



BUDGET & FINANCE COMMITTEE

Friday, March 22, 2019 at 7:30 a.m.

Memorandum

Members present: Committee Chair Jane Merrill, Members Michael McDonald and Carl Mills. Others in attendance: Legal Counsel Anne Poindexter, Utility Director Andrew Williams, Controller Cindy Sheeks, Plant Superintendent Scot Watkins, and Administrative Assistant Maggie Crediford.

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

PUBLIC COMMENT

There was no one present from the public.

LATERAL LAUNCH CAMERA SYSTEM PURCHASE

Mr. Williams said money is allocated in TriCo's 2019 Budget to purchase a new camera for televising the sewer system. The current camera has logged over 1 million miles and has needed several repairs. A sales rep informed staff that the Merrillville Conservation District was looking to sell their camera. Merrillville's camera has a lateral launch feature that TriCo was not going to add on to a new camera because of the additional cost. Matt Starr went to Merrillville and inspected the camera. It is in almost new condition. It will be a \$20,000 savings from buying a new camera. Mr. Williams asked the Committee to make a recommendation to the Board to approve a resolution to purchase the camera from Merrillville.

Ms. Merrill recommended the committee ask the Board of Trustees to approve the resolution to purchase the camera in the amount of \$32,000 from the Merrillville Conservation District. The other two committee members agreed.

PLANT FLOW METER REPLACEMENT

Mr. Watkins stated replacing the plant flow meters is a 2019 Capital Project. The meters will be purchased directly from the rep, to avoid vendor mark up. Staff will then obtain quotes to have the meters installed. The Capital Project was approved for \$75,000. The cost of the equipment will be \$35,062, leaving the remaining balance for installation.

Mr. Mills recommended asking the Board of Trustees to approve the contract with BL Anderson for the replacement of the plant flow meters in the amount of \$35,062. The other two committee members agreed.

AUDIT REPORT

Mr. Williams stated the 2015-2018 State Board of Accounts Audit Report was sent to each of the Board Members. He did not receive any questions. The audit was conducted by Crowe LLC for the State Board of Accounts. Ms. Sheeks stated the Utility will implement

comments made by Crowe. The Utility reports on an accrual basis, Crowe audited on a cash basis. Ms. Merrill asked if going forward will the Utility be audited yearly. Ms. Sheeks said going forward, TriCo should be audited every other year.

FINANCIAL STATEMENTS

Ms. Sheeks stated commercial revenue is up. She said Mr. Merkle is anticipating \$0.5 million in spending. She is moving \$0.5 million to Lake City Bank in addition to the \$1 million moved there last month. The interest rate is 2.25% for six-months.

Mr. Williams said Mr. Merkle is making progress acquiring easements for the Michigan Road project. Two additional easements have been acquired since the committee last met.

OTHER BUSINESS

Mr. Williams said the City of Carmel may have interest in moving a department to the John Hensel Government Center. The staff is looking into alternatives to remodeling the administrative offices that include selling its portion to the City and renting an office space or buying a building closer to the plant. The Committee agreed it is a good idea to research all available options. Mr. Williams will update the Committee at the next meeting.

The meeting adjourned at 8:10 a.m.

Respectfully Submitted,



Andrew Williams
Utility Director