



TriCo Regional Sewer Utility

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Board of Trustees Meeting Agenda

Monday, July 13, 2020 @ 6:00 p.m.
John W. Hensel Government Center
10701 N. College Avenue, Carmel, IN 46280
Community Room

- 1. Roll Call**
- 2. Public Comment**
- 3. Approval of Meeting Memorandum**
 - a. Board Meeting June 15, 2020
- 4. Approval of Claims Docket**
- 5. Attorney's Report**
- 6. Utility Director's Report**
- 7. Committee Reports**
 - a. Personnel & Benefits Committee
 - b. Budget & Finance Committee
 - c. Capital & Construction Committee
 - i. Office Furnishings #1910 Contract Award
 - ii. Haver Way Sewer Improvements #1802 Contract Award
 - iii. Outfall Sewer Expansion #1906 Contract Award
 - iv. LS #1 Emergency Generator Replacement Contract Award
 - d. Office Construction Committee
- 8. Old Business**
- 9. New Business**
- 10. Adjourn**



BOARD OF TRUSTEE MEETING

Monday June 15, 2020 4:30 p.m.

Memorandum

Mr. Mills called the meeting to Order at 4:34 p.m.

ROLL CALL

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

Public Hearing Ordinance 05.11.2020

Mr. Mills opened the public hearing at 4:35 p.m. There was no one present from the public and there were no questions. Mr. Mills closed the public hearing at 4:36 p.m.

Public Comment

There were no public comments.

Approval of Meeting Memorandum

Ms. Merrill made a motion to approve the Board Meeting Memorandum from May 11, 2020. The motion was seconded by Mr. McDonald and it was unanimously approved.

Approval of Claims Docket

Ms. Sheeks said a large payment was made to Thieneman in the amount of \$1.6 million, the second payout for the construction project at the plant. An escrow deposit to Centier Bank for \$397,652.94 was made. An interest payment of \$196,020 was made to Huntington Bank for the bond. A payment was made to Alderson in the amount of \$176,935.91 for the Office Project.

Mr. McDonald made a motion to approve the claims docket. The motion was seconded by Mr. Pittman and unanimously approved.

Attorney's Report

Mr. Wyatt said the Dow easements have been received and recorded.

Utility Director's Report

Mr. Williams presented slides from the construction underway at the WRRF. The fire department was deployed to the plant this afternoon. A construction trash bin caught fire on the roof of the office building. There were a few roof panels damaged and will need to be replaced. While inspecting Lift Station 1 the collections staff discovered a very large tree had fallen on the backup generator and pump. The tree will be removed using a crane and damages to the equipment will be reported to insurance. The interior of the

pump was not damaged, and is in working order, a portable generator was brought to the site in the event there is a power outage before repairs can be made.

Board members were given gift bags commemorating TriCo's 45th Anniversary.

Mr. Williams reviewed a handout presented to the Board which contained a breakdown of training staff members completed during the Governor's Stay at Home Order as well as a breakdown of how many employees used Pandemic Pay, how much was spent on Pandemic Pay and reasons for its use. Ms. Merrill asked how remote training was monitored. Mr. Williams explained the online training software has the capability to run reports to see how many modules each employee completed and how long it took to do so.

The Plant Operator position has been filled internally with a Collections Staff employee who wanted to switch to the plant side of operations. Interviews were conducted for the vacancy left in the Collections Department and that full-time position was filled with a previous summer employee.

Mr. McDonald asked if the WRRF still has an employee out on medical leave. Mr. Williams said yes, but a summer intern who is a master's student from Ball State in Environmental Science has returned to help with the FOG program.

Committee Reports

Personnel & Benefits Committee

Ms. Lamb said the Personnel and Benefits Committee did not meet.

