



TriCo Regional Sewer Utility

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

Board of Trustees Meeting Agenda

Monday, July 11, 2022 @ 6:00 p.m.

TriCo WRRF

7236 Mayflower Park Drive, Zionsville, IN 46077

1. Roll Call
2. Public Comment
3. Memorandum,
 - a. June 13, 2022, Board Meeting
 - b. June 13, 2022, Executive Session
4. Approval of Claims Docket
5. Attorney's Report
6. Utility Director's Report
7. Committee Reports
 - a. Budget & Finance Committee
 - b. Personnel & Benefits Committee
 - c. Capital & Construction Committee
8. Old Business
 - a. Utility Director Salary
9. New Business
10. Adjourn



BOARD OF TRUSTEE MEETING

Monday, June 13, 2022, 6:00 p.m.

Memorandum

Mr. Mills called the meeting to Order at 6:08 p.m.

ROLL CALL

Present: President Carl Mills, Vice President Jeff Kimbell, Secretary Michael McDonald, members, Steve Pittman, Eric Hand, Chuck Ryerson, Amanda Foley, and Jeff Hill. Others in attendance were Utility Director Andrew Williams, Legal Counsel Anne Poindexter and Scott Wyatt, Engineering Manager Wes Merkle, Controller Cindy Sheeks and Administrative Assistant Maggie Crediford

Jane Merrill was absent.

PUBLIC HEARING SEWER USER RATE ORDINANCE 5-9-2022

Mr. Mills opened the public hearing at 6:08 p.m. There was no one present from the public. The public hearing was closed at 6:08 p.m.

APPROVAL OF MEETING MEMORANDUM

May 9, 2022, Board Memo

Mr. McDonald made a motion to approve the May 9, 2022, Board meeting memorandum. Mr. Ryerson seconded the motion, and it was unanimously approved.

May 9, 2022, Executive Session Memo

Mr. Hill made a motion to approve the May 9, 2022, Executive Session meeting memorandum. Mr. Pittman seconded the motion, and it was unanimously approved.

APPROVAL OF CLAIMS DOCKET

Ms. Sheeks said the only large monthly payment was for the bond and interest payment due July 1st. for \$685,010. Mr. Mills asked what the interest rate is on the bond. Ms. Sheeks said 2.843%. Mr. Mills said interest rates for bonds are currently at 4.5 to 5%.

Mr. Kimbell made a motion to approve the claims docket. Mr. Hill seconded the motion, and it was unanimously approved.

ATTORNEY'S REPORT

The attorneys had no report.

UTILITY DIRECTOR'S REPORT

Mr. Williams said Melissa Tetrack the new Customer Service Assistant started a few weeks ago. Jazmine Ealy the new Billing assistant started last Tuesday. Customer Service has been busy

with two new employees and one on vacation for a week and a half, but things have gone smoothly.

The new truck arrived. The dealer said he had to hide it on the lot because so many people were stopping and asking to purchase it.

Construction is finishing up at the plant. Seeding has been completed. Staff should see final numbers for the project next month, it is expected to come in under budget. Mr. McDonald asked if there are plans for a ribbon cutting ceremony. Mr. Williams said once everything is complete, we will be hosting a community open house with a ribbon cutting. He wants to make sure the odor control unit is fully operational.

Staff will host a booth at CarmelFest by the gazebo again this year.

Mr. McDonald asked which business was cited for a FOG violation. Mr. Williams said Jackie's Restaurant located on Michigan Road. Their business has grown but they have not updated their pretreatment devices to keep up with their growth. The restaurant has not worked with staff to make corrections. Testing has shown that they are in violation of discharge limits. Fees are now being issued per the ordinance.

COMMITTEE REPORTS

Budget & Finance Committee

Mr. McDonald said the Budget and Finance Committee did not meet.

Personnel & Benefits Committee

Mr. Kimbell said the Committee has met twice working on revisions to the proposed mid-year salary adjustments and updates to the step system. Mr. Kimbell anticipates having another meeting then sending a recommendation to Budget and Finance for review before making a recommendation to the Board for approval.

Capital & Construction Committee

Stationary generators for Lift Stations 11, 14 & 26

Ms. Foley made a motion to approve purchasing standby generators and automatic transfer switches from Interstate Power Systems, Inc. for \$184,952. Mr. Pittman seconded the motion, and it was unanimously approved.

Pump Replacement for Lift Stations 18, 20 & 21, and Impeller Upgrade for Lift Station 17

Ms. Foley made a motion to approve purchasing replacement pumps from Xylem Water Solutions USA, Inc. for \$103,356.17. Mr. Hill seconded the motion, and it was unanimously approved.

OLD BUSINESS

Second Reading of Sewer User Rate Ordinance 05-9-2022.

Mr. Mills gave the second reading of Sewer User Rate Ordinance 05-9-2022 an Ordinance establishing Utility wide schedule of monthly user rates, late fees, connection fees, interceptor

fees, application fees, reinspection fees and charges to be collected from the owners of property served by the sewage works of the Utility and matters connected therewith, replacing Ordinance 05-10-2021-R.

Mr. Pittman made a motion to approve Ordinance No. 05-9-2022. Mr. Kimbell seconded the motion, and it was unanimously approved.

Mr. Wyatt asked the Board to consider a motion to delay the implementation of the new rates until August 1, 2022, as it relates to balanced billing adjustments. Mr. Williams had indicated to him that there may be an operational issue with the meter readings. Ms. Sheeks explained the billing staff is working with a new software system and the programmers to make sure that reads received from Carmel Utilities and Citizens are accurate to implement balanced billing on July 1, 2022. It's not a certainty that a delay is needed but there is a possibility.

Mr. Pittman made a motion to give staff the discretion needed to delay billing on the new ordinance up to but no later than August 1, 2022. If the software is ready by July 1, 2022, staff has discretion to bill the new rates at that time. Mr. Hand seconded the motion, Mr. McDonald asked if it is delayed to August would rate payers see a significantly higher bill at that time. Ms. Sheeks said no, balanced billing and rate increases are always done simultaneously. The rate increase is not the issue, it is receiving accurate reads for the customers prior winter usage and adjusting their rate for those prior six months. The motion was unanimously approved.

Mr. Hill asked who is affected by balanced billing. Ms. Sheeks said each year residential billing is adjusted for customers average water usage from November to April and the next 12 months of billing is based off that usage. Commercial reads are billed on actual usage collected each month not balanced billing.

Easement Acquisition

Mr. Wyatt said Arbor Homes is looking to extend service to a new development. An alternative proposal has been made eliminating the need to acquire easements through condemnation at this time, if the Board would like to move forward with the alternative proposal no action is needed regarding the condemnation of easements at this time. The Board took no action regarding easements.

