may go on hold pending Zionsville zoning and proposed development upstream.

#2102 Lift Station 16 Reconstruction- No update.

#2103 Long Brook, Bridlewood & Countrywood Sewer Extension- If construction contract is awarded by the Board, sewers should be complete and in service this fall, except for Long Brook which is being put on hold until there is interest from property owners.

Adjournment
The meeting Adjourned at 5:12 p.m.

Respectfully Submitted,

Wes Merkle
Engineering Manager

MEMORANDUM

To: **Board of Trustees**

From: **Wes Merkle**

Date: **June 9, 2021**

Subject: **Dedications**

Bellevue sanitary sewers are complete and ready for dedication. Staff recommends acceptance of these sewers.

Recommended Action: Accept the dedication of Bellevue sanitary sewers.

MEMORANDUM

To: **Board of Trustees**

From: **Wes Merkle**

Date: **June 9, 2021**

Subject: **Plant Generator Sale**

Last month the Board declared the old generator and related equipment as surplus upon its decommissioning. The new plant generator and automatic transfer switch are installed and operational, and the old equipment has been taken offline. Staff conducted a bidding process to sell the generator. Bids were received from two companies. The highest and best offer was by Aqua Indiana, Inc. for $77,500.

Recommended Action: Approve the sale of the old plant generator to Aqua Indiana, Inc. for $77,500.

MEMORANDUM

To: **Board of Trustees**

From: **Wes Merkle**

Date: **June 9, 2021**

Subject: **#2103 Neighborhood Sewer Extension Construction Contract Award**

The following bids were received on June 3 for the subject project:

TPI Utility Construction	$ 408,300
Miller Pipeline, LLC	$ 826,410

The budget for this year's neighborhood sewer extension project is $300,000. Staff included some additional money in the future for smaller projects extending sewers to estate lots as requests are received from individual homeowners. This year's project exceeds budget, as discussed earlier this year, because two areas were added to the scope of the project: 500 South and US 421.

The proposed project extends sewers to 106 properties in Long Brook, Bridlewood, Countrywood, 500 South, and north US 421. Bridlewood, Countrywood, East 500 South, and US 421 all have property owners requesting service. Service for properties along US 421 will eventually be via gravity sewer, however the timeline for gravity sewer is development driven and is currently unknown. Once gravity service is extended to this area, the low pressure sewer can be repurposed to offer service to other nearby parcels not currently in our service area.

Several Long Brook homeowners had requested service the last few years but have since proceeded with septic systems. The neighborhood still wants access to sewer, so staff completed design and permitting as a part of this project. Easement acquisition is ongoing. Staff recommends proceeding with sewer construction at a later date when one or more homeowners requests service. Construction costs for Long Brook were excluded from the above bid numbers.

Bids were broken down by neighborhood/area. If Long Brook is removed from this construction contract, TPI's bid is $340,840 and Miller's bid is $698,815. TPI Utility Construction was the lowest responsive and responsible bidder under any scenario considered.

As of June 9, we continue to wait for a construction permit approval from IDEM.

Recommended Action: Contingent upon approval of construction permits from IDEM, award the #2103 2021 Neighborhood Sewer Extension construction contract to TPI Utility Construction for $340,840, and postpone Long Brook construction until one or more homeowners are ready to connect to sewer.