

BOARD OF TRUSTEE MEETING

Monday, May 13, 2019 7:00 p.m.
Memorandum

ROLL CALL

Present: President Marilyn Anderson, Vice President Steve Pitman, Treasurer Jane Merrill, Secretary Michael McDonald, Members Barb Lamb, Jeff Kimbell, Eric Hand, and Carl Mills. Others in attendance: Utility Director Andrew Williams, Legal Counsel Anne Poindexter, Engineering Manager Wes Merkle, and Administrative Assistant Maggie Crediford.

Board Member Chuck Ryerson was absent.
Utility Controller Cindy Sheeks was absent.

Ms. Anderson called the meeting to order at 7:02 p.m.

PUBLIC COMMENT

There was no one present from the public.

APPROVAL OF MEETING MEMORANDUM

Board Meeting April 8, 2019

Mr. McDonald made a motion to approve the April 8, 2019 Board of Trustee's Meeting Memorandum. The motion was seconded by Mr. Mills and approved unanimously.

APPROVAL OF CLAIMS DOCKET

Mr. Williams said the bill from Carmel Utilities for flow treatment was higher than normal due to wet weather. There were large payments to GRW for the Plant Expansion design. Insurance coverage was renewed in the amount of \$95,000. All other expenses were normal monthly expenses.

Mr. Hand noted duplicate listings for payments to Duke Energy for Lift Stations 1 and 6 on the claims docket. Mr. Williams said he would confirm the payments with Ms. Sheeks.

Ms. Merrill made a motion to approve the claims docket. The motion was seconded by Mr. Mills and approved unanimously.

ATTORNEY'S REPORT

Easement Acquisitions

Mrs. Poindexter stated two easement acquisitions are in court. The Artest easement has had a hearing and staff is waiting for the Court to instruct court appointed appraisers to appraise the easement. When the appraisals are complete, TriCo can deposit the assessed value with the Court and take possession of the easement. McClain is the second easement condemnation case that has been filed. The McClain's have hired an

attorney and Mrs. Poindexter is cautiously optimistic it can be resolved. There is a hearing date set which means there is a deadline for an agreement to be reached outside of court.

Mrs. Poindexter updated the Board on the case involving Duke Energy. The Board gave authorization previously to file suit in that case if an agreement could not be met. Engineering Staff and Mrs. Poindexter have been trying to resolve the issue with Duke. The statute of limitations runs out later in the week. A lawsuit may need to be filed to preserve TriCo's claim, even though the parties may be able to reach an agreement and avoid a legal proceeding.

Mr. McDonald made a motion to authorize Mr. Williams to finalize an agreement with Duke Energy, if one can be reached, and sign the release. The motion was seconded by Mr. Pittman and approved unanimously.

UTILITY DIRECTOR'S REPORT

Mr. Williams stated three of the Board Members have contacted him with interest in taking the DiSC Assessment. Emails will be sent to interested Board Members from HRD for the assessment. He asked anyone that might be interested to contact him so they can be added to the list.

Mr. Williams has received feedback from the labor attorney with updates for TriCo's Employee Handbook. Mr. Williams will be presenting those updates to the P&B Committee at the May meeting, before bringing updates to the Board for approval.

Mr. Hand mentioned the possibility of establishing patent rights for a cleaning apparatus fabricated by Staff discussed in the monthly newsletter.

Mr. Williams said the Mechanical Seals are in Nappanee, Indiana participating in the Wastewater Challenge; hoping to win a trip to the national competition in Chicago.

Mr. Hand asked how big the missing cleanout cap in Basin 8 was; the cap was mentioned in the Engineering Report in the newsletter. Mr. Merkle said it was a 6" cap. Flow metering data has indicated I&I issues in this area during wet weather. Staff is hoping the fix will reduce those issues.

Ms. Anderson asked Mr. Williams to thank the employees involved in designing and building the cleaning apparatus discussed previously.