NEW BUSINESS

Mr. Mills mentioned that he attended the Utility's 47th Anniversary Recognition with staff a couple of weeks ago and enjoyed treats from the Kona Ice Truck with staff.

Mr. Williams gave an update on what he has learned about the plans to add sewer and water service the Baker's Corner. He will continue to monitor the progress and keep in touch with the parties to see if there is any need or desire for assistance from TriCo.

ADJOURNMENT

Mr. Pittman made a motion to adjourn the meeting. Mr. Ryerson seconded the motion, the meeting adjourned at 6:29 p.m.

The next Board of Trustees Meeting is scheduled for Monday, July 11 at 6:00 p.m.

Respectfully submitted, \

A handwritten signature in black ink that reads "Andrew Williams". The signature is written in a cursive style with a large, stylized 'A' and 'W'.

Andrew Williams
Utility Director

Approved:

_____ as Presented
_____ as Amended

Michael McDonald, Secretary

Carl Mills, President



Executive Session of the Board of Trustees

Monday, June 13, 2022, 5:30 p.m.
Memorandum

Mr. Mills called the meeting to Order at 5:30p.m.

ROLL CALL

Present: President Carl Mills, Vice President Jeff Kimbell, Treasurer Jane Merrill, Secretary Michael McDonald, members, Steve Pittman, Eric Hand, Chuck Ryerson, Jeff Hill, Amanda Foley and Legal Counsel Anne Poindexter, Utility Director Andrew Williams, Controller Cindy Sheeks, Engineering Manager Wes Merkle, Collections Superintendent Aaron Strong, Plant Superintendent Scot Watkins and Administrative Assistant Maggie Crediford

The Board discussed litigation in compliance with (IC5-14-1.5-6.1(b)(9)). Mr. Mills closed the Executive Session. It is certified that no matters other than possible litigation were discussed in the Executive Session.

Respectfully submitted,

Michael McDonald
Secretary

The TriCo Connection

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MONTHLY NEWSLETTER

FINANCIAL UPDATE- CINDY SHEEKS

In May 2022, total revenue was \$654,283. It is \$8,000 above revenue from April 2022, and \$1,979 above sales in May 2021. YTD the revenue collections are \$3,204,477 of the annual budget of \$7,759,350, or 41.3%. Residential income was \$435,413 during the month, \$14,480 higher than May 2021. Commercial sales totaled \$191,070 in May 2022, \$8,780 below sales in May 2021. The Other Revenue category (late fees, application fees, plan review fees) was \$19,210 in May. The Other Income category (interest, gains on asset disposal, miscellaneous revenue) was \$8,590 during the month.

Total operating expenses were \$563,111.17 in May. YTD spending is 44.90% of the 2022 Operating Budget of \$5,803,897. Total May 2022 spending was \$159,644 higher than expenses in May 2021. Wages and benefits spending totaled \$243,195 during the month. Administration spending was \$69,782 during May. Treatment costs totaled \$193,697 and collection costs totaled \$56,437 during the month.

Net income in May was \$-51,109 after depreciation and amortization of CIAC. May 2021 net income totaled \$125,333.

Spending Breakdown in May:

Wages	43.19%
Administration	12.39%
Treatment Costs	34.40%
Collection Costs	10.02%

Interceptor fees collected in May were \$30,196. YTD is \$119,714. EDU fees collected during May were \$68,502. YTD is \$432,209.

Cash generated for May shows an increase in all funds of \$484,296. Capital spending during the month for the plant expansion was \$12,188. Additional capital spending during the month Cash on hand as of May 30, 2022, was \$12,467,454. The balances in the funds are listed below:

Operating	\$7,529,450
Interceptor	\$-51,034
Plant Expansion	\$2,695,008
Operating Reserve	\$519,252
Reserve for Replacement	\$-54,102
2020 Bond Funds	<u>\$1,828,879</u>
Total	\$12,467,455

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Calendar of Events

July 11	Board Meeting	6:00 p.m.
July 22	B&F Meeting	7:30 a.m.
July 27	P&B Meeting	7:30 a.m.
August 1	C&C Meeting	4:30 p.m.

ENGINEERING & CONSTRUCTION - WES MERKLE

ENGINEERING & CONSTRUCTION - WES MERKLE

Staff completed 310 locates, 30 I&I inspections and 31 lateral inspections in June. There were no failed I&I inspections. 2,051 locate requests were received and reviewed. Brandon assisted with lab work and completed most lateral and I&I inspections. Nate completed most locates. Nate began collecting force main locating data using new GPS equipment. Eric inspected sewer installation at Towns at Appaloosa. He also reviewed and drafted a punch list for Jackson's Grant Section 8. Tristan assisted Engineering with inspection work at Towns at Appaloosa. Albany Village and Asherwood sewers await testing and punch list work. Sewer installation began at The Edge. Jeff began inspecting sewer installation at Waterfront. He also added data on over 1,000 older laterals into the asset management system. Ryan continued guiding numerous private development and road improvement projects through plan review. Multiple projects are progressing towards construction. He is finishing his review of Carmel's new comprehensive plan and its potential impacts on our master planning.

Ryan and Wes reviewed preliminary plan submittals for Lift Station 8 and 16 reconstruction as well as Lift Station 26 parallel force main. The Little Eagle Creek Interceptor Extension project has been put on hold pending service requests in Union Township. On the plant expansion project, the new grit removal system is finally online. Crews installed new plating systems over the grit tanks and the influent splitter. Punch list work continues. Wes is reviewing and negotiating change requests.

CarmelFest 2022-

TriCo hosted a booth at CarmeFest on July 3 & 4. As always the booth had a great turnout and customers and visitors were excited to spin the wheel and win one of our many outreach prizes. Staff members spent time educating people on the importance of not putting items down their drains that we don't want entering the collections system, as well as helping homeowners understand what items can facilitate the need for costly repairs to their own plumbing. Thank you to Shaun, Robb, Jazmine, Carter, Tristin, Daniel, Jacob, Bob, and Maggie for their help with the booth.



COLLECTIONS UPDATE- AARON STRONG

Collections staff completed the 2022 manhole inspection cycle with 403 inspections completed in the month in June. Dan and Tristin inspected 2,000 manholes, generating 134 corrective action tasks in Cartegraph. These tasks help fight Inflow and Infiltration (I&I) and keep our outside plant infrastructure clean and accessible.

Matt and Brian pulled and rebuilt plant lift station pump #2 after repeated seal failure alarms. This Hydromatic pump received upper and lower seals and bearings, the pump was returned to service with minimal down time. Annual pump inspections continue with 29 of the 54 lift station pumps completed in June. Collections took delivery of new Flygt pumps for Lift Stations 18, 20 and 21 as part of the 2022 capital pump replacement project. Staff has already installed 2 of these pumps at Lift Station 18.

