



BOARD OF TRUSTEE MEETING

Monday, February 12, 2018 @ 7:00 P.M.

Memorandum

ROLL CALL

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

Chuck Ford was absent.

PUBLIC COMMENTS

Steve Wanner, 1473 Stormy Ridge Court, Carmel, stated that he has made a contingent offer on a lot in Autumn Woods Farms where his family wishes to build a home. The lot is located within 300 feet of a sewer stub in another neighborhood. It would be too costly for him to connect to that line. The County and Township have told him that he should hook up to the sewer. He is not interested in having a septic field on the property, it is wooded, and he would like to preserve as many trees as possible. He will not complete the purchase the property unless this project is approved.

Mr. Pittman asked Mr. Wanner if he is asking the Board to approve the project.

Mr. Wanner confirmed that he is asking the Board to approve the project.

Jessica Peckinpaugh, 14572 Autumn Woods Drive, stated that her family plans to break ground on their home and are waiting for the sewer system to be installed. Having a septic system would cause them to have to change the location of the house and driveway. Their preferred site plan needs sewer availability. She asked the Board to approve the project.

Alicia Duffy, 14563 Autumn Woods Farms, her family has a lot they would like to build on with lots of trees. There would be more flexibility in what they can build with a sewer line. They would rather hook into the sewer line than build a septic field. She stated that her family is strongly in favor.

Public Comments Closed at 7:06 p.m.

COMMITTEE ASSIGNMENTS

Ms. Anderson stated that she would like to keep the committee assignments the same as they are now.

APPROVAL OF MEMORANDUM

Ms. Merrill made a motion to approve the memorandum from the January Board Meeting. Steve Pittman seconded the motion and it was approved unanimously.

DEDICATION OF WOODSIDE AT WEST CLAY

Mr. Hand made a motion to accept the dedication of the sewers at Woodside at West Clay. Mr. Mills seconded the motion and it was approved 7-0, Mr. Pittman recused himself from the vote.

Mr. Hand made a motion to reorder the agenda so that item number 8.c.i. #1707 Neighborhood Sewer Project Construction Contract Award could be heard first since there are members of the public present that came for this agenda item. The motion was seconded by Mr. Pittman and approved unanimously.

Mr. Pittman stated that the project was discussed in the C&C Committee and he made a motion to approve #1707 Neighborhood Sewer Project Construction Contract Award to TPI in the of \$210,075.00. The motion was seconded by Ms. Merrill.

Ms. Lamb asked why there was such a big difference between the bid pricing on this project.

Mr. Merkle stated that TPI had availability at this time of the year and they were able to give a very reasonable bid.

Mr. Shaver clarified that the bid is for three neighborhoods.

Ms. Anderson called for a vote and the project was approved 7-0. Mr. Shaver abstained from the vote.

Mr. Shaver explained that there has been an ongoing discussion about subdivision projects and knowing how many people are interested in hooking into the system. He thanked the residence in attendance for coming to the meeting and voicing their opinions.

Ms. Anderson explained to the property owners in attendance that the District will be putting the sewers in their neighborhood. She thanked them for coming to the meeting to speak.

CAPITAL & CONSTRUCTION COMMITTEE

Mr. Pittman stated that project #1901 Lift Station 14 Parallel Force Main Engineering Services was discussed in the C&C meeting and made a motion that the Board approve the professional services contract with GRW for up to \$110,000. The motion was seconded by Carl Mills.

Mr. Shaver asked what the average flow through the force main at Lift Station 14 is.

Mr. Merkle stated that the capacity at Lift Station 14 is 1,050 gallons per minute, maybe higher.

Mr. Shaver asked if the addition of the second force main will increase capacity at the lift station, or if it will increase the discharge capacity.

Mr. Merkle stated that adding an additional pipe will increase the capacity of the lift station by double, effectively the discharge of the force main would be the same number.

Mr. Shaver asked what adding the second force main will change for the District.

Mr. Merkel stated that adding the second force main will increase the capacity of the lift station to build out, roughly 2,100 gallons per minute.

Mr. Shaver asked if the District will be adding more pumps at the lift station or if the pumps at the lift station can handle the additional flow from a second pipe. He asked if the increase in demand is from clear water or sewage.

Mr. Merkle stated that the flow is a mixture of both clear water and sewage. The lift station must be designed from capacity in wet weather. This basin has the most available area for development. This is the fastest growing part of the service area.

Mr. Shaver asked if the lift station is hitting peaks during wet weather.

Mr. Merkle stated that all lift stations hit peaks during wet weather.

Ms. Anderson called for a vote, the motion was approved unanimously.

CLAIMS

Ms. Sheeks stated that there were no capital expenses in the month of January. The largest expense was the bill to the City of Carmel for treatment.

Mr. Mills asked why Ms. Sheeks bond cost less than those for the board members.

Ms. Sheeks stated that is just the way the bonds came back. .

Ms. Merrill stated that she did not see a claim for her bond.

Ms. Sheeks clarified that Ms. Merrill's bond was done later and will be on the next claims docket.

Mr. Pittman asked about a \$5,000 bill to ATAPCO.

