



## Clay Township Regional Waste District

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

**Monday, July 13, 2015 @ 7:00 p.m.**

**Clay Township Government Center**

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

- 1. Roll Call**
- 2. Approval of Meeting Memorandum**
  - a. Board Meeting June 8, 2015
- 3. Public Comment**
- 4. Attorney's Report**
  - a. Project Updates
  - b. Report of Pending Litigation
- 5. Utility Director's Report**
  - a. Director's Report
- 6. Committee Reports**
  - a. Budget & Finance Committee
    - i. Carmel Utility Proposal
  - b. Personnel & Benefits Committee
  - c. Capital & Construction Committee
    - i. Lift Station 2 Replacement Pumps
    - ii. DDC Hotels Sewer Service Agreement
    - iii. Project 1505 – WWTP Odor Control consultant selection
    - iv. Project 1507 – Lift Station 16 Reconstruction consultant selection
- 7. Old Business**
- 8. New Business**
  - a. Claims Docket
- 9. Adjourn**



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BOARD OF TRUSTEES MEETING  
Monday, June 8, 2015 @ 7:00 P.M.  
Memorandum

**ROLL CALL**

Present: President Marilyn Anderson, Vice President Joe Clark, Treasurer Jane Merrill, Secretary Michael McDonald, Members Eric Hand, Barb Lamb, Carl Mills, and Chuck Ford. Also in attendance: Legal Counsel Anne Poindexter, Utility Director Drew Williams.

Absent: Amanda Foley

The audience sheet is attached.

Ms. Anderson called the meeting to order at 7:00 pm.

**PUBLIC HEARING – Rate Ordinance 05-11-2015**

There were no public comments.

**APPROVAL OF MEMORANDUM**

A motion was made by Mr. Mills to approve the May 11, 2015 Board Meeting Memorandum, and was seconded by Ms. Merrill. The motion was approved unanimously.

**PUBLIC COMMENTS**

There were no public comments.

**ATTORNEY'S REPORT**

There were no updates.

**UTILITY DIRECTOR'S REPORT**

Mr. Williams reported that Ms. Foley informed him that she will not be available for meetings due to complications relating to her pregnancy.

Mr. Williams highlighted the article in the newsletter regarding the "Sewer Team 2" taking first place at the IWEA Operators Challenge, in the Safety Event. This was the 4<sup>th</sup> year in a row for them to take first place.

Mr. Williams presented the letter he sent to John Duffy regarding the surcharge and peak flow matters with Carmel Utilities. Mr. Duffy responded and scheduled a meeting with the District on Wednesday June 10.

The District hired 2 summer interns to assist with inspections and maintenance.

## **BUDGET & FINANCE COMMITTEE**

Ms. Anderson did the second reading of Rate Ordinance 05-11-2015.

A motion was made by Ms. Merrill to approve the Rate Ordinance 05-11-2015. The motion was seconded by Mr. Mills and was approved unanimously.

## **PERSONNEL & BENEFITS COMMITTEE**

Ms. Lamb reported there were no action items.

## **CAPITAL & CONSTRUCTION COMMITTEE**

A motion was made by Mr. Clark to accept the dedication of sanitary sewers for The Preserve at Bear Creak Sec. 1 and was seconded by Ms. Merrill. The motion was approved unanimously.

Mr. Clark asked Mr. Williams to update the Board regarding the Carmel Utilities proposed rate increase. Mr. Williams gave a brief summary of the May 29 meeting which included Nick Kyle, Carmel Utilities' attorney, John Duffy and Ann Poindexter. The District had originally indicated that the rate increase would be handled by the attorneys and the capacity and surcharge issues would be discussed by Mr. Duffy and Mr. Williams. Mrs. Poindexter explained that the City of Carmel plans to present a rate increase ordinance specifically for CTRWD, at their July meeting. The District should prepare to make a statement at the public hearing in August.

A motion was made by Mr. Clark that the District request that the City of Carmel honor its obligations under paragraph 19.a and enter into negotiations for base user rates as well as surcharges as set forth in the 2010 Agreement and was seconded by Mr. Ford. Discussion: Ms. Lamb asked if there is a potential for discussion of other aspects of the Agreement, or if the motion should be limited to those 2 items. At this time, discussion should be limited to these 2 items, leaving the potential for other items to be added to the negotiations if needed. Ms. Lamb pointed out that once Carmel City Council has a first reading of the ordinance, then it will go to the Utilities Committee at which time CTRWD would have the opportunity to publicly state their opposition to the ordinance. The motion was approved unanimously.

Mr. Merkle provided an update on Basin 1 wet weather solutions. Board members were given copies of maps and graphics depicting statistics relating to wet weather overflow. Research to date, confirms the District's intent to discover and control Inflow and Infiltration (I & I) into the sanitary sewer system. Controlling excessive I & I is the best option for the capacity issue that arises during extreme wet weather. Mr. Merkle reviewed the purchase and placement of the 15 new flow meters, and the variables that affect the data they produce. Staff has been trained to use the software that retrieves and analyzes the data produced by the flow meters; all that is need now is rainfall totaling 2 inches or more in a 12 hour period. Current status is to continue to monitor the flows and download date every couple of weeks until there is a significant rainfall. The Camera Truck will be delivered within the next few weeks, ready to inspect areas of concern beginning in Basin 1. It was noted that the information compiled from this research will not only contribute to the wet weather solution, but will guide the District in its forecasting for maintenance and improvements.

**OLD BUSINESS**

There was no old business.

**NEW BUSINESS**

A motion was made by Ms. Merrill to approve the claims docket totaling \$512,631.92 and was seconded by Mr. Clark. The motion was approved unanimously.

**ADJOURN**

A motion was made by Mr. Mills to adjourn the meeting at 8:09 pm and was seconded by Mr. Hand. The motion was approved unanimously.

The next Board of Trustees Meeting is scheduled for Monday, July 13, 2015 at 7:00 p.m.

Respectfully submitted,

Andrew Williams  
Utility Director

Approved:

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

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

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Michael McDonald, Secretary

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Marilyn Anderson, President



# THE CTRWD CONNECTION

Volume 8, Issue 7 July 2015  
MONTHLY NEWSLETTER

## CONSTRUCTION & ENGINEERING - WES MERKLE

### Construction Update

Progress continues at the Northeast Regional (Jackson's Grant) Lift Station. Both precast concrete wet wells have been installed. The cast in place concrete valve vault and meter vault have been constructed. Crews are currently working on process piping installation. This project should be complete in September.

New VFDs for Lift Station 1 should be delivered late July. Installation of electrical equipment will be publically bid in July with a construction contract awarded in August.

Lift Station 1 valve vault piping materials will be delivered and installed soon.

### Engineering Update

Staff completed 923 locates, 79 I&I inspections, and 35 lateral inspections in June, and continue to observe mainline sewer installation and complete warranty inspections at multiple developments.

Staff began installing new above-ground utility markers over existing force mains throughout the District's service area. The purpose of these markers is to provide additional visual clues to anyone excavating near our buried force mains. Staff also continues to locate force mains and low pressure lines with GPS equipment. Approximately 129,000 feet (94 percent) of force mains and 30,000 feet (76 percent) of low pressure lines have been located.

The capital expense budget was revised to reflect current estimated costs and timing for capital projects. This information is being used to evaluate existing interceptor and EDU fees by comparing estimated capital costs with anticipated remaining fees to be collected through buildout.

Staff continues to monitor flows in Basin 1. Rain events in June produced modest peaks, even with the ground already saturated. Once data analysis is complete, staff will consider improvement recommendations. Staff continues to await the torrential rainstorm needed to really check I&I and system performance.

Design work for the Lift Station 2 Pump Replacements & Standby Power Upgrades project is complete. IDEM review should be complete in July and public bids for construction received in August. Design work for the 106<sup>th</sup> Street Parallel Forcemain project is approximately 70 percent complete. Final plans are due late July. Both projects are on schedule.

Cedar Point neighborhood sewer extension design will be completed in early July and bids for construction received in early August.

Proposals for engineering services were received and evaluated for two capital projects: WWTP Odor Control Upgrades and Lift Station 16 Reconstruction. Recommendations were presented to the Capital and Construction Committee.

### INSIDE THIS ISSUE

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



## CUSTOMER SERVICE/BILLING - TERRI KREYLING

The CUSI consultant was here in early June to review billing and balancing procedures. Some processes were identified and streamlined for more efficient end of the month balancing. One change involved moving the billing date to the last day of the month, rather than the 6<sup>th</sup>. This change will streamline the billing process and allow for more concise month end reporting. The consultant took our change requests back to the support team and will check with their development team regarding some suggestions that billing staff made.

The Customer Service department is in the implementation phase of getting the lockbox payment processing service up and running. The target for implementation is for the August bills to have the new address for RPS to begin processing check payments at that time. Until then, checks will be scanned for deposit to the new bank.

The updated user rates take effect July 6 and balanced billing will be run during July; both of which will be reflected on the August bills. Staff will be busy making these changes in July, then answering subsequent customer calls in August.

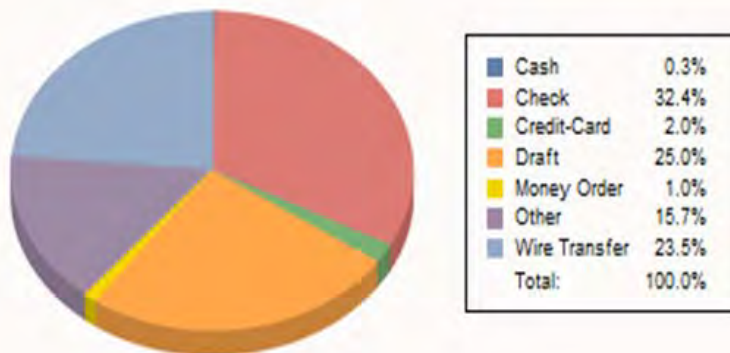
During June, the District received a payment from one of the hardship construction liens granted in 2003 in the amount of \$5,625.00. The semi-annual check from Hamilton County, as well as one additional lien payment totaling \$21,277.85 resulted in 120 liens being released. The Customer Service Department filed 91 liens for delinquent accounts in the amount of \$16,374.31. The lien balance at the end of June is \$24,324.70.

25 permits were issued and 22 new locations were added to billing in June. The total number of customers now receiving their statement by email is 1,728.

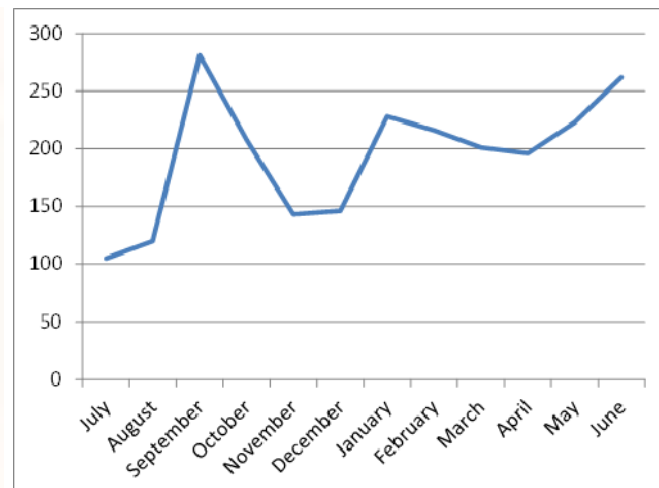
### HR UPDATE

A representative from Hoosier Start will be at the July staff meeting to present information and answer questions regarding employee retirement accounts.

### PAYMENT BREAKDOWN GRAPH



### CREDIT CARD PAYMENTS BY MONTH





## FINANCIALS—RON HANSEN

In May, Sales were slightly under budget due to lower Commercial Sales. Operating Expenses were favorable with 9% lower spending. The Collection department accounted for 53% of the savings with little or no spending in Lift Station R&M, Special R&M and Manhole Raising. Net Income of \$157,000 was 9% higher than budgeted.

For the year, Sales were favorable at 3% higher than budgeted and Operating Expenses were favorable with 11% lower spending than budgeted. Sewage Treatment-Carmel and Lift Station R&M accounted for 54% of the lower spending. Net Income was favorable at 41% over budget and 33% higher than the first five months of 2014.

Capital spending for May was \$258,000 or 3% of the 2015 Capital Budget and only 7% for the year. The 2015 Capital Budget totals \$8,407,000.

Cash balances increased by \$152,000 in May and have increased \$866,000 for the year. Cash balances were \$1,698,000 higher than May 2014.

The Budget & Finance Committee will be recommending that the Board approve two offers to Carmel Utilities for the contract negotiations. The first is a 6.7% increase in the base treatment rate. The second is a modification to the calculation of the surcharge.

## SAFETY REPORT—LOREN PRANGE

The District had no reportable injuries this month and has gone 1,961 days without a lost time accident.

The District conducted 21 confined space entries completed in June.

Safety tailgate sessions this month included:

06/02/15 Healthy tip for nutrition and hydration  
06/09/15 Cutting pipe safely with power saws  
06/24/15 Climbing elevated tanks / Listen up to protect hearing  
06/30/15 Striking safely against lighting

The Treatment Plant had our IWEA safety inspection on June 26<sup>th</sup> and received a passing score. The district will receive the safety excellence award during the Annual IWEA conference in November.

**! SAFETY FIRST !**

## EMPLOYEE SPOTLIGHT—SHAUN ODOM

Shaun joined the staff of CTRWD in March of this year as the Pre-Treatment Compliance Specialist. He brings with him 8 years of experience as President of Operations for a local furniture chain, many years in the restaurant and bar industry and most recently 2 years selling real estate. Shaun is a licensed Real Estate Broker and member of the National Association of Realtors. He spends much of his free time helping clients buy and sell real estate.