Budget & Finance Committee

Ms. Merrill gave the second reading of Rate Ordinance 05.11.2020. Mr. McDonald made a motion to approve Rate Ordinance 05.11.2020. Ms. Lamb asked for a reminder of rate ordinance updates. Mr. Williams said there is no increase in user fees, the updates are an increase in EDU fees for developers and establishes a permit reissue fee to recoup administrative costs associated with reworking previously submitted permits. The motion was seconded by Ms. Lamb. Mr. Pittman asked for clarification of the dollar amount for the increase in EDU fees. The EDU fee is increased to \$1984 from \$1908. The motion was unanimously approved.

Capital & Construction Committee

Flow Meter Equipment

Mr. Pittman made a motion to approve the purchase of new flow metering equipment from Gripp, Inc in the amount of \$42,064. The motion was seconded by Jeff Kimbell and was unanimously approved.

#1902 WRRF Expansion Change Order 1

Mr. Pittman made a motion to approve WRRF Expansion Change Order 1 resulting in a credit of \$302,150. The new contract amount will be \$21,634,850. The motion was seconded by Ms. Merrill and unanimously approved.

#1910 Office Unification Change Order 2

Mr. Pittman made a motion to approve Office Unification Change Order 2 adding \$27,779 to the contract amount. Mr. Ryerson asked for clarification on what the change order includes. Mr. Pitman said it is for additional work identified when construction began and issues with the existing building were uncovered as well as upgraded window material. The motion was seconded by Ms. Merrill and unanimously approved.

#1910 Office Unification Change Order 3

Mr. Pittman made a motion to approve Office Unification Change Order 3 adding \$29,102 to the contract amount. The motion was seconded by Mr. Kimbell. Mr. Ryerson asked for clarification regarding the changes in the request. Mr. Pittman said the lab was originally excluded from the office project; however, staff has made requests for improvements to the lab to replace worn surfaces and provide continuity to the building. The motion was unanimously approved.

Office Construction Committee

Mr. Pittman said the Office Construction Committee met at the WRRF and was given a tour of the site. He recommended other Board members reach out to Mr. Merkle to schedule tours to see the progress with the construction projects. Action items discussed at the meeting were those recommended and approved from the Capital and Construction meeting.

Mr. McDonald asked for an update on the issues staff is having with Alderson. Mr. Merkle said there have been issues negotiating change order pricing with Alderson. Many issues arose from working with an existing building. When demolishing the existing building unforeseen issues arose. The biggest drawback from working with Alderson has been with negotiating changes. Some of their sub-contractors have fair pricing and are easier to deal with than some of the other subs. Mr. Williams said when the building was taken apart many things were not built correctly originally and had to be corrected.

Mr. Pittman and Mr. Mills thanked Mr. Merkle for his diligence in keeping the costs reasonable on the projects.

It was decided the June Committee meetings will be held at the WRRF so other Board members could tour the site and see the construction progress on the Plant Expansion and the Office projects. Mr. Merkle gave an update and presented slides on the projects. Mr. Hill asked if there have been delays with either project due to the pandemic. Mr. Merkle said there have been a couple pandemic related issues but both projects are still on time or ahead of schedule.

Old Business

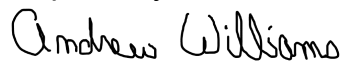
Carmel Utilities Treatment Agreement Amendment

Mr. Williams reviewed the memo and agreement handouts that were prepared by Mrs. Poindexter and accepted by the City of Carmel. Ms. Merrill made a motion to approve the Second Amendment to the Wastewater Service Agreement. The motion was seconded by Mr. Hand and unanimously approved.

Adjournment

Mr. Hill made a motion to adjourn the meeting. The motion was seconded by Mr. Mills and unanimously approved. The meeting adjourned at 5:16 p.m.