Staff responded to four customer assistance requests this month, all issues were isolated to the customers lateral. Collections responds to these calls to verify our mains and manholes are flowing unimpeded and to provide homeowners with next steps in their time of need.

Collections on-call personnel fielded two lift station power outages; Lift Station #16 suffered a fault in the secondary power to the station. A temporary was laid on the ground and a permanent restoration was performed by a contractor. A squirrel got into the pole mounted transformers at Lift Station #24. Staff was able to provide generator power to maintain service at both stations until corrective repairs were made by the power providers.

EMPLOYEE SPOTLIGHT- JAZMINE EALY

Jazmine has lived in Indianapolis her whole life, in her spare time she likes to craft, customize cups and glasses, and spend time at different nature parks around Indy. She enjoys spending time with her two boys who play basketball and two girls who enjoy gymnastics and cheerleading. Jazmine has 7 years of customer service experience, 2 years of collections experience and 6 years' experience working in the finance industry. Please welcome Jazmine to our Customer Service Team.



SAFETY UPDATE - LOREN PRANGE

No injuries were reported this month and we are at 155 days without a loss time accident. Loren and Scot attended the IWEA Safety Meeting for June.

Facility staff improved and updated several safety signs around the plant. These improvements were recommended in the 2022 safety audit. The improvements included Exit, Not An Exit, Used Oil and updated Diesel Storage signs.

A safety tailgate for June was on the need to get adequate sleep each night and the importance of an annual checkup.

PLANT UPDATE- SCOT WATKINS

IDEM showed up at the Water Resource Recovery Facility on June 28 to conduct the annual inspection. It was a near perfect inspection with satisfactory ratings for all items except for one marginal rating under "Collection System" as a result of a one maintenance-related overflow in the past 12 months. The overflow was the result of an Air Release Valve sticking open ever so slightly and filling the valve vault and seeping into the soil. Staff performs full maintenance on all ARVs annually, but there was so debris in the sewage that got stuck in the valve. This is one of the reasons we continue our outreach and education efforts stressing what debris should not be flushed.

Staff completed 393 maintenance tasks at the plant, which included the biannual Pre-Treatment gear reducer oil changes. The Post Air and Non-Potable structures were taken down for cleaning and inspection. The Cerlic TSS sensors were replaced on Vertical Loop Reactors 1-4. The Orbal Oxidation Ditch maintenance and cleaning was completed. This process will be maintained and ready to be placed back on-line when the additional capacity is needed. Plant staff converted old lights in the Pretreatment Building to brighter, high efficiency LED lights.

One hundred and twenty-two pump outs have been logged and account for over 49,894 gallons of FOG being prevented from entering the system this month. No sampling violation occurred. Began Shaun is working with Engineering on a broken cleanout at Hino Oishi, buried sample pit at Appaloosa Crossing, and several issues at the Hertz building on Haver Way.

The laboratory performed 308 CBOD5 tests, 200 Total Suspended Solids (TSS) tests, 150 Phosphorus & Ammonia tests, 27 Total Nitrogen tests & 52 E coli tests. Monthly Method Detection Limit studies were completed on TSS, Phosphorus and Ammonia. Our laboratory was inspected by the Indiana Water Environmental Association (IWEA) Laboratory Committee for the Excellence Award; we will be receiving the award for the 17th year in a row. Bob attended IWEA Lab meeting and performed two lab audits.