When he is not busy working, Shaun enjoys spending time with his wife Rachel and 7 year old daughter Bella. They have 2 pets: a 10 year old cat named Mustache and a 2 year old French Mastiff named Henry. He met his wife while working as a server at Golden Corral in 1998. They moved to Brownsburg in 2002 from Texas; where Shaun was born and raised. Shaun enjoys fishing, playing baseball, softball and golf. Recently he became a member of the Pittsboro Masonic Lodge.





## PLANT REPORT - SCOT WATKINS

Collections completed 380 manhole inspections which allowed staff to discover issues that have the potential to increase flows during wet weather. Manhole repairs are being done as needed. One crew has been cleaning the sewers along Michigan Road. Despite the heavy rainfall in June, there were minimal problems and zero overflows. The televising truck should be delivered by the time this newsletter is published. A new pressure washer was purchased and added to a rehabbed trailer to prep manholes before repair. The barn has been cleaned and reorganized to allow for a faster response time when generators are needed at the lift stations. Lift station 14 pump 1 failed again, and BBC was able to pull, repair and re-install within a week.

The Plant had IWEA safety and laboratory inspections on June 26 and July 1; both received passing scores. The District will be receiving the Safety and Laboratory Excellence awards for the 8th & 10th years in a row respectfully.

The post air structure was taken down for a quarterly inspection and cleaning. Sludge holding tank blower #2 was replaced after failing under warranty. The plant had a honey bee swarm near the front gate. The bee keeper was able to come out and retrieve the swarm and relocate the bees.

47 FOG inspections were completed in June, of which 6 locations were also sampled. Stone Creek, Red Robin and Outback Steakhouse were all in violation of the ordinance and are each being reviewed for the possibility of imposed fees. During the inspections, staff found that the current amount of time it takes from the collection of a FOG sample to confirmation of the results is an average of 8-10 days. During this time the facilities have the potential of discharging a large amount FOG into our system. To help reduce this lag time and avoid the \$90/sample, Pretreatment is researching the possibility of adding a new piece of lab equipment that will allow us to analyze these samples in-house and receive the results within 15 minutes. The Barrington, Danny Boy Brewery, Greeks Pizza, Deviate Brewery and Pizzalogy were all introduced to the FOG program this month and staff will be working closely with them to ensure they understand the objective of the program and remain in compliance with the ordinance. One of the semiannual sampling requirements for Shafer Powder Coating has been completed and they were found to be in complete compliance with the ordinance. Pretreatment & Outreach are working together to ensure the District is reaching out through flyers and post cards to those neighborhoods and facilities that are causing the majority of the build up at a few of our lift stations. This is an effort to reduce the added strain on the equipment and reduce the frequency of cleanings needed.

Update on violations found last month: Red Robin's inspection revealed that the down pipe inside the interceptor was only about 3 inches from the bottom of the pit which was causing a large amount of discharge into our system. This has been corrected, and although they were found to be in violation again this month it was a big improvement. The Crooked Stick Golf Course inspection revealed that they had lost the "T" and down pipe in their interceptor. This has also been corrected and is now fully operational.

### BIRTHDAYS

Daniel Rossman	July 14
Ron Hansen	July 28

### ANNIVERSARIES

Kermin Huntley	July 15	1 Year
Susan Vallone	July 20	20 Years



### CALENDAR OF EVENTS

<b>July 15</b>	<b>Staff Meeting</b>	<b>10:00 a.m.</b>
<b>July 24</b>	<b>B &amp; F Meeting</b>	<b>7:30 a.m.</b>
<b>July 27</b>	<b>P &amp; B Meeting</b>	<b>7:30 a.m.</b>
<b>August 3</b>	<b>C &amp; C Meeting</b>	<b>4:30 p.m.</b>
<b>August 10</b>	<b>Board Meeting</b>	<b>7:00 p.m.</b>

Clay Township Regional Waste District  
2015

<b>Selected Statistics 2015 Summary</b>	<b>January</b>	<b>February</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>2015 Monthly Average</b>	<b>2015 YTD</b>	<b>2014 Monthly Average Through June</b>	<b>2014 Total Through June</b>
<b>Maintenance Information</b>										
Lateral Inspections	29	19	24	36	38	35	30	181	33	195
Certified I&I inspections	50	41	44	68	68	77	58	348	64	382
Failed I&I Inspections	0	0	0	0	2	0	0	2	1	4
Customer Work Requests	0	2	1	0	1	0	1	4	1	8
Sewer Locates	774	562	841	0	878	923	663	3,978	660	3,960
Manholes Added	90	22	12	5	1	65	33	195	2	9
Total # of Manholes	5,404	5,426	5,438	5,443	5,444	5509	N/A	5,509	N/A	5,323
Manholes Inspected	0	0	13	176	248	400	140	837	19	114
Feet of Sewer Added	1,921	4,450	1,812	1,165	0	490	1,640	9,838	926	5,556
Total Footage of Sewers	1,494,512	1,498,962	1,500,774	1,501,939	1,501,939	1,502,429	N/A	1,502,429	N/A	1,475,498
Feet of Sewer Televised	0	0	0	0	0	0	0	0	0	0
Feet of Sewer Cleaned	0	0	0	0	8,854	3,788	2,107	12,642	7,314	43,886
Overflows	0	0	0	1	0	0	0	1	2	10
<b>Station 1 (Carmel Creek) Info</b>										
Rainfall / Precipitation (inches)	1.29	0.52	2.71	4.95	3.84	7.49	3.47	20.80	3.61	21.66
Total Flow (in gallons)	45,170,000	40,860,000	59,240,000	62,760,000	47,420,000	52,340,000	51,298,000	307,790,000	61,408,000	368,447,000
Average Daily Flow (in gallons)	1,505,667	1,459,286	1,910,968	2,092,000	1,529,677	1,744,667	1,707,000	N/A	2,048,000	N/A
Minimum Flow (in gallons)	1,230,000	1,150,000	1,210,000	1,180,000	990,000	1,190,000	1,158,000	990,000	1,453,000	1,170,000
<b>Michigan Road Plant Info</b>										
Total Flow (in gallons)	89,869,000	71,146,000	83,530,000	92,248,000	75,572,000	90,202,000	83,761,000	502,567,000	73,862,000	443,170,000
Maximum Daily Flow (in gallons)	3,242,000	2,772,000	3,677,000	5,307,000	2,980,000	5,817,000	3,966,000	5,817,000	3,949,000	6,559,000
Average Daily Flow (in gallons)	2,899,000	2,540,929	2,694,516	3,074,933	2,437,806	3,006,733	2,776,000	N/A	2,491,000	N/A
Minimum Daily Flow (in gallons)	2,361,000	1,974,000	2,063,000	2,405,000	2,155,000	2,041,000	2,167,000	1,974,000	1,920,000	1,478,000
Total Flow to Both Plants	135,039,000	112,006,000	142,770,000	155,008,000	122,992,000	142,542,000	135,060,000	810,357,000	135,270,000	811,617,000
<b>Biosolids Handling</b>										
Wasted (Biosolids) (in gallons)	1,726,360	1,761,800	1,734,670	1,476,620	1,490,770	1,663,510	1,642,000	9,854,000	1,213,000	7,279,560
Dewatered (gallons)	899,000	1,141,200	684,400	393,800	430,000	585,800	689,000	4,134,000	542,000	3,251,380
Digested Sludge Withdrawn (gals)	858,300	732,000	910,000	958,000	708,000	1,046,000	869,000	5,212,000	551,000	3,303,500
<b>Customer Information</b>								14,129		
New Sewer Service Accounts	25	13	24	26	19	22	22	129	26	157
Permits Issued	23	23	35	16	22	25	24	144	27	163

Clay Township Regional Waste District  
2014

<b>Selected Statistics 2014 Summary</b>	<b>January</b>	<b>February</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>2014 Monthly Average</b>	<b>2014 YTD</b>	<b>2013 Monthly Average December</b>	<b>2013 Total Through December</b>
<b>Maintenance Information</b>										
Lateral Inspections	16	27	45	37	36	34	34	411	47	567
Certified I&I inspections	39	49	59	69	75	91	63	752	90	1,082
Failed I&I Inspections	1	0	1	0	1	1	0.7	8	1	13
Customer Work Requests	1	0	2	1	2	2	3	30	1	6
Sewer Locates	446	555	1073	584	574	728	723	8,675	414	4,968
Manholes Added	0	0	7	1	1	0	7	81	8	94
Total # of Manholes	5314	5314	5321	5322	5,323	5323	N/A	5,395	N/A	5,314
Manholes Inspected	2	0	112	0	0	0	17	206	25	305
Feet of Sewer Added	3645	0	1659	223	29	0	1,887	22,649	1,732	20,787
Total Footage of Sewers	1,473,587	1473587	1,475,246	1475469	1,475,498	1475498	N/A	1,492,591	N/A	1,469,942
Feet of Sewer Televised	0	0	0	0	0	0	707	8,482	4,814	57,762
Feet of Sewer Cleaned	0	0	0	0	20,238	23,648	9,799	117,591	29,046	348,554
Overflows	1	0	0	7	1	1	1	12	1	13
<b>Station 1 (Carmel Creek) Info</b>										
Rainfall / Precipitation (inches)	2.28	2.03	1.93	5.11	5.44	4.87	2.99	35.89	3.63	43.50
Total Flow (in gallons)	65,119,000	56,770,000	54,350,000	71,230,000	63,338,000	57,640,000	53,046,000	636,547,000	66,878,000	802,532,000
Average Daily Flow (in gallons)	2,100,613	2,027,500	1,753,226	2,374,333	2,111,267	1,921,333	1,753,000	N/A	2,213,000	N/A
Minimum Flow (in gallons)	1,578,000	1,435,000	1,574,000	1,508,000	1,450,000	1,170,000	1,254,000	890,000	1,664,000	1,350,000
<b>Michigan Road Plant Info</b>										
Total Flow (in gallons)	70,517,000	70588000	76,968,000	78,502,000	69450000	77,145,000	75,977,000	911,724,000	63,045,000	756,538,000
Maximum Daily Flow (in gallons)	3,069,000	3,926,000	3,826,000	6,559,000	3,036,000	3,277,000	3,724,000	6,559,000	3,369,000	5,816,000
Average Daily Flow (in gallons)	2,274,742	2,521,000	2,482,839	2,616,733	2,478,000	2,571,500	2,526,000	N/A	2,070,000	N/A
Minimum Daily Flow (in gallons)	1,635,000	2,091,000	2,010,000	1,478,000	2,118,000	2,186,000	2,001,000	1,478,000	1,589,000	1,076,000
Total Flow to Both Plants	135,636,000	127,358,000	131,318,000	149,732,000	132,788,000	134,785,000	129,023,000	1,548,271,000	129,923,000	1,559,070,000
<b>Biosolids Handling</b>										
Wasted (Biosolids) (in gallons)	1,090,740	1193580	1,341,510	1,151,470	1231000	1,271,260	1,307,000	15,682,000	1,329,000	15,953,010
Dewatered (gallons)	386,380	848,000	608,000	705,000	320,000	384,000	550,000	6,597,000	763,000	9,153,000
Digested Sludge Withdrawn (gals)	435,700	342,300	381,800	679,500	623,000	841,200	661,000	7,936,000	497,000	5,959,200
<b>Customer Information</b>								13,750		
New Sewer Service Accounts	29	29	25	21	24	29	28	334	34	404
Permits Issued	29	25	31	26	26	26	27	322	39	467



## BUDGET & FINANCE COMMITTEE

Friday, June 26, 2015 @ 7:30 A.M.

### Memorandum

Present: Committee Chair Jane Merrill, Committee Members Eric Hand, Carl Mills, Board Member Michael McDonald, Legal Counsel Anne Poindexter, and Utility Director Drew Williams, Controller Ron Hansen, Engineering Manager Wes Merkle Customer Service Manager Terri Kreyling.

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

Carmel Utilities – Update on Negotiations – Mr. Williams discussed the June 5 correspondence to Mr. Duffy regarding surcharges as well as a spreadsheet reflecting surcharge costs per the current contract, Carmel's proposal and the District's proposal. The District's proposal was based on a contract between Aqua Indiana and Ft. Wayne. Mr. Duffy stated at the meeting two weeks ago that they were confident with their numbers. Mrs. Poindexter said that so far the District has engaged in technical conferencing and has not extended an offer in a legal sense to Carmel. She wants the Board to make a formal offer to Carmel on the surcharge. Mrs. Poindexter also stated that some form of user rate increase is reasonable and should also be included in the formal offer. Mr. Williams recommended the surcharge offer stated in the June 5 correspondence. The report from our consultant regarding the user rate increase showed that the rate increase would only be 22% rather than the 45% in the notice if the collection system projects from the bond ordinances were removed from the rate calculation. If the Carmel overhead was removed, the rate increase would be reduced to a 14.5% increase. With this increase, the District should be entitled to additional peak capacity from the current 6.2 MGD to 7.4 MGD provided by the Carmel plant capacity projects in the bond ordinances. If these projects were removed, the rate increase should only be 6.7%. Mr. Williams noted that the data was from 2010 used in the 2011 study for Carmel's 2012 rate increase. Additional discussion of the capacity issues and the user rate increase followed. Mr. Williams added that he would like the offer to include a reasonable annual cost increase such as 2% to avoid the large irregular increases and current contract increases tied to Carmel's residential customer rate changes. Mr. Williams also noted in answer to a question that the surcharge calculation in the June 5 letter was the highest calculation from all of the treatment contracts obtained by Mr. Merkle.

A motion was made by Mr. Mills that the Committee recommend to the Board that they make an offer to Carmel for an increase in the base user rate of 6.7% and a change in the surcharge per the June 5 letter, specifically:

“\$10.00 per 1,000 gallons times the volume in excess of the peak day allowance for each day of such exceedance, and \$10,000 per day for each day the flow rate exceeds the 3-hour peak flow rate.” If a daily and hourly surcharge occurs on the same day, the greater of the two would apply – but not both.