Respectfully Submitted



Andrew Williams
Utility Director

Approved:

_____ as Presented
_____ as Amended

Michael McDonald, Secretary

Carl Mills, President

TriCo Regional Sewer Utility						
Register of Claims						
For the period 6/11/2020-7/8/2020						
Payment date	Check number	Bank name	Payee name	Amount	Amount Allowed	Description
6/11/20	14595	Operating	Linas A Paskus	\$2,954.56	\$2,954.56	Refund-overpayment
6/12/20	14596	Operating	Eric Luis Delacruz	\$86.41	\$86.41	Clothing allowance
6/12/20	14597	Operating	Cody Cain	\$32.20	\$32.20	Mileage 6/6, 6/7
6/15/20	14598	Operating	Paul J Sapper	\$24.86	\$24.86	Refund-3865 Penzance
6/15/20	14599	Operating	Dan Moore	\$25.24	\$25.24	Refund-1505 Gwynmere Run
6/15/20	14600	Operating	Peter T Jolly	\$22.32	\$22.32	Refund-4200 First Flight Circle
6/15/20	14601	Operating	Robert A Henthorn	\$49.43	\$49.43	Refund-4299 Creekside Pass
6/15/20	14602	Operating	Michael or Lori Robbins	\$13.41	\$13.41	Refund-11342 St Andrews
6/15/20	14603	Operating	Brian McFarland	\$24.89	\$24.89	Refund-13975 Jameson Lane
6/15/20	14604	Operating	Sohail or Asima Ahmed	\$15.77	\$15.77	Refund-14295 Chariots Whisper
6/15/20	14605	Operating	Scott R Heger	\$26.61	\$26.61	Refund-14336 Chariots Whisper
6/15/20	14606	Operating	Kai Xiao	\$82.33	\$82.33	Refund-14353 Chariots Whisper
6/15/20	14607	Operating	Sung or Hee Kim	\$18.46	\$18.46	Refund-14361 Chariots Whipser
6/15/20	14608	Operating	Kenneth Boschee	\$16.22	\$16.22	Refund-977 Fawn View Dr
6/15/20	14609	Operating	Joe Brickell	\$33.47	\$33.47	Refund-13382 Bechwith Dr
6/15/20	14610	Operating	William or Marilyn Smith	\$19.30	\$19.30	Refund-14361 Camden Lane
6/15/20	14611	Operating	Wayne Fine	\$16.31	\$16.31	Refund-11606 Weeping Willow Ct
6/15/20	14612	Operating	Jill Ann Gill	\$21.22	\$21.22	Refund-1710 W Main St
6/15/20	14613	Operating	Cory Davis	\$38.34	\$38.34	Refund-10755 Central Ave
6/15/20	14614	Operating	Kevin Knox	\$28.61	\$28.61	Refund-1872 Cecil St
6/15/20	14615	Operating	Jillian McCarty	\$77.26	\$77.26	Refund-2715 Still Creek
6/15/20	14616	Operating	Darin Gosser	\$21.27	\$21.27	Refund-1059 Chevy Chase Lane
6/15/20	14617	Operating	Meia Clark	\$38.29	\$38.29	Refund-1672 Rhettisbury
6/15/20	14618	Operating	Michelle McDonald	\$213.77	\$213.77	Refund-13271 Lorenzo Blvd
6/15/20	14619	Operating	FC Tucker	\$14.80	\$14.80	Refund-13940 Broad Meadow Dr
6/17/20	14620	Operating	Carl S. Mills	\$300.00	\$300.00	Board member fees
6/17/20	14621	Operating	Cecilie A Conover	\$150.00	\$150.00	Consulting
6/17/20	14622	Operating	Gravelie Excavating Inc.	\$405.00	\$405.00	Pump repairs
6/17/20	14623	Operating	Jason Lewin	\$44.08	\$44.08	Mileage
6/19/20	14624	Operating	AFLAC	\$477.52	\$477.52	Insurance
6/19/20	14625	Operating	AT&T Mobility	\$350.46	\$350.46	Cell phones charges
6/19/20	14626	Operating	Carmel Utilities	\$13.85	\$13.85	LS 1
6/19/20	14626	Operating	Carmel Utilities	\$13.85	\$13.85	LS 2
6/19/20	14626	Operating	Carmel Utilities	\$28.17	\$28.17	LS 26
6/19/20	14627	Operating	Hicky's Shaved Ice/Kona Ice	\$190.00	\$190.00	Other Employee Expense
6/19/20	14628	Operating	Kinetrex Energy	\$106.45	\$106.45	Plant gas