Birthdays

Robert Mendoza	July 5
Daniel Rossman	July 14
Maggie Crediford	July 31

Payment date	Check number	Bank name	Payee name	Amount	Amount Allowed	Description
6/10/2022	17884	Operating	Brian Vaughn	\$65.52	\$65.52	Mileage
6/10/2022	17886	Plant Expans	Huntington Public Cap Corp	\$685,010.00	\$685,010.00	2022 Bond interest & principal payment
6/13/2022	17887	Operating	Indiana Members Credit Union	\$653.86	\$653.86	HSA Contribution - Ealy
6/13/2022	17889	Operating	Indiana Members Credit Union	\$692.32	\$692.32	HSA Contribution-Tetrick
6/16/2022	17890	Operating	Cindy Sheeks	\$30.02	\$30.02	Mileage, card
6/17/2022	17891	Operating	Carmel Utilities	\$250.00	\$250.00	Refund-Operators class
6/20/2022	17892	Operating	Brian Vaughn	\$32.76	\$32.76	Mileage reim-LS 16
6/20/2022	17893	Operating	Robert Mendoza	\$18.56	\$18.56	Mileage to wastewater class
6/21/2022	17894	Operating	Carmel Utilities	\$236.57	\$236.57	LS 2
6/21/2022	17894	Operating	Carmel Utilities	\$29.89	\$29.89	LS 26
6/21/2022	17894	Operating	Carmel Utilities	\$14.70	\$14.70	LS 2
6/21/2022	17895	Operating	Kinetrex Energy	\$797.17	\$797.17	Plant gas
6/21/2022	17896	Operating	Paymentus Group, Inc.	\$19.90	\$19.90	NSF Fees
6/21/2022	17897	Operating	Carter Kaminski	\$79.14	\$79.14	Mileage-6-11-6/16
6/22/2022	17898	Operating	Indiana Bureau of Motor Vehicles	\$15.00	\$15.00	Title and registration - 2022 Chevy Silvera
6/22/2022	17899	Operating	ADRIENNE ARONSON-WHITE	\$28.01	\$28.01	REFUND-13710 AMBLEWIND PL
6/22/2022	17900	Operating	BRIAN WORTH	\$14.38	\$14.38	REFUND-3222 WILLOW BEND TRAIL
6/22/2022	17901	Operating	GREG WAPLES	\$11.64	\$11.64	REFUND-2974 PALACE CT
6/22/2022	17902	Operating	JEFFREY OR PHYLLIS DURBORC	\$22.63	\$22.63	REFUND-4046 TEAGUE PLACE
6/22/2022	17903	Operating	JEFFREY SCHRANER	\$8.67	\$8.67	REFUND-12054 EAGLETREE CT
6/22/2022	17904	Operating	KENT SHAFFER BUILDERS	\$15.72	\$15.72	REFUND-1609 MAIRN AVE
6/22/2022	17905	Operating	LINDA MARTIN	\$121.94	\$121.94	REFUND-1105 AQUEDUCT WAY
6/22/2022	17906	Operating	LISA DERRINGER	\$15.78	\$15.78	REFUND-11341 ABERCAIRN CT
6/22/2022	17907	Operating	MARGARITA GONZALEZ	\$47.83	\$47.83	REFUND-277 POKAGON DR
6/22/2022	17908	Operating	MARY GORDEN	\$28.00	\$28.00	REFUND-9613 TURNBERRY CT
6/22/2022	17909	Operating	MICHAEL KASTER	\$163.61	\$163.61	REFUND-10665 KINGS MILL DR
6/22/2022	17910	Operating	MICHAEL MANLICK	\$124.04	\$124.04	REFUND-13011 SOUTHAMPTON
6/22/2022	17911	Operating	NIMMI MANALLOOR	\$19.45	\$19.45	REFUND-12325 AMS COURT
6/22/2022	17912	Operating	TARA FLECK	\$23.22	\$23.22	REFUND-2720 STILL CREEK
6/28/2022	17913	Operating	Carmel Clay Parks Department	\$14,974.66	\$14,974.66	Refund-Splash Pad water usage
6/30/2022	17914	Operating	Robert Mendoza	\$21.41	\$21.41	Mileage
6/30/2022	17915	Operating	Indiana Department of Environment	\$30.00	\$30.00	Wastewater Operator Exam - Class I
6/30/2022	17916	Operating	Brandon Woolf	\$30.00	\$30.00	Cell phone
6/30/2022	17917	Operating	Eric Luis Delacruz	\$30.00	\$30.00	Cell phone
6/30/2022	17918	Operating	Jeffrey Martin	\$30.00	\$30.00	Cell phone
6/30/2022	17919	Operating	Nathan Crowder	\$30.00	\$30.00	Cell phone
6/30/2022	17920	Operating	Andrew Williams	\$60.84	\$60.84	Mileage reim
6/30/2022	17921	Operating	Amanda Foley	\$200.00	\$200.00	June board meetings
6/30/2022	17922	Operating	Carl S. Mills	\$300.00	\$300.00	June board meeting
6/30/2022	17923	Operating	Charles Ryerson	\$150.00	\$150.00	June board fees
6/30/2022	17924	Operating	Eric Hand	\$150.00	\$150.00	June board fees
6/30/2022	17925	Operating	Jane B. Merrill	\$100.00	\$100.00	June board fees
6/30/2022	17926	Operating	Jeff Hill	\$150.00	\$150.00	June board fees
6/30/2022	17927	Operating	Jeffrey Kimbell	\$150.00	\$150.00	June board fees
6/30/2022	17928	Operating	Michael A. McDonald	\$200.00	\$200.00	June board fees
6/30/2022	17929	Operating	Steve Pittman	\$200.00	\$200.00	June board fees
7/5/2022	17930	Operating	Jacob McDonald	\$5.00	\$5.00	Reim- ice
7/6/2022	17931	Operating	MAXWELL BOWLING	\$16.87	\$16.87	Refund-938 Bristol Rd
7/6/2022	17932	Operating	BRAD JOBE	\$20.40	\$20.40	Refund-4518 Windchase Circle
7/6/2022	17933	Operating	JOE GASSER	\$27.79	\$27.79	REFUND-1059 TIMBERCREEK #12
7/6/2022	17934	Operating	JOHN LU	\$11.75	\$11.75	REFUND-3177 WHISPERING PINES
7/6/2022	17935	Operating	Aaron Strong	\$911.04	\$911.04	Reim- plant fencing
7/6/2022	17936	Operating	AFLAC	\$561.03	\$561.03	Employee deductions
7/6/2022	17937	Operating	Alfa Laval, Inc	\$7,912.09	\$7,912.09	Plant R & M
7/6/2022	17938	Operating	Altman, Poindexter & Wyatt, LLC	\$1,552.50	\$1,552.50	Legal fees
7/6/2022	17939	Operating	Ameri-Turf	\$130.95	\$130.95	Line maintenance
7/6/2022	17939	Operating	Ameri-Turf	\$5.95	\$5.95	Line maintenance
7/6/2022	17939	Operating	Ameri-Turf	\$4.50	\$4.50	Sod
7/6/2022	17939	Operating	Ameri-Turf	\$36.50	\$36.50	Line maintenance
7/6/2022	17940	Operating	Bee Green Lawn & Plant Health	\$96.30	\$96.30	Mulch PreEmergent
7/6/2022	17940	Operating	Bee Green Lawn & Plant Health	\$101.65	\$101.65	Plant Health Treatment 2
7/6/2022	17940	Operating	Bee Green Lawn & Plant Health	\$143.92	\$143.92	Summer Organic Lawn Care treatment
7/6/2022	17940	Operating	Bee Green Lawn & Plant Health	\$101.65	\$101.65	Plant Health Care Treatment 1
7/6/2022	17941	Operating	Biomonitor	\$2,200.00	\$2,200.00	Sewer sampling