Mr. Pittman asked a question regarding low-pressure force mains. He asked whose responsibility is it to maintain the pipe from the grinder pit to the street, the homeowners or the Utility's? Mr. Williams said homeowners have the responsibility to maintain the pipe that runs from the grinder pit to the main in the right-of-way. Mr. Pittman asked if individual homeowners maintain those or does the neighborhood association? Mr. Pittman said neighborhood associations are starting to take care of irrigation backflow testing and he wondered if it was the same for the lateral sewer lines. He asked what TriCo's recommendations are to neighborhoods. Mr. Pittman has concerns that as builders sell

homes, no one is educating new homeowners that they are responsible for sewer lateral repairs and maintenance or providing them with the information needed to understand how to maintain or repair them. Mr. Williams said in existing neighborhoods TriCo provides property owners with information on how to maintain the lateral when providing them the opportunity to connect to the system. Mr. Williams was not sure what information is provided to new homeowners by builders when new construction properties are purchased.

Mr. Williams said staff has considered putting together a welcome packet for new customers with information about the Utility, along with tips on how to prevent issues with their systems. Ms. Anderson asked if there is a way for Customer Service to identify new homeowners with low pressure systems and if there is an informational pamphlet that could be added to their first bill. Mr. Williams indicated that this would be looked into.

Ms. Anderson commented on the number of locate requests made to the Utility as listed in the monthly newsletter. Mr. Merkle said locate requests are up, as is construction in the area. The peak was 250 locate requests in one 24-hour period.

COMMITTEE REPORTS

Budget & Finance Committee

Ms. Merrill said the Budget and Finance Committee did not meet in April and had no action items before the Board.

Personnel & Benefits Committee

Ms. Lamb stated that the Personnel and Benefits Committee had no action items before the Board.

Capital & Construction Committee

WRRF Flow Meter Installation

Mr. Hand made a motion to award the WRRF Flow Meter Installation contract to Maddox Industrial Group in the amount of \$27,225. The motion was seconded by Mr. Pittman and approved unanimously.

Dedication of Grand Brook Memory Care of Zionsville

Mr. Hand made a motion to accept the sanitary sewer dedication of Grand Brook Memory Care of Zionsville. The motion was seconded by Mr. Pittman and approved unanimously.

Ms. Anderson directed the Board members to review the Capital and Construction Committee Meeting memorandum on page three, where it discusses that IDEM's rerating of the plant allows for additional treatment capacity.

Citizens/Byrum Wholesale Agreement

Mr. Hand noted that the proposed Citizens/Byrum Wholesale Agreement was not listed on the Board Meeting agenda but was discussed at the May C&C Meeting with all the parties present. Mr. Hand, Ms. Anderson, and Mr. Pittman asked the Board Members to review the meeting memorandum from C&C, along with the proposed agreement. They encouraged the

Board Members to reach out to Mr. Williams or Mr. Pittman if they have any questions they would like to have asked and answered at the June C&C meeting; before the proposal is brought to the Board of Trustees for consideration.

Old Business

Office Remodel Status Report

Mr. Merkle updated the Board on the status of the proposed administrative office remodel project. The current facility has not been updated in over 20 years. CSO Architects drafted plans for the remodel. Bids were received from two contractors. The lowest quote came in around \$271,000. Three hundred thousand was budgeted for the project.

Mr. Merkle and Mr. Williams explained to the Board that due to maintenance costs at the current location and rumored interest from the City of Carmel to relocate one of their departments to the John Hensel Government Center, Staff has been looking at other alternatives which include selling TriCo's portion of the building to either the City of Carmel or the Clay Township Trustee. TriCo would either rent office space or revisit moving the administrative staff out to the wastewater plant if it's interest in the current location is sold.

Mr. Mills suggested forming a Committee to help Staff look at the options and help guide them in deciding what course of action would be best. Ms. Anderson appointed Jeff Kimbell, Steve Pittman, and Carl Mills to comprise the Office Improvements Committee.

Adjournment

Ms. Lamb made a motion to adjourn the meeting. The motion was seconded by Mr. Mills and approved unanimously. The meeting adjourned at 7:48 p.m.

The next Board of Trustees Meeting is scheduled for Monday, June 10 at 7:00 p.m.


Respectfully submitted,


Andrew Williams
Utility Director

Approved:

as Presented
 as Amended

Michael McDonald, Secretary


Marilyn Anderson, President