6/19/20	14629	Operating	Rook Security LLC	\$2,503.00	\$2,503.00	IT Services
6/22/20	14630	Operating	Ryan Hartman	\$64.18	\$64.18	Cell phone case
6/23/20	14631	Operating	Tracy Sage	\$116.97	\$116.97	Refund-13536 Cupertino
6/23/20	14632	Operating	Lorinda Senften	\$136.68	\$136.68	Refund-13800 Stanford Dr
6/23/20	14633	Operating	Lynn Cunningham	\$2,747.25	\$2,747.25	Refund-11149 Glen Avon Way
6/30/20	14634	Operating	Boone County Recorder	\$175.00	\$175.00	Release 7 Liens
7/2/20	14635	Operating	Boone County Recorder	\$25.00	\$25.00	1 lien release
7/2/20	14636	Operating	Aaron Strong	\$30.00	\$30.00	Monthly cell phone
7/2/20	14637	Operating	Brandon Woolf	\$30.00	\$30.00	Monthly cell phone
7/2/20	14638	Operating	Eric Luis Delacruz	\$30.00	\$30.00	Monthly cell phone
7/2/20	14639	Operating	Jeffrey Martin	\$30.00	\$30.00	Monthly cell phone
7/2/20	14640	Operating	Nathan Crowder	\$30.00	\$30.00	Monthly cell phone
7/7/20	14641	Operating	Barbara Lamb	\$150.00	\$150.00	Board meeting fees
7/7/20	14642	Operating	Carl S. Mills	\$300.00	\$300.00	Board member fees
7/7/20	14643	Operating	Charles Ryerson	\$100.00	\$100.00	Board meeing fee
7/7/20	14644	Operating	Eric Hand	\$200.00	\$200.00	Board meeting fees
7/7/20	14645	Operating	Jane B. Merrill	\$200.00	\$200.00	Board member fees
7/7/20	14646	Operating	Jeff Hill	\$100.00	\$100.00	June board fees
7/7/20	14647	Operating	Jeffrey Kimbell	\$150.00	\$150.00	Board meeting fees
7/7/20	14648	Operating	Michael A. McDonald	\$200.00	\$200.00	Board member fees
7/7/20	14649	Operating	Steve Pittman	\$150.00	\$150.00	Board Member Fees
7/7/20	14650	Operating	Elita K Berzins	\$15.11	\$15.11	Refund-11715 Lenox Lane #102
7/7/20	14651	Operating	Arthur or Therese Coffey	\$482.86	\$482.86	Refund-1228 N Claridge
7/7/20	14652	Operating	Nico Mousdicas	\$31.75	\$31.75	Refund-1014 Summer Hill
7/7/20	14653	Operating	Tammy Wede	\$29.26	\$29.26	Refund-12515 Bellingrath
7/7/20	14654	Operating	Steven or Grace Caress	\$8.85	\$8.85	Refund-12908 Queens Troop Close
7/7/20	14655	Operating	Sara Sailors	\$28.04	\$28.04	Refund-1711 Mustang
7/7/20	14656	Operating	Terry Thompson	\$262.38	\$262.38	Refund-2486 Turning Leaf
7/7/20	14657	Operating	Leslie Bolinger	\$10.28	\$10.28	Refund-12460 Horsham St
7/7/20	14658	Operating	Serena Patel	\$28.53	\$28.53	Refund-11746 Yale Dr
7/7/20	14659	Operating	Andre or Katy Araujo	\$159.30	\$159.30	Refund-1252 Clay Spring
7/7/20	14660	Operating	Tasia Bade	\$22.60	\$22.60	Refund-1110 Laurelwood
7/7/20	14661	Operating	Chris or Kate Glaser	\$23.95	\$23.95	Refund-12725 Kossuth St
7/7/20	14662	Operating	Henrik Soennergren or Anna Bjoerk	\$26.83	\$26.83	Refund-3300 Homestretch
7/8/20	14663	Interceptor	GRW	\$22,500.00	\$22,500.00	CIP-Proj 2003 - Future sewers
7/8/20	14663	Interceptor	GRW	\$3,250.00	\$3,250.00	CIP-Proj 1901 LS 14 Elimination
7/8/20	14664	Interceptor	TPI Utility Construction	\$157,104.00	\$157,104.00	CIP - Proj 1901 LS 14 Parallel Forcemain
7/8/20	14665	Plant Expansion	GRW	\$1,500.00	\$1,500.00	CIP - Proj 1906 Plant outfall
7/8/20	14666	Plant Expansion	Current Publishing	\$294.24	\$294.24	CIP- Proj 1906 Plant Outfall