Payment date	Check number	Bank name	Payee name	Amount	Amount Allowed	Description
7/6/2022	17942	Operating	BL Anderson Company, Inc.	\$2,367.71	\$2,367.71	Lift Station R & M
7/6/2022	17943	Operating	Black Tie Courier	\$550.00	\$550.00	Courier fees
7/6/2022	17944	Operating	Brehob Corporation	\$743.87	\$743.87	Plant R & M
7/6/2022	17945	Operating	Brown Equipment Company	\$993.74	\$993.74	Equipment repairs
7/6/2022	17946	Operating	Carmel Utilities	\$653.87	\$653.87	Sewer cleaning
7/6/2022	17947	Operating	Carmel Utilities	\$1,057.50	\$1,057.50	June reads
7/6/2022	17947	Operating	Carmel Utilities	\$81,554.25	\$81,554.25	June flow
7/6/2022	17948	Operating	Carmel Utilities	\$44.03	\$44.03	Stormwater
7/6/2022	17949	Operating	Commonwealth Engineers, Inc	\$20,160.00	\$20,160.00	CIP-Proj 2202
7/6/2022	17950	Operating	Concentra Health Services, Inc - CM	\$60.00	\$60.00	Testing fees
7/6/2022	17951	Operating	Connect Electric Inc	\$2,275.00	\$2,275.00	Plant R & M
7/6/2022	17952	Operating	Dickinson Fleet Services, LLC	\$959.14	\$959.14	Repairs 2011 FREI
7/6/2022	17953	Operating	Doxim	\$4,543.12	\$4,543.12	Billing services
7/6/2022	17953	Operating	Doxim	\$5,995.81	\$5,995.81	Postage
7/6/2022	17954	Operating	Environmental Resource Associates	\$651.82	\$651.82	Sewer sampling
7/6/2022	17955	Operating	Fastenal Company	\$206.63	\$206.63	Customer outreach
7/6/2022	17955	Operating	Fastenal Company	\$136.67	\$136.67	Plant R & M
7/6/2022	17956	Operating	Fedex	\$166.00	\$166.00	Postage for delivery
7/6/2022	17957	Operating	Fluid Waste Services, Inc.	\$6,326.75	\$6,326.75	Plant R & M
7/6/2022	17957	Operating	Fluid Waste Services, Inc.	\$7,843.25	\$7,843.25	Plant R & M
7/6/2022	17958	Operating	Grainger	\$337.58	\$337.58	Plant R & M
7/6/2022	17958	Operating	Grainger	\$31.20	\$31.20	Plant R & M
7/6/2022	17959	Operating	IT Indianapolis/Core	\$10,194.96	\$10,194.96	Monthly IT costs
7/6/2022	17959	Operating	IT Indianapolis/Core	\$1,025.45	\$1,025.45	Azure
7/6/2022	17960	Operating	Maddox Industrial Group, Inc.	\$2,450.00	\$2,450.00	LS 2 Bypass pump gas line relocation
7/6/2022	17961	Operating	Mattingly Concrete, Inc	\$16,445.50	\$16,445.50	CIP-LS Driveway paving
7/6/2022	17962	Operating	Merrell Brothers, Inc.	\$11,800.14	\$11,800.14	Disposal
7/6/2022	17962	Operating	Merrell Brothers, Inc.	\$164.00	\$164.00	Disposal
7/6/2022	17963	Operating	Motion Industries	\$704.95	\$704.95	Plant R & M
7/6/2022	17964	Operating	Nalco Water Pretreatment Solutions	\$189.81	\$189.81	Sewer sampling
7/6/2022	17964	Operating	Nalco Water Pretreatment Solutions	\$251.36	\$251.36	Sewer sampling
7/6/2022	17964	Operating	Nalco Water Pretreatment Solutions	\$204.30	\$204.30	Sewer sampling
7/6/2022	17965	Operating	Neenah Foundry Co.	\$3,994.39	\$3,994.39	Manhole raising
7/6/2022	17966	Operating	Occupational Health Centers of the	\$113.50	\$113.50	Testing fees
7/6/2022	17967	Operating	Office Depot	\$9.99	\$9.99	Letter holder
7/6/2022	17967	Operating	Office Depot	\$18.39	\$18.39	Index cards
7/6/2022	17967	Operating	Office Depot	\$22.99	\$22.99	Liners
7/6/2022	17967	Operating	Office Depot	\$34.39	\$34.39	Single wall file
7/6/2022	17967	Operating	Office Depot	\$34.39	\$34.39	file single wall mesh
7/6/2022	17967	Operating	Office Depot	\$34.68	\$34.68	Office supplies
7/6/2022	17967	Operating	Office Depot	\$109.77	\$109.77	Keyboards and mice
7/6/2022	17968	Operating	Office Pride	\$2,165.00	\$2,165.00	Office cleaning
7/6/2022	17969	Operating	Ogletree Deakins	\$1,411.65	\$1,411.65	Legal fees
7/6/2022	17970	Operating	PFM Truck & Car Care Center	\$467.74	\$467.74	Vehicle R & M
7/6/2022	17971	Operating	Range Kleen Mfg., Inc.	\$660.00	\$660.00	Fat trapper bags
7/6/2022	17972	Operating	Red Wing Business Advantage Acc	\$300.00	\$300.00	Boots - Woolf
7/6/2022	17973	Operating	Runyon Equipment Rental	\$772.15	\$772.15	Lift Station R & M
7/6/2022	17973	Operating	Runyon Equipment Rental	\$772.15	\$772.15	Backhoe rental
7/6/2022	17974	Operating	Shrewsbury & Associates, LLC	\$3,060.00	\$3,060.00	Cons Insp-Asherwood
7/6/2022	17974	Operating	Shrewsbury & Associates, LLC	\$3,060.00	\$3,060.00	Cons Insp-JG Sect 8
7/6/2022	17975	Operating	Simplifile	\$2,970.00	\$2,970.00	Filing fees
7/6/2022	17976	Operating	T&T Sales and Promotions	\$1,350.00	\$1,350.00	T shirts for Carmelfest
7/6/2022	17977	Operating	Taylor Oil Company, Inc.	\$17.36	\$17.36	DEF
7/6/2022	17977	Operating	Taylor Oil Company, Inc.	\$3,738.12	\$3,738.12	Fuel
7/6/2022	17977	Operating	Taylor Oil Company, Inc.	\$150.00	\$150.00	Omala S2
7/6/2022	17978	Operating	TNTechnical LLC	\$1,300.00	\$1,300.00	Lift Station R & M
7/6/2022	17979	Operating	Tristin Gardner	\$179.00	\$179.00	Mileage reimbursement
7/6/2022	17980	Operating	Utility Supply Company	\$39.70	\$39.70	Line maintenance
7/6/2022	17980	Operating	Utility Supply Company	\$287.76	\$287.76	Less credit memo -78.00
7/6/2022	17980	Operating	Utility Supply Company	\$439.52	\$439.52	Manhole repairs
7/6/2022	17981	Operating	Vasey Commercial Heating & AC, Inc	\$252.00	\$252.00	PM LS 21
7/6/2022	17981	Operating	Vasey Commercial Heating & AC, Inc	\$252.00	\$252.00	PM LS 23
7/6/2022	17981	Operating	Vasey Commercial Heating & AC, Inc	\$252.00	\$252.00	PM LS 7
7/6/2022	17981	Operating	Vasey Commercial Heating & AC, Inc	\$252.00	\$252.00	PM LS 10