The motion was seconded by Mr. Hand. Mr. McDonald suggested that the Board also acknowledge the two capacity increase options provided by Carmel Utilities last fall. It was agreed that a decision regarding these options would need to be deferred until the treatment rate is finalized. The motion was amended accordingly and approved unanimously.

Utility Payment Lockbox – A motion was made by Mr. Mills to approve the lockbox service with Remittance Processing Services, LLC (RPS) and was seconded by Mr. Hand. The motion was approved unanimously.

Petty Cash Fund – Mr. Mills said that his bank was having issues with the State Board of Accounts regarding daily deposits and there did not appear to be any way to avoid the next day deposit requirement. He asked if the petty cash procedure had been approved by the SBA. Mr. Hansen said that he would contact them. The Committee agreed to recommend the Board approve an increase to the Petty Cash fund balance from \$200 to \$1,000, contingent upon approval from the State Board of Accounts regarding the proposed change in the deposit of cash receipts.

Neighborhood sewer project construction reimbursement – Mr. Merkle said that deferring the repayment of neighborhood sewer construction costs until the time of connection was looked into after the Cedar Point project discussion. Mr. Hartman found that there are 20 subdivisions without sewers containing 428 parcels. Using low pressure systems and only constructing the main lines, the total cost would be about \$3.1 million. Only a few subdivisions would have sewers constructed each year. The construction cost per lot would be increased by a carrying cost of 2 or 3% each year until the homeowners connected. There would be less resistance by homeowners to these projects if the payment of these costs could be deferred until connection. The Committee was asked to consider this option for future neighborhood projects.

Investment Proposals - Mr. Hansen noted that three investment proposals had been received for investments for five years. The five-year period would pay a higher rate of interest than 2 to 4 years even with an early withdrawal penalty. The proposals were discussed with Mr. Williams and an investment of \$2 million was deemed to be appropriate. The proposal by Fifth Third Bank provides the lowest risk of the three proposals with no risk to principal and no early withdrawal penalties on interest after two years. The Committee agreed with this recommendation. Mr. Mills abstained.

Cash Forecast Update – Mr. Hansen handed out a table of the five-year cash forecast and three charts showing the change in the funds over this period. The

changes from the February forecast include the addition of \$1.5 million in capital spending for neighborhood sewer projects at \$300,000 per year. Mr. Merkle and his staff revised the five-year capital plan for new cost estimates and time tables for construction. Finally, the receipt of Interceptor fees was changed from \$400,000 per year to \$700,000 per year and 2015 was increased to \$1.2 million due to fees received and invoiced. Each of the charts was reviewed and discussed. It was noted that the balances assume that 100% of the forecasted capital budgets are spent each year. In 2014 the District spent 41% of the capital budget. The Committee requested that a 6.7% increase for Carmel Treatment be added for the next review. These reports will be updated and presented to the Committee in the third quarter.

Financial Statements and Investments – Mr. Hansen presented a brief summary of the May financial performance.

Other Business –

The meeting was adjourned at 8:50 a.m.

The next meeting is scheduled for Friday, July 24, 2015 at 7:30 am.

Respectfully submitted,



Ron Hansen  
Controller





## MEMORANDUM

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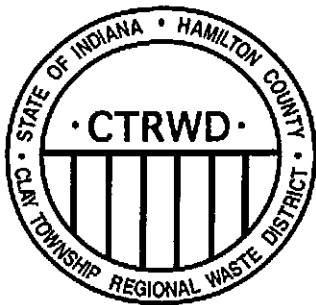
**TO: Board of Trustees**  
**FROM: Drew Williams**  
**DATE: July 1, 2015**  
**RE: Carmel Utility Proposal**

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The B&F Committee discussed the user rate increase and capacity surcharge at their June 26, 2015 meeting. Mrs. Poindexter recommended the Board make a formal offer to Carmel on the proposed rate increase and surcharge. The Committee recommended the Board offer Carmel Utilities a 6.7% increase in the base user rate and change the surcharge as follows:

“\$10.00 per 1,000 gallons times the volume in excess of the peak day allowance for each day of such exceedance, and \$10,000 per day for each day the flow rate exceeds the 3-hour peak flow rate.” If a daily and hourly surcharge occurs on the same day, the greater of the two would apply – but not both.

Recommended Action: Approve a counter proposal for submittal to Carmel Utilities.



## PERSONNEL & BENEFITS COMMITTEE

Monday, June 22, 2015 @ 7:30 A.M.

### Memorandum

Present: Committee Members Michael McDonald and Chuck Ford, Utility Director  
Drew Williams, Customer Service Manager Terri Kreyling.

Without a quorum, those present discussed the following:

Safety Report: Mr. Williams summarized the safety report, noting the 1,931 days without a loss time accident. Mr. McDonald asked if staff participates in mock confined space rescues. Mr. Williams described the training exercises and policies for confined space entry. The District placed 1<sup>st</sup> in the IWEA's Operators Challenge Safety Event, which includes a mock rescue. In case of a confined space incident, District policy directs staff to dial 911 for fire rescue which would activate the Indianapolis Rescue Team.

Curriculum Vitae: Staff biographies were provided to the Committee for their feedback. Mr. Williams discussed the wide range of educational seminars and training available to all employees.

Health Insurance Information: Anthem will release renewal rates approximately 75 days prior to our December 1 renewal date. Since the District's renewal rate will likely change, we will get ACA compliant plan quotes for comparison. There still needs to be some clarification from the government regarding what is allowable for companies to do with the ACA plans. District staff will continue to monitor these components of the healthcare exchange as well as changes coming from the Insurance companies.

New Business: The Committee discussed the status of the negotiations with Carmel Utilities.

The next meeting is scheduled for Monday July 27, 2015.

Respectfully submitted,

Andrew Williams  
Utility Director

# Colleen Byrnes



Service with CTRWD | 11 years

## *Previous Employment*

Sales Associate | **Tower Records,**  
Seattle, WA

Night Auditor | **Franklin Plaza**  
**Suites Hotel West Hollywood, CA**

Fishery Logistics Agent | **Dutch**  
**Harbor, AK**

Promotions Coordinator | **Rockin'**  
**the Rivers 3 Day Rock Festival**  
**Cardwell, MT**

ESL Instructor | **Shikoku Japan**

## **Administrative Assistant**

### **Professional Experience**

Colleen is responsible for providing administrative support through maintaining the database for the District. Utilizes the ESRI Geographical Information System (GIS) and county records to retrieve, verify and reference information as needed to update and maintain District files. Schedules Inflow & Infiltration (I&I) inspections, enters and updates information in District files, contacts customers on required follow-up repairs. Assists with answering customer telephone calls regarding billing questions and service issues. Colleen provides support for the accounting department processing accounts payable; posting receivables, preparing spreadsheets and month end reports.

### **Licenses and Certificates**

2013 Certificate in Engine Performance  
2013 Certificate in Automotive Electrical & Electronics  
Ivy Tech Community College  
Undergraduate-Automotive Technology AAS

### **Education**

A.A.S., Ivy Tech Community College, Undergraduate Automotive Technology

### **Community Involvement**

Volunteer, Merciful Help Food Pantry  
Volunteer, Third Phase, Inc.



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# CLAY TOWNSHIP REGIONAL WASTE DISTRICT

# Ron Hansen



**Service with CTRWD | 11 years**

## *Previous Employment*

**Financial Manager | City of Peru  
Electric, Water & Sewer**

**Accounting Manager | SCM Office  
Supplies, Inc./Ampad Corporation**

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## **Controller**

### **Professional Experience**

Ron has been the Controller for the District for 11 years. He is responsible for all of the District's accounting functions including: preparing and analyzing the monthly financial reports, monthly bank reconciliation, reviewing daily receipts, recommending investments, property & liability insurance renewals, processing monthly invoices for payment, invoicing for development project fees, issuing purchase orders, Preparing state reports and assisting with the biannual State Board of Accounts audit, and preparing the annual budget. He is responsible for the following Human Resource functions: processing the bi-weekly payroll, research and review of Health Insurance benefits, and employee benefit enrollment. Ron also serves as the staff liaison to the Budget & Finance Committee (CTRWD Board).

Prior to joining the staff at the District, Ron was the Financial Manager for the City of Peru electric, water & sewer municipal utility for 7 years. In that position, he managed a staff of 12 people in the accounting and customer service departments. He also maintained the financial records for five separate utility operations.

Ron also worked as the Accounting Manager for SCN Office Supplies, Inc., a manufacturer of paper office supplies for 11 years.

### **Education**

MBA, Butler University

BS, Accounting, Butler University

### **Association Memberships/Involvement**

Member of the Miami County YMCA, 20 years



# CLAY TOWNSHIP REGIONAL WASTE DISTRICT

# Ryan Hartman



Service with CTRWD | 9 years

## Previous Employment

Construction/Design /Surveying |  
DLZ Indiana, LLC

Skilled Laborer | Brown & Brown  
General Contractors

Laborer | Gibson-Lewis, Inc.

## District Engineer

### Professional Experience

Ryan manages District construction projects, including scheduling, conducting preconstruction meetings, coordinating with participating organizations and overseeing the construction process. He creates engineering and construction standards and specifications for the District.

Manages outside engineering contracts and consultants on plan design and review; attends Technical Advisory Committee meetings.

Reviews construction plans and as-built records.

Determines billing fees for plan reviews, interceptor, connection and inspections; approves invoices from consultants for payment.

Provides technical assistance to developers, home builders, engineering consultants, public officials, agencies and home owners.

Prepares the Capital and Construction Committee agendas and prepares meeting memorandum. He conducts surveys concerning sewer projects, reviews permits and approves all applications for new lateral connections. With his previous employer, Ryan inspected INDOT construction projects and prepared roadway design plans.

### Licenses and Certificates

Engineer in Training (EIT)

CAD and Eagle Point Design Software Training, Troxler Radiological Safety Training INDOT Qualified Technician for Acceptance Testing, ACI Concrete Level 1 Certification, Michigan, MDOT: Asphalt Pavement Certification First Aid Certified

Midwest Trenchless Technology, SSES and Buried Asset Management Concrete Pipe and Post Installation Pipe Inspection Class Completion

### Education

B.S. Civil Engineering, Purdue University West Lafayette, IN 1999



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# CLAY TOWNSHIP REGIONAL WASTE DISTRICT

# Joe Hood



Service with CTRWD | 5 years

## Previous Employment

Utilities Supervisor | City of Port St.  
Lucie, FL

Crew Leader/Maintenance Mechanic  
| City of Port St. Lucie, FL

## Field Operations Specialist

### Professional Experience

Joe is responsible for work in the supervision of skilled and semi-skilled employees engaged in the maintenance, construction and repair of utility mains and systems and repair of utility equipment and appurtenances. While working for Florida Water, Joe supervised a staff of 20 field employees.

### Licenses and Certificates

Wastewater Operator Class 2  
Wastewater Collection System Operator Class 4  
Water Distribution Level II License  
Commercial Drivers License Class Aw/ tanker endorsement  
Confined Space Safety Training  
First Aid & CPR Certified

### Education

High School Diploma

### Association Memberships/Involvement

Indiana Water Environment Association  
Water Environment Federation  
Central Indiana Operators Association

### Community Involvement

Joe assists with coaching his son's sports teams; and enjoys helping friends, family and neighbors with automotive and handyman repairs



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# CLAY TOWNSHIP REGIONAL WASTE DISTRICT



# Rick Hoole



Service with CTRWD | 1 year

## *Previous Employment*

Maintenance | **Town of Brownsburg**  
Street Department

Delivery | **Tucker Salt & Water**  
Express

## Field Operations Technician

### Professional Experience

Rick joined the staff at CTRWD in 2014 to help inspect and repair pumps, clean and inspect lift stations, and provide support where needed in the collections system. While working for the Town of Brownsburg Indiana, Rick did road work and sidewalk repairs for the street department. He also worked for Tucker Salt & Water Express for 8 years delivering salt for water softeners and ice melt for the roads throughout the greater Indianapolis area.

### Licenses and Certificates

First Aid & CPR Certified  
Class B CDL License

### Education

High School Diploma

### Association Memberships/Involvement

Indiana Water Environment Association (IWEA)  
Water Environment Federation (WEF)



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# CLAY TOWNSHIP REGIONAL WASTE DISTRICT

# Kermin Huntley



Service with CTRWD | 2 years

## *Previous Employment*

Senior Project Manager | City of  
Indianapolis Department of Code  
Enforcement

Enforcement Specialist | City of  
Indianapolis Department of Public  
Works

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## Inspector/Locator

### Professional Experience

Kermin has more than twenty eight years experience in water and air pollution, including industrial pretreatment (wastewater and stormwater) enforcement, regulatory and compliance determinations, interpretations and enforcement case management. Kermin transferred to the Inspector/Locator position and now performs residential and commercial lateral inspections, and inflow and infiltration inspections.

### Licenses and Certificates

First Aid, CPR certification

### Education

IUPUI, 1 year of general studies

Completed the IWEA Water and Sewer Construction Inspection Course. IWEA Registered Pretreatment Coordinator. Environmental Enforcement Training. Pollution Prevention Training. USEPA Training Classes. Inspection Procedures and Safety Training. Advance Inspection Techniques. IDEM Management Training Classes. Baseline Source Inspection Techniques.

High School Diploma

### Association Memberships/Involvement

Indiana Water Environment Association (IWEA)  
Water Environment Federation (WEF)  
Water Environment Technicians (WET)

### Community Involvement

Participates annually in the White River Cleanup



# CLAY TOWNSHIP REGIONAL WASTE DISTRICT

## MISSION

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# Shelly Keefe



Service with CTRWD | 1 year

## Previous Employment

Senior Executive Assistant |  
BabyPlus

Staffing Consultant | Express  
Employment Professionals

## Utility Billing Specialist

### Professional Experience

Shelly joined the District Staff in 2013 as Utility Billing Specialist. Shelly excels at breaking down tasks into manageable parts: creating a standard office practices manual with step-by-step instructions for front desk, customer service, billing, QuickBooks, and customer ordering. She is the recipient of numerous testimonials for outstanding customer service, especially in difficult situations. Shelly has utilized the MS Office Suite in a variety of projects including investor presentations, management reports, updating electronic shipping procedures, and international documentation required by customers. She has experience utilizing QuickBooks to perform daily accounting including AR/AP, billing and receiving, and data entry.