Ms. Sheeks stated that it was a refund for a cooling tower. They asked for a 3 year look back because it was a cooling tower that was being billed as regular water consumption on their usage and received a refund based on that.

Mr. Hand asked about the electric service payments. He noted payments for the plant to both Duke Energy and IPL.

Mr. Williams stated that there was a typo, one of the numbers must be for a lift station. Duke services the plant.

Ms. Anderson called for a vote on the approval of the Claims Docket. It was approved unanimously.

ATTORNEY'S REPORTS

Mrs. Poindexter stated that she has met with Mr. Williams to discuss the Board's Conflict of Interest Forms. She explained that she is comfortable with the forms for items that are major conflicts. She explained that items that intellectually don't look or feel right for instance; if the board member or a family member would financially benefit from a project or contract, a conflict form must be filled out for that specific conflict, be approved by the appointing body and filed with the circuit court.

UTILITY DIRECTOR'S REPORT

Mr. Williams explained that the Staff is having issues with Outlook 2016. It is converting PDF files to winmail.dat files when sending email attachments. Currently Outlook does not have any clear way to fix this issue. Mr. Williams invited board members to attend a Social Engineering training on Wednesday February 14, 2018 at 10:00 a.m. The training will address how to handle direct mail, or phone calls that attempt to solicit private or company information. The Staff will be having a Wii Olympics competition and pitch-in after the meeting. Mr. Williams stated that Mrs. Poindexter and Mr. Merkle have been working with the Spring Mill Homeowners Association regarding restoration and the release of liability from damaged landscaping during construction. The District will pay \$2,000 to cover the costs associated with replacing the landscaping. Mr. Williams stated that even though the weather was bad in January the Staff was out in the field televising lines in Basin 1. The goal is to televise the entire system in this area, by working in the inclement weather they are now ahead of schedule. They have also been keeping current on manhole inspections.

Mr. Shaver asked Mr. Williams to thank the staff for working in the bad weather.

Ms. Anderson thanked Mr. Merkle for all the accomplishments made by his staff.

BUDGET & FINANCE COMMITTEE

Ms. Merrill stated that the Budget and Finance Committee met in January. No action items came out of that meeting. She thanked Mr. McDonald for his contribution to the discussion and suggestions he made regarding IT issues, both verbal and written.

Mr. McDonald praised the IT Staff on the accomplishments that were made in 2017. He said he was impressed with the number of issues that they were able to resolve.

Mr. Williams stated that Scot Watkins has responses to outstanding questions that Mr. McDonald had at the meeting and that he will forward them on as soon as he reviews them.

PERSONNEL & BENEFITS COMMITTEE

Ms. Lamb stated that the Personnel and Benefits Committee met in January. No action items came out of that meeting. The Committee developed a list of goals and a timeline for addressing the goals throughout the year.

Mrs. Poindexter asked to revisit committee assignments. She stated that there needed to be a motion and a vote to approve the committee appointments.

A motion was made by Mr. McDonald to approve Ms. Anderson's committee appointments.

C&C-Chair Steve Pittman, members Marilyn Anderson and Eric Hand

B&F-Chair Jane Merrill, members Michael McDonald and Carl Mills

P&B-Chair Barb Lamb, members Michael Shaver and Chuck Ford

Executive Committee- President Marilyn Anderson, Vice President Steve Pittman, Secretary Michael McDonald, Treasure Jane Merrill and at large member Carl Mills.

The motion was seconded by Ms. Lamb and approved unanimously.

OLD BUSINESS

Ms. Lamb asked about the unmetered resident that had questions about her bill. She asked if the Staff has reached a conclusion about her issue and if she has been contacted.

Mr. Williams stated that to reduce her rate the Board would need to change the Rate Ordinance. Budget and Finance discussed it in January and will be discussing it again in February to decide if the District should reduce everyone that is unmetered from a 7,000 gallon to a 5,000-gallon consumption rate or to limit the reduction to requests only. On the street of the property owner in question the range of usage for metered accounts varies from 1,000 gallons to 11,000 gallons so there is not a clear answer.

Ms. Lamb asked that someone from the Staff call the resident to give her an update on the discussion.

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NEW BUSINESS

Mr. Pittman stated that the C&C and B&F Committees discussed how to fund construction projects going forward and decided to use the current Interceptor Fee Ordinance for future projects unless there are circumstances that warrant the Board to consider a Local Construction Fee Ordinance for a project.

ADJOURN

Mr. Pittman made a motion to adjourn the meeting. Ms. Merrill seconded the motion and it was approved unanimously.

The meeting adjourned at 7:33 p.m.

The next Board of Trustees Meeting is scheduled for Monday, March 12, 2018 at 7:00 p.m.

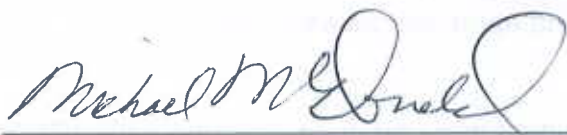
Respectfully submitted,



Andrew Williams
Utility Director

Approved:

X as Presented
 as Amended



Michael McDonald, Secretary


Marilyn Anderson, President