Payment date	Check number	Bank name	Payee name	Amount	Amount Allowed	Description
7/6/2022	17981	Operating	Vasey Commercial Heating & AC, Inc	\$252.00	\$252.00	PM LS 2
7/6/2022	17981	Operating	Vasey Commercial Heating & AC, Inc	\$252.00	\$252.00	PM LS 14
7/6/2022	17981	Operating	Vasey Commercial Heating & AC, Inc	\$252.00	\$252.00	PM LS 1
7/6/2022	17981	Operating	Vasey Commercial Heating & AC, Inc	\$528.00	\$528.00	PLANT PM
7/6/2022	17981	Operating	Vasey Commercial Heating & AC, Inc	\$252.00	\$252.00	PM LS 26
7/6/2022	17982	Operating	White's Ace Hardware-Carmel	\$7.18	\$7.18	Auto fuse amp
7/6/2022	17983	Operating	Zionsville Park & Recreation Department	\$250.00	\$250.00	Creekfest Sponsorship
7/6/2022	17984	Reserve for F	Donohue	\$7,000.00	\$7,000.00	CIP-Proj 2205 LS 14 Control Panel
7/6/2022	17985	Reserve for F	Fac Waterworks, LLC	\$2,705.00	\$2,705.00	Plug Valves
7/6/2022	17986	Reserve for F	Xylem Water Solutions USA Inc	\$68,183.06	\$68,183.06	CIP - Impeller replacement - LS 17, 18, 20
7/6/2022	17986	Reserve for F	Xylem Water Solutions USA Inc	\$2,926.00	\$2,926.00	CIP -R4R - New power cable for SHT1 Pump
7/6/2022	17986	Reserve for F	Xylem Water Solutions USA Inc	\$1,818.43	\$1,818.43	CIP-Lift Station 2
7/6/2022	17987	Interceptor	GRW	\$3,937.00	\$3,937.00	CIP-Proj 2101 LEC Interceptor
7/6/2022	17987	Interceptor	GRW	\$15,150.00	\$15,150.00	CIP-Proj 2207
7/6/2022	17987	Interceptor	GRW	\$5,400.00	\$5,400.00	CIP-Proj 2208
6/13/2022	2022353	Operating	Empower Retirement (Hoosier STA	\$9,340.29	\$9,340.29	410a, 457b, Roth
6/13/2022	2022354	Operating	ADP	\$71,890.27	\$71,890.27	Payroll PPE 6/10/22
6/10/2022	2022355	Operating	ADP	\$145.74	\$145.74	ADP Workforce Now
6/9/2022	2022356	Operating	Duke Energy	\$361.21	\$361.21	LS 11
6/27/2022	2022357	Operating	IPL	\$6,276.77	\$6,276.77	LS 2
6/21/2022	2022358	Operating	IPL	\$478.68	\$478.68	LS 9
6/21/2022	2022359	Operating	IPL	\$959.02	\$959.02	LS 10
6/21/2022	2022360	Operating	IPL	\$107.01	\$107.01	LS 12
6/21/2022	2022361	Operating	IPL	\$591.27	\$591.27	LS 8
6/21/2022	2022362	Operating	IPL	\$125.82	\$125.82	LS 3
6/16/2022	2022363	Operating	IPL	\$51.96	\$51.96	LS 18
6/21/2022	2022364	Operating	IPL	\$77.38	\$77.38	LS 20
6/21/2022	2022365	Operating	IPL	\$47.37	\$47.37	LS 22
6/22/2022	2022366	Operating	IPL	\$92.92	\$92.92	LS 24
6/21/2022	2022367	Operating	IPL	\$52.45	\$52.45	LS 25
6/21/2022	2022368	Operating	IPL	\$59.42	\$59.42	LS V V
6/22/2022	2022369	Operating	IPL	\$90.53	\$90.53	LS 27
6/21/2022	2022370	Operating	Citizens Energy Group	\$173.34	\$173.34	LS 17
6/21/2022	2022371	Operating	Citizens Energy Group	\$97.42	\$97.42	PLANT
6/22/2022	2022372	Operating	Mutual of Omaha	\$4,266.09	\$4,266.09	H ins- July 2022
6/24/2022	2022373	Operating	CenterPoint Energy/Vectren Energy	\$58.57	\$58.57	LS 2
6/24/2022	2022374	Operating	CenterPoint Energy/Vectren Energy	\$19.54	\$19.54	LS 10
6/22/2022	2022375	Operating	AT & T	\$1,361.76	\$1,361.76	Internet service
6/24/2022	2022376	Operating	ADP	\$282.23	\$282.23	Payroll/Time & Attendance
6/27/2022	2022377	Operating	ADP	\$77,704.52	\$77,704.52	Payroll PPE 6/24/22
6/27/2022	2022378	Operating	Empower Retirement (Hoosier STA	\$9,770.16	\$9,770.16	401a, 457B, Roth PPE 6/24/22
6/30/2022	2022379	Operating	Citizens State Bank	\$20.00	\$20.00	June service fee
7/5/2022	2022380	Operating	ADP	\$157.09	\$157.09	Workforce Now
7/5/2022	2022381	Operating	Indiana Public Employers	\$33,985.53	\$33,985.53	H ins-July 2022
6/19/2022	2022382	Operating	AT&T Mobility	\$3,597.14	\$3,597.14	Employee cell phone
6/19/2022	2022383	Operating	Comcast	\$216.10	\$216.10	Backup Internet
7/1/2022	2022384	Operating	Globe Life	\$88.08	\$88.08	Employee deductions
7/1/2022	2022385	Operating	LogMein USA, Inc.	\$722.85	\$722.85	Phone service
6/29/2022	2022386	Operating	Republic Services #761	\$713.05	\$713.05	Trash service
6/30/2022	2022387	Operating	Amazon Capital Services	\$142.59	\$142.59	Lift Station R & M
6/30/2022	2022387	Operating	Amazon Capital Services	\$269.99	\$269.99	Cooling fan
6/30/2022	2022387	Operating	Amazon Capital Services	\$31.98	\$31.98	Phone case
6/30/2022	2022387	Operating	Amazon Capital Services	\$414.95	\$414.95	Equipment repairs
6/30/2022	2022388	Operating	Citizens State Bank	\$1,086.09	\$1,086.09	June service fee
7/6/2022	2022389	Operating	Duke Energy	\$295.16	\$295.16	LS 19
7/11/2022	2022390	Operating	Duke Energy	\$380.88	\$380.88	LS 11
7/13/2022	2022391	Operating	Duke Energy	\$28,699.30	\$28,699.30	PLANT
7/8/2022	2022392	Operating	Duke Energy	\$1,116.89	\$1,116.89	LS 14
7/14/2022	2022393	Operating	Duke Energy	\$511.45	\$511.45	LS 23
7/5/2022	2022394	Operating	Duke Energy	\$164.38	\$164.38	LS 5
7/5/2022	2022395	Operating	Duke Energy	\$674.87	\$674.87	LS 26
7/5/2022	2022396	Operating	Duke Energy	\$271.68	\$271.68	LS 21
7/5/2022	2022397	Operating	Duke Energy	\$1,869.31	\$1,869.31	LS 1
7/1/2022	2022398	Operating	Duke Energy	\$60.70	\$60.70	LS 6

Payment date	Check number	Bank name	Payee name	Amount	Amount Allowed	Description
7/11/2022	2022399	Operating	Duke Energy	\$1,387.95	\$1,387.95	LS 17
7/13/2022	2022400	Operating	Duke Energy	\$375.19	\$375.19	LS 16
6/30/2022	2022401	Operating	PNC	\$12,493.63	\$12,493.63	Credit card charges
				\$1,311,987.42	\$1,311,987.42	
ALLOWANCE OF CLAIMS						
We have examined the claims listed on the foregoing Register of Claims, consisting of 4 pages, and except for claims not allowed as shown on the register, such claims are hereby allowed in the total amount of						
			\$1,311,987.42			

Docket Report Information

For the period 06/10/2022-07/13/2022

CIP-Proj 2202	\$20,160.00
CIP-LS Driveway paving	\$16,445.50
CIP-Proj 2205 LS 14 Control Panel	\$7,000.00
CIP - Impeller replacement - LS 17, 18, 20 and 21	\$68,183.06
CIP -R4R - New power cable for SHT1 Pump	\$2,926.00
CIP-Lift Station 2	\$1,818.43
CIP-Proj 2101 LEC Interceptor	\$3,937.00
CIP-Proj 2207	\$15,150.00
CIP-Proj 2208	\$5,400.00