Five years of delivering the Indianapolis Star at 2:30am/365 days a year allowed Shelly to stay at home with her sons when they were young. Then, temporary assignments led to a permanent position providing administrative support, processing payroll for 125 employees, and managing worker's compensation and unemployment claims at an employment agency. This led to a promotion as Staffing Consultant requiring Shelly to cultivate relationships with employers to determine staffing needs and preferences, interviewing candidates for employment, and recruiting clients and candidates at off-site career fairs.

Eventual placement with BabyPlus allowed use of her organizational skills to develop a small company both domestically and internationally. Creating an Operations Manual, utilizing QuickBooks for A/R and A/P, and creating an ordering platform for companies such as Amazon, Target and Babies 'R Us helped the company grow and expand in five years.

### Licenses and Certificates

Financial Peace University

### Education

Central Missouri State University

Southwest Missouri State University

### Community Involvement

Carmelfest Volunteer

Fishers High School Marching Band parent volunteer - 5 years



# CLAY TOWNSHIP REGIONAL WASTE DISTRICT

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# Terri Kreyling



Service with CTRWD | 6 years

## Previous Employment

Customer Service | **Indianapolis  
Water Co.**

Owner | **The Village Basket Case**

Agent | **Federal Trade Commission**

## Customer Service Manager

### Professional Experience

Terri has been a District employee for the past six years. The first five years were as Utility Billing Specialist and the past year has been as Customer Service Manager. She has successfully blended the skills attained over the years to apply them to the management position she now holds. She currently oversees the entire Customer Service and Billing Departments.

Twenty one years experience at Indianapolis Water Company, working in Customer Service, Payroll and IT. The last two years were spent in a Business Analyst role, developing and testing a new utility billing software. Prior to roll-out of the software, Terri wrote the training manual and trained 150-175 users.

Business owner of The Village Basket Case for three years at The Villages, Florida. Terri and her husband owned the gift basket/gift shop business, employing a staff of seven. They successfully sold the business to move back to Indianapolis due to family illness.

Two years experience working as an agent for the Federal Trade Commission through Aspen Technologies, Terri took calls from consumers wanting to register complaints against companies they felt were not complying with FTC rules. She registered the complaint and gave them further steps to take or other agencies that they should contact. In addition, She answered calls from victims of identity theft and registered their information and provided direction for corrective action.

### Licenses and Certificates

Certification program for business writing through IUPUI continuing education program (non-credit).

Certification program for public speaking through IUPUI continuing education program (non-credit).

Dave Ramsey Financial Peace University

### Education

TC Howe High School, Diploma

### Association Memberships/Involvement

The Villages Chamber of Commerce member

Lake County Chamber of Commerce member

Lake County Small Business Networking Association - Vice president



# CLAY TOWNSHIP REGIONAL WASTE DISTRICT

# Jason Lewin



Service with CTRWD | 9 years

## Previous Employment

Cabinet Builder/Assembly |  
Indianapolis Woodworking, Inc.

Lead Builder | Tuffshed , Inc.

Maintenance | Kauffman Products

## MISSION

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## Chief Operator—Field

### Professional Experience

Jason started at CTRWD as a Maintenance Technician in May of 2006, working on the collection system, handling sewer cleaning and equipment repair. In 2007 Jason was promoted to Operations and Maintenance Technician. Jason was transferred to the Pretreatment Specialist position in November of 2009 to help develop the FOG Program. In 2011, Jason returned to Collections and became an Operations and Maintenance Specialist. In 2015, Jason was promoted to the Chief Operator - Field position to manage the daily operations of the collections staff.

### Licenses and Certificates

Class IV Wastewater Apprentice (WWA00160)  
Class III Wastewater Operator (WW019379)  
Class C Wastewater Operator (WW019380)

### Education

IUPUI General Studies  
High School Diploma

### Association Memberships/Involvement

Water Environment Federation (IWEA) President Elect  
Central Indiana Operators Association (CIOA) President,  
CIOA Representative for the IWEA Board,  
IWEA Public Outreach and Communications Committee,  
IWEA Collections System Committee

### Awards

WEF Hatfield Award, 2014—The Hatfield Award is presented to operators of wastewater treatment plants for outstanding performance and professionalism.  
IWEA Tumblebug Award, 2011 for his work in the field and with IWEA.

### Community Involvement

Sheridan Community Recreation Soccer & Basketball Coach  
Sheridan Estates Crime Watch



# CLAY TOWNSHIP REGIONAL WASTE DISTRICT

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Service with CTRWD | 3 years

### *Previous Employment*

Utility Foreman/Laborer | Valenti—  
Held Contractor Dev. Inc

## Eric Luis Delacruz

### District Inspector/Locator

#### Professional Experience

Eric joined the District in 2012 as an Operations & Maintenance Technician at the wastewater treatment facility. In 2013 Eric transferred to the Inspector/Locator position and now performs residential and commercial lateral inspections, inflow and infiltration inspections, and serves as the inspector for the District's large capital projects.

Prior to working for CTRWD, Eric worked for a construction company for 11 years installing sewers, water piping and storm sewers. Testing of the sewer lines and water mains were also part of the job.

#### Licenses and Certificates

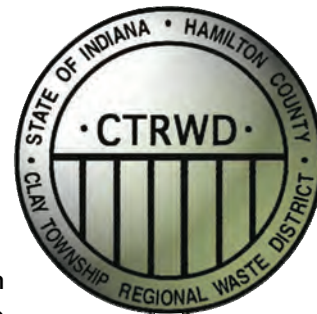
Class B CDL  
IWEA Wastewater & Sewer Construction Inspection Course  
Construction Safety Certificate  
10 Hour OSHA

#### Education

High School Diploma

#### Association Memberships/Involvement

Indiana Water Environment Association (IWEA)  
Water Environment Federation (WEF)



# CLAY TOWNSHIP REGIONAL WASTE DISTRICT



# Jeff Martin



Service with CTRWD | 25 years

## Technical Specialist

### Professional Experience

Jeff started with the District as a part time employee in 1989 cleaning sewers and maintaining lift station properties. He was hired full time in 1990. He served as Maintenance Technician, Safety Coordinator, Maintenance Manger and Asset Manager. His current role includes database administrator for work management and asset inventory as well as GIS (Geographic Information Systems) administrator. He is also responsible for performing sanitary sewer evaluations, flow monitoring studies and sewer modeling.

### Licenses and Certificates

Class IV Collection System Operator  
Certified I & I Inspector  
First Aid & CPR

### Education

High School Diploma

### Association Memberships/Involvement

Water Environment Federation (WEF)  
Hamilton County Local Government GIS Technology Advisory Group (HAGTAG)



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# CLAY TOWNSHIP REGIONAL WASTE DISTRICT

# Wes Merkle



Service with CTRWD | 2 years

## Previous Employment

Project Manager | American  
Structurepoint, Inc.

Project Engineer | Beam, Longest  
and Neff, LLC

Graduate Research Asst. | Center  
for Infrastructure Engineering  
Studies—University of Missouri

## Engineering Manager

### Professional Experience

Wes joined the District in 2013 as Engineering Manager and was given the responsibilities of performing complex management and inspection functions for capital and construction projects at the District. He excels at the development of project plans, communicating changes and progress on time and on budget. He uses feedback from customers, contractors and the Board of Trustees in order to modify designs and District standards for the most efficient end result. Wes is noted for working within approved budgets, developing and implementing cost-saving measures and using organization resources wisely.

Prior to joining the District staff, Wes worked as a Project Manager with the Investigative Services Group at American Structurepoint, Inc. His responsibilities included the management of project schedules, staffing, budget and client needs. He served as an expert witness and assisted in dispute resolutions. Wes assisted in engineering design, conducted property loss investigations; inspected and evaluated existing facilities.

### Licenses and Certificates

Professional Engineer, Indiana, Kentucky and Ohio

### Education

M.S. Civil Engineering, University of Missouri-Rolla

B.S. Civil Engineering, University of Missouri-Rolla

### Association Memberships/Involvement

Indiana Water Environment Association  
Water Environment Federation  
American Society of Civil Engineers  
Indiana Structural Engineers Association  
American Institute of Steel Construction

### Community Involvement

US Masters Swimming  
Meridian Kessler Neighborhood Association



# Edie Miller



Service with CTRWD | 1 year

## Previous Employment

Administrative Asst. | Acuity ES

Executive Assistant | Hotel  
Investment Services

Substitute Teacher | Southfield  
Christian School

Substitute Teacher | Detroit Country  
Day School

## Administrative Assistant

### Professional Experience

Edie has 13 years of Administrative Professional experience in the Hospitality Industry; 2 years in the Environmental Remediation Industry and 1.5 with a Public Utility. Past work experience has equipped her with knowledge relating to Human Resource functions, Public Relations, Marketing & Feasibility and Event Planning. Taking advantage of over 25 training courses including Microsoft Office Suite, Business Writing; Creative Problem Solving, and more, has allowed Edie to cultivate administrative skills to a high level of proficiency. In her current role with the District she assists all departments with administrative support. She manages the District website, keeping it updated with information that informs customers, contractors, developers and Board Members.

### Licenses and Certificates

Notary Public, State of Indiana 3 years  
Notary Public, State of Michigan 10 years  
Secondary Education Teaching License, State of Michigan 10 years  
Secondary Education Teaching License, State of Indiana 1 year  
First Aid & CPR License

### Education

B.S. Grace College, Winona Lake, IN. Speech Communications, 1984

### Association Memberships/Involvement

Grace Community Church Noblesville, IN  
Women's National Farm & Garden Club, Rochester Branch 4 years  
Great Oaks Country Club, Golf League 5 years

### Community Involvement

Good Samaritan Network of Hamilton County, Volunteer 8 years  
Grace Community Church—Noblesville, 5th grade girls shepherd  
Golightly Career & Technical Center (Detroit Public Schools) Advisory Board, 11 years  
Mack & 3rd, Detroit—Volunteer for Kem Owens Homeless Awareness event 2011  
Highland Park Baptist Church—Southfield, MI, Director Christian Education Board; 5/6th grade girls club leader  
Michigan Theological Seminary—Fundraising Event Coordinator 5 Years  
Rochester Hills Public Schools—Curriculum Selection Committee 1 year



# Shaun Odom



Service with CTRWD | 3 Months

## *Previous Employment*

Associate Broker | **Odom Realty LLC**

President of Operations | **Reece Capital, LLC**

Store Manager | **CEC Enterprises**

## **Pretreatment Compliance Specialist**

### **Professional Experience**

Shaun has experience in project and operations management. Most recently this included the management of eight furniture retailers covering five states, opening two local fast food franchises, and taking a casual restaurant from concept to fruition.

Experience in the food and beverage industry has allowed Shaun to bring that knowledge to the Pretreatment Compliance Specialist position where he monitors 160 + food service and automotive facilities for compliance with the District's Sewer Use and FOG Ordinance.

### **Licenses and Certificates**

Licensed Real Estate Broker in the State of Indiana

### **Education**

Joshua High School, Joshua, TX

### **Community Involvement**

Soccer coach for the Upward Soccer Youth League



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# CLAY TOWNSHIP REGIONAL WASTE DISTRICT

# Loren Prange



**Service with CTRWD | 10 years**

## *Previous Employment*

**Chief Operator | Western Hancock  
Utilities**

**Operator Lead Inspector | Hamilton  
Southeastern Utilities**

**Operator | Town of Cicero**

**Operations and Maintenance  
Technician | CTRWD**

## **Chief Operator—Plant**

### **Professional Experience**

Loren was hired in 2005 as a Field Operations Supervisor. Previously, Loren worked for the District as an Operations and Maintenance Technician, then worked for other utilities as an Operator and Inspector.

In 2015 Loren was promoted to Chief Operator - Plant, responsible for technical work operating and maintaining the wastewater treatment plant and lift stations. He oversees the safety program, having maintained 1,900 days without a loss time accident.

### **Licenses and Certificates**

Class IV Wastewater  
Class CS-3 Collections  
OSHA 30 Hours

### **Education**

Allied Health School, Emergency Medical Technician  
Indiana Business College, 1 Year  
Noblesville High School

### **Association Memberships/Involvement**

IWEA Safety Committee Vice Chair, 2014—present  
IWEA Safety Committee Chair, 2009—2013  
Water Environment Federation  
Central Indiana Operators Association

### **Community Involvement**

Coaching and Field Maintenance, Greenfield Soccer Club & Westfield Soccer Club

### **Awards**

IWEA L.L. Larson Safety Award 2014  
IWEA Tumblebug recipient 2011



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# CLAY TOWNSHIP REGIONAL WASTE DISTRICT

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# Bob Roudebush



Service with CTRWD | 5 years

## Previous Employment

Regional Sales Manager | **Mahoney Environmental**

Technician | **Howard County Solid Waste District**

## Laboratory Analyst

### Professional Experience

Bob is responsible for the daily operations of the Class III activated sludge wastewater treatment facility with a capacity of 2.55 MGD flow located in Zionsville, IN. Experienced Operator familiar with belt filter press operations, UV disinfection, activated sludge, vertical loop reactors, aerobic digestion, oxidation ditches and maintenance duties throughout the treatment plant. Concurrently, Bob organizes the outreach and education events including festival events, brochures, school presentations and plant tours. Before taking the role as Lab Analyst, he worked as the Pretreatment Compliance Specialist which monitored 160+ food service and automotive facilities for compliance with our Sewer Use and FOG Ordinance.

Bob designed the 2015 IWEA Wastewater Utilities of Indiana calendar

### Licenses and Certificates

Indiana Municipal Wastewater License Class IV  
Indiana Industrial Wastewater License Class D  
Indiana Wastewater Collections System Operator Class IV  
Registered Pretreatment Coordinator  
Certified Pretreatment Coordinator  
Registered Industrial Wastewater Professional  
10 Hour Occupational Safety and Health Certified

### Education

B.S. Indiana University - Environmental Affairs: Concentration in Environmental Management with a minor in Criminal Justice

### Association Memberships/Involvement

IWEA—Public Comm. and Outreach Committee Chair (2 years)  
Active Member of IWEA Laboratory Committee (4 Years)  
Central Indiana Operators Association  
Water Environment Association  
IIOA  
Alliance of Indiana Rural Water

### Awards

IWEA Tumblebug Award (2014)  
Central Indiana Regional Science and Engineering Fair Judge (2 years)



# CLAY TOWNSHIP REGIONAL WASTE DISTRICT



# Matthew Starr



Service with CTRWD | 4 years

## Previous Employment

Vac Truck/Camera Truck Operator |  
Valenti Held Contractor /Accurate  
Bore

Punch Out Crew Leader | Valenti  
Held Contractor /Accurate Bore

## Operations and Maintenance Technician

### Professional Experience

Matt joined CTRWD in 2011 as an Operations and Maintenance Technician. Vac Truck and Camera Truck Operator.

Prior to working at CTRWD, Matt was a crew leader of a punch out crew. He grouted and raised storm and sanitary manholes, and repaired leaks. His duties included televising and inspecting mainline sewers and locating defects. Matt was responsible for all of the sanitary testing (air, mandrel, and vacuum) and hydrostatic testing for water mains.

### Licenses and Certificates

Certified I/I Inspector  
CS-1 Operator Collections  
Commercial Driver's License  
First Aid & CPR Certified

### Education

Indiana State University, 1 Year  
High School Diploma, Northview High School

### Association Memberships/Involvement

Indiana Water Environment Association  
Water Environment Federation  
Central Indiana Operators Association

### Community Involvement

Coach youth football, baseball and basketball teams in Decatur Township.



## MISSION

TO PROVIDE HIGH QUALITY,  
COST-EFFECTIVE SANITARY  
SEWER SERVICE TO OUR  
COMMUNITY.

# CLAY TOWNSHIP REGIONAL WASTE DISTRICT

# Aaron Strong



Service with CTRWD | 9 years

## Previous Employment

Damage Prevention Specialist | USIC

Level 3 Communications OSP  
Technician III | GTE/Genuity  
Telecom

Utility Locator III | SM&P Utility  
Resources

Purchasing Manager | Telecom  
Resource

## MISSION

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COMMUNITY.

## Project Coordinator

### Professional Experience

Aaron has extensive experience in the utility locating field, locating for Comcast, IPL, Citizens Gas, Time Warner Telecom, Ameritech and Duke Energy. He implemented the first damage prevention program for GTE Telecom protecting fiber optic cable throughout the State of Indiana.

Working for the District, Aaron performs both residential and commercial lateral inspections; he performs force main and gravity sewer locates and does flow monitor installation and data collection. He manages private project manhole inspections and repairs as well as Developer sewer projects.

Aaron did videography for a Country Top 40 television show that aired on PBS as well as a hand full of commercials. He was an assistant producer for a live production, starring Miss America 1995. Aaron also produced the video and sound for numerous corporate training videos. He created and acted in a 15 minute skit that was produced and aired on the ESPN 2 show called "Caught Ya".

Aaron owned a screen printing company called Strong Apparel and Promotions, which he sold after 2 years.

### Licenses and Certificates

40 Hour Hazwoper OSHA

Indiana Water Environment Association (IWEA) Inspection for Sewer Inspection

Pipeline Awareness for Excavator Operations

NFPA 70E Arc Flash Standard Qualified

Electrical Troubleshooting & Preventive Maintenance

Flyght 13 hour Operation & Maintenance Submersible Pumps

### Education

Ball State University, Telecommunications

### Association Memberships/Involvement

Indiana Water Environment Association (IWEA)

Water Environment Federation (WEF)

811 Damage Prevention Association



# CLAY TOWNSHIP REGIONAL WASTE DISTRICT

# Jacob Tolley



Service with CTRWD | 2 years

## *Previous Employment*

Manager Trainee | Menards

Foreman | Champion Waterproofing  
and Piering

## Field Operations Specialist

### Professional Experience

As a Field Operations Specialist at the District, Jacob helps inspect and repair pumps, clean and inspect lift stations, and provide support where needed in the collections system. Jacob was previously the Pretreatment Compliance Specialist and monitored FOG ordinance compliance from businesses throughout the District and introduced all new food and automotive businesses to the Pretreatment program.

### Licenses and Certificates

Class I Wastewater Operator  
First Aid & CPR

### Education

B.S. Ball State University, Accounting

### Association Memberships/Involvement

Indiana Water Environment Association (IWEA)  
Water Environment Federation (WEF)

### Community Involvement

Sheridan High School Boys Soccer Coach 2014



## MISSION

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COMMUNITY.

# CLAY TOWNSHIP REGIONAL WASTE DISTRICT

# Susan Vallone



Service with CTRWD | 18 years

## *Previous Employment*

Order Processing/Data Entry |  
Olinger Distributing

Store Manager | Player's Foot

Store Manager | Foot Locker

Customer Service | Sony Rewards

## Customer Service Specialist

### Professional Experience

Susan started as a part time employee with the District in 1995. She became a full time staff member in 1996. Most of Susan's professional experience has been with the District. Her responsibilities have expanded as the District has grown. She provides the highest standard of customer service, receiving commendation from District customers. Susan accepts and processes permit applications and vital documents pertaining to District Projects. Her exceptional service to the District continues to contribute to its ability to maintain its high standards.

### Education

Carmel High School, Diploma  
Front Desk Safety & Security Training  
Creative Problem Solving Seminar  
Exceptional Customer Service Training.

### Association Memberships/Involvement

Carmel Fire Dept. Ladies Auxiliary, Member & Officer 1988-2010  
NRA—Current Member

### Community Involvement

Carmel Dad's Club, Football and Cheerleading Team Mom  
Brownies and Girl Scouts, Co-Leader  
Orchard Park PTO  
Christmas Assistance Volunteer



## MISSION

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COST-EFFECTIVE SANITARY  
SEWER SERVICE TO OUR  
COMMUNITY.

# CLAY TOWNSHIP REGIONAL WASTE DISTRICT

## MISSION

TO PROVIDE HIGH QUALITY,  
COST-EFFECTIVE SANITARY  
SEWER SERVICE TO OUR  
COMMUNITY.

# Scott Watkins



Service with CTRWD | 10 years

## Previous Employment

Laboratory Technician | City of  
Carmel Wastewater Treatment Plant

## Superintendent

### Professional Experience

Scot maintains a \$2M+ operational budget; monitors and controls expenditure to meet budget guidelines. He is the Certified Operator of a 3.05MGD WWTP, over 200 miles of sewers, 4,700+ manholes and 23 lift stations. He assists the Utility Director with the planning of future short-term and long-term needs. He has overseen capital improvement projects including six plant expansions, three new lift stations, and acted as Project Manager for multiple WWTP collections system and lift station projects. Scott supervises nine employees in the WWTP, Pretreatment and Collection Departments. Responsibilities include interviewing, hiring and training employees; planning, assigning and directing work; scheduling and approving time worked; appraising performance, rewarding and disciplining employees.

Scot also acts as the District's in-house IT staff responsible for the support & planning of the District's IT needs.

### Licenses and Certificates

Class IV Wastewater Treatment Plant Operator  
Class D Wastewater Treatment Plant Operator  
Class IV Wastewater Collection System Operator  
Registered Pretreatment Coordinator (RPC)  
CompTIA A+ce  
American Red Cross CPR Certified  
GEMA Command & WMD Response  
FEMA ICS—100.a  
FEMA ICS—200.a  
FEMA ICS—700.a (NIMS)  
FEMA ICS—800.b (NIMS)  
Class B Commercial Drivers License

### Education

Southern New Hampshire University, Area of  
Concentration: Public Administration, 2014-2017  
University of Cincinnati, Area of Concentration: Nursing, 1998—2001

### Association Memberships/Involvement

Indiana Water Environment Association

### Community Involvement

Westfield Youth Soccer Association Coach (U6)  
Member of Radiant Christian Life Church, Westfield IN



# CLAY TOWNSHIP REGIONAL WASTE DISTRICT

# Andrew Williams



**Service with CTRWD | 10 years**

## *Previous Employment*

**Town Engineer | Town of Fishers**

**Project Manager | The Schneider Corporation**

**Project Manager | Samuel Moore & Associates**

**Project Manager | The Corradino Group**

**Infrastructure Engineer | City of Elkhart, IN**

## Utility Director

### Professional Experience

Drew has 25 years of experience in the design and management of public infrastructure improvement projects. He began his career designing and managing infrastructure improvement projects for the citizens of Elkhart Indiana. These projects included sewer, water and roadway improvements and building renovations. Drew then wanted to experience the consultant side of the public works. He completed projects for both large and small communities ranging from the Indianapolis DPW and the Louisville Metropolitan Sewer District to Fountain City, Milan and Ligonier. He took the opportunity to become the Town of Fishers' first Town Engineer and to develop the Engineering Department. Drew became the Utility Director for CTRWD in 2005. He has overseen the growth of the District from 9,500 to 14,000 customers and the development of the staff from 15 to 23 employees. The District has taken a more proactive operations approach by adding an Engineering Manager, District Engineer, Construction Inspectors, and a Pretreatment Compliance Specialist.

### Licenses and Certificates

Professional Engineer, State of Indiana  
Senior Professional in Human Resources

### Education

B.S. Purdue University, West Lafayette, IN. Civil Engineering  
M.A. Indiana University Indianapolis, Public Affairs  
Executive Certificate in Leadership & Management, University of Notre Dame,  
Hamilton County Leadership Academy, June 1998  
Carmel Police Citizens' Academy, November 2007

### Association Memberships/Involvement

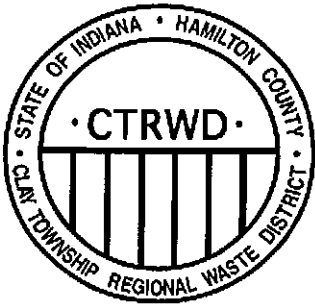
Indiana Water Environmental Association | Utility Managers Committee  
Indiana Regional Sewer District Association  
Indiana Rural Water Association  
Society of Human Resource Management

### Community Involvement

Our Lady of Mount Carmel Catholic Church Parish Council  
Volunteer with OLMC Youth Group  
Assistant Scout Master, Boy Scout Troop 132, Carmel, IN  
Carmel Clay Municipal Building Corporation, President







## CAPITAL & CONSTRUCTION COMMITTEE

Monday, July 6, 2015 @ 4:30 P.M.

### Memorandum

Present: Committee Chair Joe Clark, Committee Member Marilyn Anderson, Legal Counsel Anne Hensley Poindexter, Engineering Manager Wes Merkle, and District Engineer Ryan Hartman.

Mr. Clark called the meeting to order at 4:35 p.m.

Lift Station 2 Replacement Pumps – Mr. Merkle explained under Project 1502 four pumps at Lift Station 2 will be replaced; two pumps sending flow to Basin 1/Carmel will be replaced in kind and two pumps will be upsized to increase capacity to the Michigan Road WWTP. All pumps are sized for existing and future/buildout conditions. These pumps will be installed under a larger construction contract that will be bid in August and awarded in September. The larger pumps have a long lead time. Ordering pumps now will save on cost and allow delivery 2-3 months earlier. Quotes were received as follows:

1. Xylem Water Solutions USA (Flygt pumps): \$193,890
2. Straeffer Pump & Supply (KSB pumps): \$229,950

The Committee will recommend the Board approve the purchase of replacement pumps for Lift Station 2 from Xylem Water Solutions USA for \$193,890.

DDC Hotels Sewer Service Agreement – Mr. Hartman explained DDC Hotels Inc. (DDC) is constructing a Drury Inn between 96<sup>th</sup> Street and Interstate 465, just east of US 31/Meridian Street. Under this project DDC will extend gravity sewer beneath US 31 to service their property, which will be dedicated to the District upon completion.

INDOT typically requires encasement of gravity sewers within its right of way. DDC requested INDOT only require it to encase the part of the sanitary sewer beneath the actual roadway. INDOT released DDC requiring encasement of sewers at a later date should the road ever be widened. Staff worked with Mrs. Poindexter and DDC to draft a Sewer Service Agreement that ensures DDC or its successors pay the cost for any future encasement should it be required by INDOT.

The Committee will recommend the Board approve the Sewer Service Agreement with DDC Hotels.

Project 1505 – WWTP Odor Control consultant selection – Mr. Merkle reported in early June staff issued a Request for Proposals to three firms to provide consulting services for odor control improvements at the Michigan Road WWTP. Staff reviewed their responses and recommends Clean Air and Water Engineering to complete the study.

The Committee will recommend the Board approve the professional services contract with Clean Air and Water Engineering in the amount of \$31,000.



Project 1507 – Lift Station 16 Reconstruction consultant selection - Mr. Merkle reported in early June staff issued a Request for Proposals to three firms to provide consulting services for this project. Staff reviewed their responses and recommends GRW to complete the work, which includes engineering design, permitting, bidding and construction administration.

The Committee will recommend the Board approve the professional services contract with GRW in an amount not to exceed \$58,300.

UPDATES:

Carmel Negotiations – Mr. Merkle reviewed the June 26 B&F Committee Meeting Memorandum in which the B&F Committee will recommend the Board make a formal offer to Carmel for an increase in the base user rate of 6.7% and a change in the surcharge per the June 5 letter, specifically: "\$10,00 per 1,000 gallons times the volume in excess of the peak day allowance for each day of such exceedance, and \$10,000 per day for each day the flow rate exceeds the 3-hour peak flow rate." If a daily and hourly surcharge occurs on the same day, the greater of the two would apply – but not both.