\$114,714.56

District Insurance	\$38,251.62
Treatment Flow to Carmel Utilities	\$81,554.25
Bond Payment	\$685,010.00
Other Expenses	\$392,456.99
Total Claims	\$1,311,987.42

Selected Statistics 2022	January	February	March	April	May	June	2022 Monthly Average	2022 YTD	2021 Total Through June
Maintenance Information									
Lateral Inspections	26	9	22	18	20	31	21	126	155
Certified I&I Inspections	10	30	17	27	26	30	23	140	192
Failed I&I Inspections	0	2	0	1	0	0	1	3	0
Sewer Locates	219	207	269	252	283	310	257	1,540	2,593
Manholes Added	9	2	0	0	0	3	2	14	95
Total # of Manholes	6,011	6,013	6,013	6,013	6,013	6,016	N/A	6,011	5,981
Manholes Inspected	0	0	378	423	814	0	269	1,615	1,956
Feet of Sewer Added	0	360	0	0	0	852	202	1,212	35,167
Total Footage of Sewers	1,734,749	1,735,109	1,735,109	1,735,109	1,735,109	1,735,961	N/A	1,734,749	1,706,981
Feet of Sewer Televised	19,395	13,404	22,738	42,401	17,769	35,917	25,271	151,624	96,371
Feet of Sewer Cleaned	345	0	225	1,112	9,398	367	1,908	11,447	568
Overflows	0	0	0	0	1	0	0	1	3
Feet of LPFM Cleaned	0	0	0	0	0	0	0	0	6,617
LS 1 to Carmel Utilities									
Rainfall/Precipitation (inches)	1.11	3.83	6.38	4.01	5.14	2.35	3.80	22.82	16.96
Total Flow (gallons)	54,400,461	61,672,348	74,921,000	55,623,631	60,065,103	32,161,235	56,473,963	338,843,778	321,812,170
Max Daily Flow (gallons)	2,356,132	3,605,548	3,899,994	2,729,966	3,076,524	1,248,044	N/A	3,899,994	3,136,724
Average Daily Flow (gallons)	1,754,854	2,202,584	2,416,806	1,854,121	1,937,584	1,072,041	1,872,998	N/A	N/A
Min Daily Flow (gallons)	1,469,900	1,548,862	1,708,760	1,492,640	1,103,140	970,780	N/A	970,780	1,004,331
TriCo WRRF									
Total Flow (gallons)	89,980,000	81,455,000	99,793,000	74,890,000	85,598,000	101,730,000	88,907,667	533,446,000	432,121,321
Max Daily Flow (gallons)	3,659,000	4,321,000	6,192,000	3,612,000	3,807,000	3,930,000	N/A	6,192,000	5,351,000
Average Daily Flow (gallons)	2,902,581	2,909,107	3,219,129	2,496,000	2,761,000	3,390,000	2,946,303	N/A	N/A
Min Daily Flow (gallons)	2,206,000	1,715,000	2,750,000	1,859,000	1,814,000	3,110,000	N/A	1,715,000	1,259,000
Total Flow to Both Plants	144,380,461	143,127,348	174,714,000	130,513,631	145,663,103	133,891,235	145,381,630	872,289,778	753,933,491
Biosolids Handling (gallons)									
Wasted (Biosolids)	869,200	1,176,000	1,133,000	976,000	1,293,000	1,341,000	1,131,367	6,788,200	7,915,690
Dewatered	170,000	265,000	506,880	370,320	538,160	563,900	402,377	2,414,260	2,762,000
Digested Sludge Withdrawn	695,000	728,000	773,000	771,000	762,000	808,000	756,167	4,537,000	4,696,000
Customer Information								16,306	
New Sewer Service Accounts	27	16	10	30	26	16	21	125	102
Permits Issued	24	21	26	19	29	12	22	131	200



JOINT BUDGET & FINANCE COMMITTEE, PERSONNEL AND BENEFITS COMMITTEE AND BOARD OF TRUSTEES MEETING

Friday, June 24, 2022, at 7:30 a.m.

Memorandum

Ms. Merrill called the meeting to order at 7:34 a.m.

Members Present: Budget and Finance Committee Chair Jane Merrill, members Michael McDonald and Carl Mills. Personnel and Benefits Committee Chair Jeff Kimbell, members Eric Hand and Chuck Ryerson. Others in attendance were Board member Jeff Hill, Legal Counsel Anne Poindexter, Utility Director Andrew Williams, Controller Cindy Sheeks, Engineering Manager Wes Merkle, Collections Superintendent Aaron Strong, Plant Superintendent Scot Watkins and Administrative Assistant Maggie Crediford.

PUBLIC COMMENT

There was no one present from the Public.

Ms. Merrill turned the meeting over to Jeff Kimbell Chair of the Personnel and Benefits Committee to discuss the Compensation Study Presentation. Mr. Kimbell asked Mr. Williams to give a brief overview of the study for the rest of the Board members. Mr. Kimbell said this is the third meeting the Personnel and Benefits Committee has had regarding the study.

COMPENSATION STUDY PRESENTATION

Mr. Williams said staff has been working with First Person salary consultants. First Person researched job descriptions and created the benchmarking data points for each position. First Person noticed TriCo's current salary spread for a position was around 20 to 30% between the bottom and top of each position. They recommended the spread be up to 50 plus percent between low and high. First Person recommended moving to a salary structure with a salary range with a minimum, midpoint, and maximum. The managers however like the step system and asked that the salary structure be fit into that format. It would have been difficult to do that with the recommended salary data points in TriCo's current ten step system, so the proposed step system has six steps for positions at the lower end of the salary scale and more steps in positions as you move up the scale with twelve at the top levels. The thought is that entry level positions should be master within six years. Positions at the higher grades require more years to master the responsibilities.

Mr. Williams presented the proposed variable step system showing each position with their new minimum and maximum salary. The proposed step system is based off a consistent dollar amount between each step, so the percentages vary between steps. Management discussed using the same percentage between each step instead of a consistent dollar amount but recommends staying with the consistent dollar amount between steps. New employees come on lower in the step chart and they are learning a lot each year and their productivity increases substantially over the first few years. As

employees spend more time in a position, they are still productive and still learning but not quite the great leaps and bounds as when first beginning. If this new salary ordinance would be implemented July 2, 2022, the half year impact would be around \$82,500 on the budget. Mr. Kimbell noted that figure excludes any adjustments made to the Utility Director's salary. Mr. Williams said his salary has always been at the discretion of the Board with a minimum and maximum and not included in the step system.