Capital expense budget update – Mr. Merkle presented recent updates to the 2015 Capital Expense Budget. Highlighted project costs have been adjusted to reflect current available information. This information was used by staff to update five-year cash forecasts presented to the B&F Committee on June 26.

Sewer service extension policy changes – Mr. Merkle presented draft revisions to the Sanitary Sewer Connection Policy. Policy revisions and potential budget impacts were discussed at the June 26 B&F Committee meeting. Policy revisions will be considered again at the August 3 C&C Committee meeting.

Capital projects & construction update – Mr. Merkle provided the Committee with a brief update on status of the following projects:

- a. #1501a – Lift Station 1 Valve Vault Piping Replacement
- b. #1501b – Lift Station 1 VFD Replacements
- c. #1502 – Lift Station 2 Pump Replacements & Standby Power Upgrades
- d. #1503 – NE Regional Lift Station (Jackson's Grant)
- e. #1504 – Lift Station 17 Odor Control
- f. #1506 – Basin 1 Wet Weather Solutions
- g. #1601 – 106<sup>th</sup> Street Parallel Forcemain
- h. #1902 – Little Eagle Creek Interceptor Extension

The meeting was adjourned at 5:39 p.m.

Date of the next C&C meeting: Monday, August 3, 2015 at 4:30 p.m.

Respectfully submitted,

  
Wes Merkle  
Engineering Manager



## MEMORANDUM

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**To: Board of Trustees**  
**From: Wes Merkle**  
**Date: July 6, 2015**  
**Subject: Project #1502 Lift Station 2  
Pump Replacements**

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The subject project includes replacing pumps at Lift Station 2; two pumps sending flow to Basin 1/Carmel will be replaced in kind and two pumps will be upsized to increase capacity to the Michigan Road WWTP. All pumps are sized for existing and future/buildout conditions. These pumps will be installed under a larger construction contract that will be bid in August and awarded in September. The larger pumps have a long lead time. Ordering pumps now will save on cost and allow delivery 2-3 months earlier.

Quotes were received as follows:

1. Xylem Water Solutions USA (Flygt pumps): \$193,890
2. Straeffler Pump & Supply (KSB pumps): \$229,950

Recommended Action: Approve the purchasing of replacement pumps for Lift Station 2 from Xylem Water Solutions USA for \$193,890.





## MEMORANDUM

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**To: Board of Trustees**  
**From: Wes Merkle**  
**Date: July 6, 2015**  
**Subject: Project #1507**  
**Lift Station 16 Reconstruction**

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In early June staff issued a Request for Proposals to three firms to provide consulting services for the subject project. Staff reviewed their responses and recommends GRW to complete the work, which includes engineering design, permitting, bidding and construction administration.

Recommended Action: Approve the professional services contract with GRW in an amount not to exceed \$58,300.

## 2015 Capital Expense Budget (Updated June 2015)

A			B			C			D			E			F			G			H			I			J			K			L			M			N			O			P			Q			R			S			T			U			V			W			X			Y			Z			AA			AB			AC			AD			AE			AF			AG			AH			AI			AJ			AK			AL			AM			AN			AO			AP			AQ			AR			AS			AT			AU			AV			AW			AX			AY			AZ			BA			BB			BC			BD			BE			BF			BG			BH			BI			BJ			BK			BL			BM			BN			BO			BP			BQ			BR			BS			BT			BU			BV			BW			BX			BY			BZ			CA			CB			CC			CD			CE			CF			CG			CH			CI			CJ			CK			CL			CM			CN			CO			CP			CQ			CR			CS			CT			CU			CV			CW			CX			CY			CZ			DA			DB			DC			DD			DE			DF			DG			DH			DI			DJ			DK			DL			DM			DN			DO			DP			DQ			DR			DS			DT			DU			DV			DW			DX			DY			DZ			EA			EB			EC			ED			EE			EF			EG			EH			EI			EJ			EK			EL			EM			EN			EO			EP			EQ			ER			ES			ET			EU			EV			EW			EX			EY			EZ			FA			FB			FC			FD			FE			FF			FG			FH			FI			FJ			FK			FL			FM			FN			FO			FP			FQ			FR			FS			FT			FU			FV			FW			FX			FY			FZ			GA			GB			GC			GD			GE			GF			GG			GH			GI			GJ			GK			GL			GM			GN			GO			GP			GQ			GR			GS			GT			GU			GV			GW			GX			GY			GZ			HA			HB			HC			HD			HE			HF			HG			HH			HI			HJ			HK			HL			HM			HN			HO			HP			HQ			HR			HS			HT			HU			HV			HW			HX			HY			HZ			IA			IB			IC			ID			IE			IF			IG			IH			II			IJ			IK			IL			IM			IN			IO			IP			IQ			IR			IS			IT			IU			IV			IW			IX			IY			IZ			JA			JB			JC			JD			JE			JF			JG			JH			JI			JJ			JK			JL			JM			JN			JO			JP			JQ			JR			JS			JT			JU			JV			JW			JX			JY			JZ			KA			KB			KC			KD			KE			KF			KG			KH			KI			KJ			KL			KM			KN			KO			KP			KQ			KR			KS			KT			KU			KV			KW			KX			KY			KZ			LA			LB			LC			LD			LE			LF			LG			LH			LI			LJ			LK			LM			LN			LO			LP			LQ			LR			LS			LT			LU			LV			LW			LX			LY			LZ			MA			MB			MC			MD			ME			MF			MG			MH			MI			MJ			MK			ML			MM			MN			MO			MP			MQ			MR			MS			MT			MU			MV			MW			MX			MY			MZ			NA			NB			NC			ND			NE			NF			NG			NH			NI			NJ			NK			NL			NM			NN			NO			NP			NQ			NR			NS			NT			NU			NV			NW			NX			NY			NZ			OA			OB			OC			OD			OE			OF			OG			OH			OI			OJ			OK			OL			OM			ON			OO			OP			OQ			OR			OS			OT			OU			OV			OW			OX			OY			OZ			PA			PB			PC			PD			PE			PF			PG			PH			PI			PJ			PK			PL			PM			PN			PO			PP			PQ			PR			PS			PT			PU			PV			PW			PX			PY			PZ			QA			QB			QC			QD			QE			QF			QG			QH			QI			QJ			QK			QL			QM			QN			QO			QP			QQ			QR			QS			QT			QU			QV			QW			QX			QY			QZ			RA			RB			RC			RD			RE			RF			RG			RH			RI			RJ			RK			RL			RM			RN			RO			RP			RQ			RR			RS			RT			RU			RV			RW			RX			RY			RZ			SA			SB			SC			SD			SE			SF			SG			SH			SI			SJ			SK			SL			SM			SN			SO			SP			SQ			SR			SS			ST			SU			SV			SW			SX			SY			SZ			TA			TB			TC			TD			TE			TF			TG			TH			TI			TJ			TK			TL			TM			TN			TO			TP			TQ			TR			TS			TT			TU			TV			TW			TX			TY			TZ			UA			UB			UC			UD			UE			UF			UG			UH			UI			UJ			UK			UL			UM			UN			UO			UP			UQ			UR			US			UT			UU			UV			UW			UX			UY			UZ			VA			VB			VC			VD			VE			VF			VG			VH			VI			VJ			VK			VL			VM			VN			VO			VP			VQ			VR			VS			VT			VU			VV			VW			VX			VY			VZ			WA			WB			WC			WD			WE			WF			WG			WH			WI			WJ			WK			WL			WM			WN			WO			WP			WQ			WR			WS			WT			WU			WV			WW			WX			WY			WZ			XA			XB			XC			XD			XE			XF			XG			XH			XI			XJ			XK			XL			XM			XN			XO			XP			XQ			XR			XS			XT			XU			XV			XW			XX			XY			XZ			YA			YB			YC			YD			YE			YF			YG			YH			YI			YJ			YK			YL			YM			YN			YO			YP			YQ			YR			YS			YT			YU			YV			YW			YX			YY			YZ			ZA			ZB			ZC			ZD			ZE			ZF			ZG			ZH			ZI			ZJ			ZK			ZL			ZM			ZN			ZO			ZP			ZQ			ZR			ZS			ZT			ZU			ZV			ZW			ZX			ZY			ZZ		
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## 2015 Capital Expense Budget (Updated June 2015)

[illegible]





## Clay Township Regional Waste District

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

### Title                      Sanitary Sewer Connection Policy

Effective Date    ~~August, 2012~~ August 10, 2015

**Policy**                      The owner of property that is to be served by the sewage works of the District must pay ~~or sign up for a payment plan~~ for their share of the local construction costs ~~within ninety days following the issuance of the notice for payment before connecting to the sanitary sewer~~. The owner may connect to the sanitary sewer on an as needed basis unless the Health Department deems that the septic system is creating an environmental hazard and/or the septic system is in a failed state.

**Procedure**                      The said local construction share ~~may~~ shall be paid in full ~~or under the financing provisions~~ as stated in the sewer surcharge ordinance for that property. The local construction share, equivalent dwelling unit fee and inspection fee must be paid at the time of the issuance of the permit for connection or prior to that time.

The local construction share shall increase at an annual rate of 3.00 percent for property owners who do not immediately connect. This rate shall be adjusted every year to reflect the current cost of borrowing and current rate of inflation for construction costs.

Approved By    Board of Trustees



## MEMORANDUM

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**To: Board of Trustees**

**From: Wes Merkle**

**Date: July 6, 2015**

**Subject: Project #1502 Lift Station 2  
Pump Replacements**

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The subject project includes replacing pumps at Lift Station 2; two pumps sending flow to Basin 1/Carmel will be replaced in kind and two pumps will be upsized to increase capacity to the Michigan Road WWTP. All pumps are sized for existing and future/buildout conditions. These pumps will be installed under a larger construction contract that will be bid in August and awarded in September. The larger pumps have a long lead time. Ordering pumps now will save on cost and allow delivery 2-3 months earlier.

Quotes were received as follows:

1. Xylem Water Solutions USA (Flygt pumps): \$193,890
2. Straeffler Pump & Supply (KSB pumps): \$229,950

Recommended Action: Approve the purchasing of replacement pumps for Lift Station 2 from Xylem Water Solutions USA for \$193,890.





## MEMORANDUM

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**To: Board of Trustees**

**From: Wes Merkle**

**Date: July 1, 2015**

**Subject: DDC Hotels  
Sewer Service Agreement**

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DDC Hotels Inc. (DDC) is constructing a Drury Inn between 96<sup>th</sup> Street and Interstate 465, just east of US 31/Meridian Street. Under this project DDC will extend gravity sewer beneath US 31 to service their property, which will be dedicated to the District upon completion.

INDOT typically requires encasement of gravity sewers within its right of way. DDC requested INDOT only require it to encase the part of the sanitary sewer beneath the actual roadway. INDOT released DDC requiring encasement of sewers at a later date should the road ever be widened.

The attached Sewer Service Agreement ensures DDC or its successors pay the cost for any future encasement should it be required by INDOT.

Recommended Action: Approve the attached Sewer Service Agreement with DDC Hotels Inc.



## MEMORANDUM

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**To: Board of Trustees**

**From: Wes Merkle**

**Date: July 1, 2015**

**Subject: Project #1505  
WWTP Odor Control Upgrades**

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In early June staff issued a Request for Proposals to three firms to provide consulting services for the subject project. Staff reviewed their responses and recommends Clean Air and Water Engineering to complete the study.

Recommended Action: Approve the professional services contract with Clean Air and Water Engineering in the amount of \$31,000.



## MEMORANDUM

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**To: Board of Trustees**

**From: Wes Merkle**

**Date: July 6, 2015**

**Subject: Project #1507  
Lift Station 16 Reconstruction**

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In early June staff issued a Request for Proposals to three firms to provide consulting services for the subject project. Staff reviewed their responses and recommends GRW to complete the work, which includes engineering design, permitting, bidding and construction administration.

Recommended Action: Approve the professional services contract with GRW in an amount not to exceed \$58,300.

# Clay Township Regional Waste District

8.a.

## Register of Claims

For the period 6/9/2015 through 7/13/2015

Name of Claimant	Fund	Payment Date	Check Number	Amount of Claim	Amount Allowed	Memorandum
Carmel Utilities	Operating	6/9/15	6600	\$54,408.42	\$54,408.42	Carmel Treatment - May
Carmel Utilities	Operating	6/9/15	6600	\$1,033.80	\$1,033.80	Meter Reads - May
Colwell Lawn & Landscaping	Operating	6/9/15	6601	\$106.00	\$106.00	May mowing - plant
DLZ Indiana, LLC	Operating	6/9/15	6602	\$5,700.00	\$5,700.00	Construction Observ - Hidden Pines
DLZ Indiana, LLC	Operating	6/9/15	6602	\$150.00	\$150.00	Constr Observ - The Preserve at Bear Creek
Edie Miller	Operating	6/9/15	6603	\$18.40	\$18.40	Mileage 6/4
Gatekeeper Services, LLC	Operating	6/9/15	6604	\$423.75	\$423.75	Plant R&M
IPL	Operating	6/9/15	6605	\$21.51	\$21.51	LS 18
IPL	Operating	6/9/15	6605	\$58.75	\$58.75	LS 12
IPL	Operating	6/9/15	6605	\$447.77	\$447.77	LS 8
IPL	Operating	6/9/15	6605	\$72.63	\$72.63	LS 3
IPL	Operating	6/9/15	6605	\$835.04	\$835.04	LS 10
IPL	Operating	6/9/15	6605	\$23.82	\$23.82	LS 22
IPL	Operating	6/9/15	6605	\$22.40	\$22.40	LS 25
IPL	Operating	6/9/15	6605	\$44.44	\$44.44	LS 20
IPL	Operating	6/9/15	6605	\$33.30	\$33.30	LS 24
IPL	Operating	6/9/15	6605	\$3,776.04	\$3,776.04	LS 2
IPL	Operating	6/9/15	6605	\$264.66	\$264.66	LS 9
IUPPS	Operating	6/9/15	6606	\$1,940.40	\$1,940.40	Locates
Joe Hood	Operating	6/9/15	6607	\$43.13	\$43.13	On-call mileage - 5/30, 31
Napa Auto Parts	Operating	6/9/15	6608	\$140.23	\$140.23	Vehicle R&M
Napa Auto Parts	Operating	6/9/15	6608	\$30.93	\$30.93	Plant R&M
Napa Auto Parts	Operating	6/9/15	6608	\$116.93	\$116.93	Vehicle R&M
Napa Auto Parts	Operating	6/9/15	6608	\$177.48	\$177.48	Plant R&M
Napa Auto Parts	Operating	6/9/15	6608	\$40.96	\$40.96	Equipment repair
Napa Auto Parts	Operating	6/9/15	6608	\$91.92	\$91.92	Plant R&M
Napa Auto Parts	Operating	6/9/15	6608	\$34.98	\$34.98	Plant R&M
NickPrint, Inc.	Operating	6/9/15	6609	\$1,774.00	\$1,774.00	Brochures - Customer Outreach
Purafil, Inc./ Lockbox #3533	Operating	6/9/15	6610	\$3,427.85	\$3,427.85	LS R&M - odor control media
Ron Hansen	Operating	6/9/15	6611	\$31.62	\$31.62	40th Anniversary - staff
Star Media	Operating	6/9/15	6612	\$278.10	\$278.10	Public Notice - User Rate Ordinance
Clay Township Regional Waste District	Operating	6/9/15	6613	\$500,000.00	\$500,000.00	Transfer to new bank - Citizens
Fluid Waste Services, Inc.	Operating	6/9/15	6614	\$370.00	\$370.00	Televise 8" main for possible sink hole
Brian Alexander	Operating	6/9/15	6615	\$128.39	\$128.39	Clothing allowance - boots
Ray Clemens	Operating	6/9/15	6616	\$400.00	\$400.00	Janitorial service - plant
Allison Payment Systems LLC	Operating	6/10/15	6617	\$3,314.83	\$3,314.83	Billing services
Allison Payment Systems LLC	Operating	6/10/15	6617	\$4,847.41	\$4,847.41	Postage - billing
PNC Bank	Operating	6/12/15	6618	\$3,479.99	\$3,479.99	CC EXPENSES-MAY
Carmel Utilities	Operating	6/15/15	6619	\$35.83	\$35.83	Storm Fees

# Clay Township Regional Waste District

8.a.

## Register of Claims

For the period 6/9/2015 through 7/13/2015

Name of Claimant	Fund	Payment Date	Check Number	Amount of Claim	Amount Allowed	Memorandum
Vectren Energy Delivery	Operating	6/15/15	6620	\$17.73	\$17.73	LS 10
Vectren Energy Delivery	Operating	6/15/15	6620	\$17.75	\$17.75	LS 4
Vectren Energy Delivery	Operating	6/15/15	6620	\$50.40	\$50.40	LS 2
AFLAC	Operating	6/17/15	6621	\$475.52	\$475.52	Deferred Liability
Bright House Networks	Operating	6/17/15	6622	\$249.70	\$249.70	Internet Service-June
Carmel Utilities	Operating	6/17/15	6623	\$10.89	\$10.89	LS 1 Water
Carmel Utilities	Operating	6/17/15	6623	\$10.89	\$10.89	LS 2 Water
Hamilton County Recorder	Operating	6/17/15	6624	\$696.00	\$696.00	Lien Releases
IN Dept. of Workforce Development	Operating	6/17/15	6625	\$644.00	\$644.00	133635-Unemployment
McAfee, Inc.	Operating	6/17/15	6626	\$119.20	\$119.20	Computer Expense
MetLife Small Business Center	Operating	6/17/15	6627	\$2,042.04	\$2,042.04	Employee Dental Insurance
Ryan Hartman	Operating	6/17/15	6628	\$14.09	\$14.09	Travel/Mileage
Unum Life Insurance Company of America	Operating	6/17/15	6629	\$905.20	\$905.20	Employee Life Insurance
Hamilton County Recorder	Operating	6/17/15	6630	\$780.00	\$780.00	Lien Releases
Boone County Recorder	Operating	6/18/15	6631	\$60.00	\$60.00	5 liens filed
Hamilton County Recorder	Operating	6/18/15	6632	\$483.00	\$483.00	43 liens filed
Hamilton County Recorder	Operating	6/18/15	6633	\$495.00	\$495.00	45 liens filed
Kevin Rybak	Operating	6/19/15	6634	\$82.80	\$82.80	On-call mileage 6/12 - 18
Richard Hoole	Operating	6/19/15	6635	\$20.70	\$20.70	On-call mileage
Ron Hansen	Operating	6/19/15	6636	\$425.88	\$425.88	Checks for Citizens State Bank
Anthem Blue Cross Blue Shield	Operating	6/22/15	6637	\$22,558.44	\$22,558.44	Employee health insurance
AT&T Mobility	Operating	6/22/15	6638	\$740.35	\$740.35	LS phone service
Terri Kreyling	Operating	6/22/15	6639	\$19.31	\$19.31	Mileage, supplies
Control Tech Heating & Air Cond.	Operating	6/23/15	6640	\$204.00	\$204.00	LS 21 maint
Control Tech Heating & Air Cond.	Operating	6/23/15	6640	\$204.00	\$204.00	LS 1 maint
Control Tech Heating & Air Cond.	Operating	6/23/15	6640	\$204.00	\$204.00	LS 10 maint
Control Tech Heating & Air Cond.	Operating	6/23/15	6640	\$204.00	\$204.00	LS 23 maint
Control Tech Heating & Air Cond.	Operating	6/23/15	6640	\$388.00	\$388.00	LS 2 maint
Control Tech Heating & Air Cond.	Operating	6/23/15	6640	\$204.00	\$204.00	LS 14 maint
Control Tech Heating & Air Cond.	Operating	6/23/15	6640	\$940.00	\$940.00	Plant maint
Control Tech Heating & Air Cond.	Operating	6/23/15	6640	\$204.00	\$204.00	LS 17 maint
AT & T	Operating	6/25/15	6641	\$717.72	\$717.72	Plant Internet Service
AT&T Mobility	Operating	6/25/15	6642	\$807.09	\$807.09	Employee Mobile Service
Citizens Energy Group	Operating	6/25/15	6643	\$33.16	\$33.16	Plant Water Service
Duke Energy	Operating	6/25/15	6644	\$1,465.71	\$1,465.71	LS 1
Duke Energy	Operating	6/25/15	6644	\$57.82	\$57.82	LS 6
Duke Energy	Operating	6/25/15	6644	\$375.22	\$375.22	LS 4
Duke Energy	Operating	6/25/15	6644	\$127.22	\$127.22	LS 5
Duke Energy	Operating	6/25/15	6644	\$244.58	\$244.58	LS 21

# Clay Township Regional Waste District

8.a.

## Register of Claims

For the period 6/9/2015 through 7/13/2015

Name of Claimant	Fund	Payment Date	Check Number	Amount of Claim	Amount Allowed	Memorandum
Duke Energy	Operating	6/25/15	6644	\$249.91	\$249.91	LS 19
Pitney Bowes	Operating	6/25/15	6645	\$200.00	\$200.00	Postage Machine Rental
Vectren Energy Delivery	Operating	6/25/15	6646	\$192.97	\$192.97	Plant Gas Service
Clay Township Regional Waste District	Operating	6/26/15	6647	\$450,000.00	\$450,000.00	Transfer to new bank - Citizens State Bank
Duke Energy	Operating	6/26/15	6648	\$702.69	\$702.69	LS 14
Duke Energy	Operating	6/26/15	6648	\$776.14	\$776.14	LS 17
Duke Energy	Operating	6/26/15	6648	\$205.50	\$205.50	LS 16
Duke Energy	Operating	6/26/15	6648	\$175.37	\$175.37	LS 11
Duke Energy	Operating	6/26/15	6648	\$359.40	\$359.40	LS 23
Duke Energy	Operating	6/26/15	6648	\$15,854.38	\$15,854.38	Plant
Jacob Tolley	Operating	6/26/15	6649	\$188.60	\$188.60	Travel/Mileage-On Call
AT&T	Operating	7/1/15	7001	\$253.32	\$253.32	Plant Phone Service
Jason Lewin	Operating	7/2/15	7002	\$43.70	\$43.70	Travel/Mileage-On Call
Richard Hoole	Operating	7/2/15	7003	\$62.10	\$62.10	Travel/Mileage-On Call
Scot Watkins	Operating	7/7/15	7004	\$156.36	\$156.36	Call Outs & Jeans
Strand Associates, Inc.	Plant Expansion	7/13/15	7005	\$1,581.57	\$1,581.57	CIP - WWTP Digesters
GRW	Interceptor	7/13/15	7006	\$24,223.75	\$24,223.75	CIP - 106th St FM - design
McClain Cottingham & Gilligan, LLC	Interceptor	7/13/15	7007	\$2,400.00	\$2,400.00	CIP - 106th St Forcemain
Strand Associates, Inc.	Interceptor	7/13/15	7008	\$1,710.07	\$1,710.07	CIP - NE Regional Lift Station
Strand Associates, Inc.	Reserve for Replace.	7/13/15	7009	\$31,792.50	\$31,792.50	CIP - LS 2 Pump Repl
982-Praxair Distribution, Inc.	Operating	7/13/15	7010	\$26.00	\$26.00	Plant R&M
Aaron Strong	Operating	7/13/15	7011	\$30.00	\$30.00	Cellphone reimbursement
Accurate Laser Systems, Inc.	Operating	7/13/15	7012	\$186.60	\$186.60	Locate paint
Accurate Laser Systems, Inc.	Operating	7/13/15	7012	\$36.00	\$36.00	Line maintenance
ACE Technologies, LLC	Operating	7/13/15	7013	\$1,380.00	\$1,380.00	Lift Station R&M
ACE Technologies, LLC	Operating	7/13/15	7013	\$1,104.81	\$1,104.81	Lift Station R&M
ACE Technologies, LLC	Operating	7/13/15	7013	\$3,587.73	\$3,587.73	Plant R&M
ACE Technologies, LLC	Operating	7/13/15	7013	\$287.50	\$287.50	Lift Station R&M
ACE Technologies, LLC	Operating	7/13/15	7013	\$460.00	\$460.00	Plant R&M
Acorn Distributors, Inc.	Operating	7/13/15	7014	\$358.13	\$358.13	Gov't Center cleaning supplies
Auto Outfitters	Operating	7/13/15	7015	\$1,690.63	\$1,690.63	Mower repairs, led lights
Barbara Lamb	Operating	7/13/15	7016	\$100.00	\$100.00	Board fees
BL Anderson Company, Inc.	Operating	7/13/15	7017	\$4,242.00	\$4,242.00	Blower for digester# 2
Brenntag Mid-South, Inc.	Operating	7/13/15	7018	\$4,109.21	\$4,109.21	Alum - plant chemical
Brenntag Mid-South, Inc.	Operating	7/13/15	7018	(\$2,000.00)	(\$2,000.00)	Container return - credit
Brian Alexander	Operating	7/13/15	7019	\$30.00	\$30.00	Cellphone reimbursement
Bridgestone Hosepower, LLC	Operating	7/13/15	7020	\$152.49	\$152.49	Lift Station R&M
Campbell Kyle Proffitt LLP	Operating	7/13/15	7021	\$135.00	\$135.00	Collection - Chumley

# Clay Township Regional Waste District

8.a.