Mr. McDonald said his company had given its employees an equal lump sum amount across the Board immediately and said it went a long way with goodwill towards the company and he asked if TriCo had considered doing something like that, providing immediate relief to the people at the bottom of the scale. Mr. Kimbell said this action wasn't taken due to inflation. It became more urgent as the economy shifted but every five years TriCo does a compensation review with a consultant and the increases are being moved to mid-year instead of at the conclusion of 2022 to help fight some of those inflationary issues. The positions were evaluated and are being brought up to their market value which was larger for some than others. Mr. McDonald said he agrees with the goal, he just wanted to advocate for an across-the-board bonus or lump sum payment to provide some immediate relief to those at the bottom of the pay scale.

Mr. Kimbell asked for clarification on Mr. McDonald's request. Mr. McDonald said in his case whatever the total amount was, for example \$1,000 everyone got that amount immediately in a lump sum payment. Mr. Williams said employees will have their regular performance reviews and step increases in January, the Board gave employees a \$1000 performance bonus at the beginning of 2022, and he feels the additional mid-year increase is generous in addressing the financial needs of employees at this time. There are new employees as well that are getting adjustments just after coming on this year. There are variations in the percentages of the proposed increases based on the market value of positions.

Ms. Sheeks asked Mr. McDonald if he is suggesting employees get a bonus and less of a bi-weekly increase the rest of the year. Mr. McDonald said he doesn't want to disrupt the salary structure; he is advocating for something to help the people at the lower end of the salary scale. Mr. Kimbell said he had forgotten about the \$1,000 performance bonuses given at the beginning of 2022. He suggested moving forward with the proposed salary increases as presented which provides increases for everyone and revisiting a bonus conversation at the end of the year when 2023 increases are discussed. Mr. Ryerson said the Board also provided a higher COLA percentage for 2022 because of the rising inflation at that time.

Mr. Mills said on average, employees will see a 9% salary increase across the Board. There was a \$1,000 bonus given to employees in January. That is a healthy increase if the proposed salaries are approved. Mr. Kimbell acknowledged Mr. McDonald's concerns that the increases have a lesser impact on the people at the lower positions but indicated it can be addressed again during the end-of-year compensation review.

Mr. Williams said one of the reasons this is a joint meeting is to have this be voted on and take effect on July 2, 2022, so employees can see some relief mid-year. Mrs. Poindexter said Mr. Williams would like the Board to act today.

Mr. Williams mentioned that adding a bonus in with the increases could get lost in the shuffle and doing them separately might lessen any confusion on what is being done. If the Board wants to discuss a mid-year bonus it could be done at the July or August Board meetings separately from the salary adjustments.

Mr. Mills asked if recommendations were given on the Utility Director's salary. Mr. Williams said she provided a maximum and minimum and it is up to the Board to decide the salary. There was a suggestion for the Utility Director's salary. Mr. Ryerson said he was not comfortable making an arbitrary decision on Mr. Williams's salary and would like the opportunity to do some research and have some thoughtful discussions on it. There was some discussion about Mr. Williams's salary, and it was decided the Board would discuss it at the July meeting and his pay could be retroactive to July 2, 2022, to coincide with the rest of the salary adjustments.

Mr. Kimbell asked if the proposed Salary Ordinance needed any further discussion from the Budget and Finance Committee. Ms. Merrill said the proposed impact is \$82,000 for half a year. Mr. Kimbell said yes, excluding any increase Mr. Williams might receive. Ms. Sheeks said Mr. Merkle ran numbers with a number plugged in for Mr. Williams and the budget was still comfortable, without considering the 5% rate increase taking effect in August. Mr. Merkle said the salary budget would go to \$2.13 million which would be comfortable without additional unscheduled rate increases. Mr. Mills said he is comfortable with the budgetary impact.

Mrs. Poindexter said there is a request before the Board to act on the proposed salary ordinance at this meeting. If the Board wishes to act, there needs to be a motion made.

SALARY ORDINANCE 06-24-2022

Mr. Kimbell made a motion to approve Salary Ordinance 06-24-2022. Mr. McDonald seconded the motion, and it was unanimously approved.

Mr. Kimbell made a motion to approve the new variable step system as shown in the packet. Mr. Hand seconded the motion, and it was unanimously approved.

Mr. Kimbell and Mr. Mills discussed having an executive session before the next board meeting to discuss the market rate for Mr. Williams salary. Mrs. Poindexter let them know the only issue that can be discussed in an executive session is Mr. Williams performance, if the conversation is going to be about the market rate for his position it would need to be during a regular public Board meeting. The Board members decided that the conversation will be more market rate related versus performance, it will be discussed at the July Board meeting. Mr. McDonald said he would like to see more data on what local Utility Directors make before picking a number for Mr. Williams. Mr. Kimbell agreed.

Mr. Kimbell closed the Personnel and Benefits Committee portion of the meeting.

Ms. Merrill convened the Budget and Finance portion of the meeting.

FINANCIAL STATEMENTS

Mr. Mills said employee insurance rates were especially high. Ms. Sheeks said two payments were made in May and there will be none in June. The June payment posted in May.

Mr. Mills said the sewage payment to Carmel was high. Ms. Sheeks said it was for May and there was wet weather in May, so the payment was \$102,000.

Mr. Mills asked about the Utility's investments. Mr. Mills said overnight money markets are offering good rates right now and are backed by the government. Mr. Mills and Ms. Sheeks will investigate what if anything has a better return on investment than where the Utility's money sits now. The Budget and Finance Committee agreed Mr. Mills and Ms. Sheeks should move some money into stronger investments if they are available.

Mr. Ryerson mentioned that the salary increases will eat up about 32% of the budgeted surplus amount of money, not including Mr. William's increase. For the year that would be 70% of budgeted surplus. Mr. McDonald said there is a 5% rate increase kicking in this summer and is not included in the budget numbers.

SAFETY UPDATE

Ms. Merrill asked if there is anything additional from what was included in the packet, Mr. Williams said there was not.

ADJOURNMENT

The meeting adjourned at 8:17 a.m.

Respectfully Submitted



Cindy Sheeks
Controller



MEMORANDUM

To: Board of Trustees

From: Andrew Williams

Date: July 6, 2022

Subject: Utility Directors Salary

Additional information was requested regarding salary data for Utility Director positions.

The Compensation Study completed by First Person established the salary range for the Utility Director position at \$127,800 to \$198,100.

Publicly available salaries for some of the surrounding jurisdictions are shown below:

Carmel Utility Director - \$150,800
Citizens Westfield Director - \$159,700
Fishers Director of PW - \$114,000
Lebanon Director - \$152,000
Noblesville Utilities Director - \$114,000
Peru Utilities Director - \$153,000
Zionsville Director of PW – \$105,000