## Register of Claims

For the period 6/9/2015 through 7/13/2015

Name of Claimant	Fund	Payment Date	Check Number	Amount of Claim	Amount Allowed	Memorandum
Campbell Kyle Proffitt LLP	Operating	7/13/15	7021	\$45.00	\$45.00	Collection - White
Campbell Kyle Proffitt LLP	Operating	7/13/15	7021	\$2,509.00	\$2,509.00	Legal fees
Carl S. Mills	Operating	7/13/15	7022	\$200.00	\$200.00	Board fees
Carmel Utilities	Operating	7/13/15	7023	\$654.39	\$654.39	Hydrant meter rental
Carmel Utilities	Operating	7/13/15	7024	\$35.83	\$35.83	Storm water feese
Charles Ford	Operating	7/13/15	7025	\$100.00	\$100.00	Board fees
CHEMSEARCHFE	Operating	7/13/15	7026	\$505.00	\$505.00	Lift Station operating supplies
Clay Township Regional Waste District	Operating	7/13/15	7027	\$2,000,000.00	\$2,000,000.00	Investment - 5 yr CD - Fifth Third Bank - 2.08%
Clay Township Trustee	Operating	7/13/15	7028	\$2,163.98	\$2,163.98	Gov't Center expenses
Colwell Lawn & Landscaping	Operating	7/13/15	7029	\$81.00	\$81.00	Plant mowing
Commercial Sewer Cleaning Co. Inc.	Operating	7/13/15	7030	\$446.00	\$446.00	Plant R&M
Community Employer Health	Operating	7/13/15	7031	\$366.58	\$366.58	Insurance - EAP
Community Occupational Health Services	Operating	7/13/15	7032	\$175.00	\$175.00	Employee tests
Continental Research Corporation	Operating	7/13/15	7033	\$381.60	\$381.60	Plant R&M
Continental Utility Solutions, Inc.	Operating	7/13/15	7034	\$1,306.01	\$1,306.01	Billing System - consultant
DLZ Indiana, LLC	Operating	7/13/15	7035	\$2,325.00	\$2,325.00	Construction Observ - Westmont Sec 2B
DLZ Indiana, LLC	Operating	7/13/15	7035	\$375.00	\$375.00	Construction Observ-The Bridges Retail-McDonalds
DLZ Indiana, LLC	Operating	7/13/15	7035	\$13,275.00	\$13,275.00	Construction Observ - Hidden Pines Sec 1
DLZ Indiana, LLC	Operating	7/13/15	7035	\$112.50	\$112.50	Construction Observ - Lakes@Towne Rd Sec 3
Element Materials Technology Daleville, LLC	Operating	7/13/15	7036	\$1,424.00	\$1,424.00	Sewer sampling
Environmental Resource Associates	Operating	7/13/15	7037	\$488.51	\$488.51	Sewer sampling
Eric Hand	Operating	7/13/15	7038	\$150.00	\$150.00	Board fees
Eric Luis Delacruz	Operating	7/13/15	7039	\$30.00	\$30.00	Cellphone reimbursement
Fastenal Company	Operating	7/13/15	7040	\$2,121.09	\$2,121.09	Lift Station R&M
Fastenal Company	Operating	7/13/15	7040	\$284.07	\$284.07	Plant R&M
Fastenal Company	Operating	7/13/15	7040	\$431.80	\$431.80	Plant R&M
Ferguson Enterprises, Inc. #1480	Operating	7/13/15	7041	\$156.25	\$156.25	Sewer sampling
Ferguson Waterworks #1934	Operating	7/13/15	7042	\$1,008.00	\$1,008.00	Line maintenance
FerrellGas	Operating	7/13/15	7043	\$36.85	\$36.85	Operating supplies - plant
FerrellGas	Operating	7/13/15	7043	\$67.96	\$67.96	Operating supplies - plant
FerrellGas	Operating	7/13/15	7043	\$12.00	\$12.00	Plant operating supplies
Fleet Services "On-Site"	Operating	7/13/15	7044	\$546.83	\$546.83	Vehicle R&M
Fleet Services "On-Site"	Operating	7/13/15	7044	\$232.25	\$232.25	Vehicle R&M
Fluid Waste Services, Inc.	Operating	7/13/15	7045	\$512.50	\$512.50	Televising
Gripp, Inc.	Operating	7/13/15	7046	\$863.29	\$863.29	Plant R&M
Gripp, Inc.	Operating	7/13/15	7046	\$500.00	\$500.00	LS 8 R&M
GRW	Operating	7/13/15	7047	\$7,120.00	\$7,120.00	CIP - Cedar Point sewer - engineering
Hach Company	Operating	7/13/15	7048	\$205.19	\$205.19	Sewer sampling
Indy IT Professionals	Operating	7/13/15	7049	\$300.00	\$300.00	Computer exp



# Clay Township Regional Waste District

8.a.

## Register of Claims

For the period 6/9/2015 through 7/13/2015

Name of Claimant	Fund	Payment Date	Check Number	Amount of Claim	Amount Allowed	Memorandum
Indy IT Professionals	Operating	7/13/15	7049	\$80.00	\$80.00	Computer exp
Indy IT Professionals	Operating	7/13/15	7049	\$1,985.00	\$1,985.00	Computer exp
IUPPS	Operating	7/13/15	7050	\$1,910.70	\$1,910.70	Locates
Jane B. Merrill	Operating	7/13/15	7051	\$200.00	\$200.00	Board fees
Jeffrey Martin	Operating	7/13/15	7052	\$30.00	\$30.00	Cellphone reimbursement
Joseph R. Clark	Operating	7/13/15	7053	\$200.00	\$200.00	Board fees
Kermin Huntley	Operating	7/13/15	7054	\$30.00	\$30.00	Cellphone reimbursement
Marilyn Anderson	Operating	7/13/15	7055	\$550.00	\$550.00	Board fees
Merrell Brothers, Inc.	Operating	7/13/15	7056	\$520.00	\$520.00	Lift Station R&M
Merrell Brothers, Inc.	Operating	7/13/15	7056	\$9,765.43	\$9,765.43	Biosolids disposal
Michael A. McDonald	Operating	7/13/15	7057	\$300.00	\$300.00	Board fees
Amit Anand	Operating	7/13/15	7058	\$18.83	\$18.83	Refund on final bill
Jennifer Archbold	Operating	7/13/15	7059	\$15.04	\$15.04	Refund on final bill
Jeremy Bryant	Operating	7/13/15	7060	\$22.96	\$22.96	Refund on final bill
Amy Calanog	Operating	7/13/15	7061	\$19.81	\$19.81	Refund on final bill
D H Chan	Operating	7/13/15	7062	\$146.43	\$146.43	Refund on final bill
Melanie Conour	Operating	7/13/15	7063	\$10.00	\$10.00	Refund on final sewer bill
Angela Cotter	Operating	7/13/15	7064	\$54.03	\$54.03	Refund on final bill
Natalie Elam	Operating	7/13/15	7065	\$35.00	\$35.00	Refund on final bill
Bradley Evans	Operating	7/13/15	7066	\$22.79	\$22.79	Refund on final bill
Garret Glass	Operating	7/13/15	7067	\$22.87	\$22.87	Refund on final bill
Chris Halvorson	Operating	7/13/15	7068	\$16.32	\$16.32	Refund on final bill
Fred Hecker	Operating	7/13/15	7069	\$21.14	\$21.14	Refund on final bill
Kambiz & Susan Karimi	Operating	7/13/15	7070	\$40.73	\$40.73	Refund overpayment on contract acct
Carl Lichte	Operating	7/13/15	7071	\$34.02	\$34.02	Refund on final bill
Village of West Clay HOA	Operating	7/13/15	7072	\$1,781.74	\$1,781.74	Refund sewer payments
Village of West Clay HOA	Operating	7/13/15	7072	(\$100.00)	(\$100.00)	I&I reinspection fee
David Matly	Operating	7/13/15	7073	\$21.78	\$21.78	Refund on final bill
Megan Nethery	Operating	7/13/15	7074	\$35.55	\$35.55	Refund on final bill
Kara Roberts	Operating	7/13/15	7075	\$17.77	\$17.77	Refund on final bill
Alexander Robling	Operating	7/13/15	7076	\$8.45	\$8.45	Refund on final bill
Bryce Clinton Ruth III	Operating	7/13/15	7077	\$17.78	\$17.78	Refund on final bill
Patrick Sullivan	Operating	7/13/15	7078	\$812.22	\$812.22	Refund due to adjustment on acct
Jake Underwood	Operating	7/13/15	7079	\$25.22	\$25.22	Refund on final bill
Alfred Bowles	Operating	7/13/15	7080	\$16.31	\$16.31	Refund on final sewer bill
Nalco Crossbow Water	Operating	7/13/15	7081	\$159.95	\$159.95	Sewer sampling
Nalco Crossbow Water	Operating	7/13/15	7081	\$130.00	\$130.00	Sewer sampling
Napa Auto Parts	Operating	7/13/15	7082	\$62.70	\$62.70	Plant R&M
Napa Auto Parts	Operating	7/13/15	7082	\$9.49	\$9.49	Plant supplies

# Clay Township Regional Waste District

8.a.

## Register of Claims

For the period 6/9/2015 through 7/13/2015

Name of Claimant	Fund	Payment Date	Check Number	Amount of Claim	Amount Allowed	Memorandum
Napa Auto Parts	Operating	7/13/15	7082	\$75.98	\$75.98	Vehicle R&M
Napa Auto Parts	Operating	7/13/15	7082	\$79.98	\$79.98	LS 2 R&M
Napa Auto Parts	Operating	7/13/15	7082	\$6.98	\$6.98	Vehicle R&M
Napa Auto Parts	Operating	7/13/15	7082	\$8.49	\$8.49	Lift Station R&M
NCL of Wisconsin, Inc.	Operating	7/13/15	7083	\$203.23	\$203.23	Sewer sampling
Neenah Foundry Co.	Operating	7/13/15	7084	\$281.00	\$281.00	Line maintenance
O. W. Krohn & Associates, LLP	Operating	7/13/15	7085	\$2,516.25	\$2,516.25	Consulting - Carmel Rate Increase
Office Depot	Operating	7/13/15	7086	\$26.36	\$26.36	Office supplies
Office Depot	Operating	7/13/15	7086	\$178.41	\$178.41	Office supplies
Office Depot	Operating	7/13/15	7086	\$19.99	\$19.99	Office supplies
Pitney Bowes, Inc.	Operating	7/13/15	7087	\$81.08	\$81.08	Office supplies
Quench USA, Inc.	Operating	7/13/15	7088	\$99.00	\$99.00	Office water service
Ray Clemens	Operating	7/13/15	7089	\$400.00	\$400.00	Janitorial service - plant
Republic Services #761	Operating	7/13/15	7090	\$244.13	\$244.13	Trash service - plant
Reserve Account	Operating	7/13/15	7091	\$750.00	\$750.00	Postage
Safeguard Business Systems	Operating	7/13/15	7092	\$43.45	\$43.45	Deposit tickets - new bank
SAMCO	Operating	7/13/15	7093	\$13,575.00	\$13,575.00	Construction Observ - Jackson's Grant Sec 1a
SAMCO	Operating	7/13/15	7093	\$112.50	\$112.50	Construction Observ - Ashmore
SAMCO	Operating	7/13/15	7093	\$787.50	\$787.50	Construction Observ - Lakeside Apts
SAMCO	Operating	7/13/15	7093	\$112.50	\$112.50	Construction Observ - St Mary & St Mark Church
SAMCO	Operating	7/13/15	7093	\$5,812.50	\$5,812.50	Construction Observ - Woods@Shelborne Sec 1
Signius Communications	Operating	7/13/15	7094	\$64.50	\$64.50	Phone answering service
Superior Chemicals	Operating	7/13/15	7095	\$599.90	\$599.90	Degreaser - plant r&m
SyTech, Inc.	Operating	7/13/15	7096	\$250.00	\$250.00	Computer exp
Taylor Oil Company, Inc.	Operating	7/13/15	7097	\$1,245.11	\$1,245.11	Fuel - generators
Taylor Oil Company, Inc.	Operating	7/13/15	7097	\$1,511.69	\$1,511.69	Fuel - vehicles
Taylor Systems, Inc.	Operating	7/13/15	7098	\$99.54	\$99.54	Plant phone system
Toshiba Business Solutions	Operating	7/13/15	7099	\$157.66	\$157.66	Plant copier maintenance
Travelers	Operating	7/13/15	7100	\$2,500.00	\$2,500.00	Insurance deductible - sewer backup claim
UniFirst Corporation	Operating	7/13/15	7101	\$33.00	\$33.00	Floor mats - plant
UniFirst Corporation	Operating	7/13/15	7101	\$33.00	\$33.00	Floor mats - plant
UniFirst Corporation	Operating	7/13/15	7101	\$33.00	\$33.00	Floor mats - plant
UniFirst Corporation	Operating	7/13/15	7101	\$33.00	\$33.00	Floor mats - plant
Vasey Commercial Heating & AC, Inc.	Operating	7/13/15	7102	\$189.50	\$189.50	Plant R&M
Vasey Commercial Heating & AC, Inc.	Operating	7/13/15	7102	\$747.00	\$747.00	Plant a/c maintenance
Wex Bank	Operating	7/13/15	7103	\$329.04	\$329.04	Fuel - office vehicles
Wiers Fleet Partners	Operating	7/13/15	7104	\$421.89	\$421.89	Vehicle R&M - freightliner
Beyond Payroll	Operating - ACH	6/9/15	20150602	\$49,536.10	\$49,536.10	Payroll - period ending 6/5/2015
Empower Retirement (Hoosier START)	Operating - ACH	6/10/15	20150603	\$5.00	\$5.00	6/10 payroll - 457b - Roth

# Clay Township Regional Waste District

8.a.

## Register of Claims

For the period 6/9/2015 through 7/13/2015

Name of Claimant	Fund	Payment Date	Check Number	Amount of Claim	Amount Allowed	Memorandum
Empower Retirement (Hoosier START)	Operating - ACH	6/10/15	20150603	\$2,930.99	\$2,930.99	6/10 payroll - 457b liability
Empower Retirement (Hoosier START)	Operating - ACH	6/10/15	20150603	\$4,911.70	\$4,911.70	6/10 payroll - 401a retirement exp
Fifth Third Bank	Operating	6/11/15	20150604	\$637.52	\$637.52	Bank fees - May
Beyond Payroll	Operating - ACH	6/23/15	20150605	\$50,219.40	\$50,219.40	6/24 payroll
Empower Retirement (Hoosier START)	Operating - ACH	6/24/15	20150606	\$5.00	\$5.00	6/24 payroll - 457b - Roth
Empower Retirement (Hoosier START)	Operating - ACH	6/24/15	20150606	\$2,942.98	\$2,942.98	6/24 payroll - 457b liability
Empower Retirement (Hoosier START)	Operating - ACH	6/24/15	20150606	\$4,908.95	\$4,908.95	6/24 payroll - 401a retirement exp
Beyond Payroll	Operating - ACH	6/29/15	20150607	\$546.00	\$546.00	June payroll fees
Beyond Payroll	Operating - ACH	7/8/15	20150701	\$55,359.30	\$55,359.30	Payroll - period ending 7/3/2015
Empower Retirement (Hoosier START)	Operating - ACH	7/8/15	20150702	\$5,340.18	\$5,340.18	7/8 payroll - 401a retirement
Empower Retirement (Hoosier START)	Operating - ACH	7/8/15	20150702	\$5.00	\$5.00	7/8 payroll - 457b - Roth
Empower Retirement (Hoosier START)	Operating - ACH	7/8/15	20150702	\$2,932.51	\$2,932.51	7/8 payroll - 457b liability

## ALLOWANCE OF CLAIMS

We have examined the claims listed on the foregoing Register of Claims, consisting of 7 pages, and except for claims not allowed as shown on the register, such claims are hereby allowed in the total amount of \$ 3,447,029.88, including a \$2,000,000 investment.