Payment date	Check number	Bank name	Payee name	Amount	Amount Allowed	Description
7/8/20	14667	Interceptor	Current Publishing	\$274.62	\$274.62	CIP - Proj 1802 Haver Way
7/8/20	14668	Reserve for Repla	Clean Air & Water Engineering, PLLC	\$4,765.82	\$4,765.82	CIP-Proj 2002 LS 2 Odor control replacement
7/8/20	14669	Reserve for Repla	TPI Utility Construction	\$32,600.00	\$32,600.00	CIP-Annual Misc Repairs/Repl/Relocations
7/8/20	14670	Operating	ACE Technologies, LLC	\$1,408.13	\$1,408.13	Collections Support
7/8/20	14670	Operating	ACE Technologies, LLC	\$248.73	\$248.73	Collections Support
7/8/20	14670	Operating	ACE Technologies, LLC	\$2,805.00	\$2,805.00	Collections Support
7/8/20	14670	Operating	ACE Technologies, LLC	\$5,692.50	\$5,692.50	Collections Support
7/8/20	14670	Operating	ACE Technologies, LLC	\$2,600.55	\$2,600.55	Plant Support
7/8/20	14670	Operating	ACE Technologies, LLC	\$6,380.00	\$6,380.00	Plant Support
7/8/20	14670	Operating	ACE Technologies, LLC	\$3,905.00	\$3,905.00	Plant Support
7/8/20	14670	Operating	ACE Technologies, LLC	\$5,705.32	\$5,705.32	Plant Support
7/8/20	14671	Operating	Action Equipment Sales Co., Inc.	\$107.72	\$107.72	Equipment repairs
7/8/20	14671	Operating	Action Equipment Sales Co., Inc.	\$132.35	\$132.35	Equipment repairs
7/8/20	14671	Operating	Action Equipment Sales Co., Inc.	\$98.80	\$98.80	Equipment repairs
7/8/20	14672	Operating	Alderson Commercial Group, Inc	\$226,981.58	\$226,981.58	CIP Proj 1910 Office
7/8/20	14673	Operating	Altman, Poindexter & Wyatt, LLC	\$680.00	\$680.00	Legal fees
7/8/20	14674	Operating	AT & T	\$698.93	\$698.93	Office Internet
7/8/20	14674	Operating	AT & T	\$698.93	\$698.93	Plant Internet
7/8/20	14674	Operating	AT & T	\$90.80	\$90.80	Plant Phone
7/8/20	14675	Operating	B&W Plumbing and Heating	\$222.75	\$222.75	Repairs
7/8/20	14676	Operating	Bio Chem, Inc.	\$3,808.08	\$3,808.08	Operating supplies
7/8/20	14677	Operating	Biomonitor	\$2,200.00	\$2,200.00	Sewer sampling
7/8/20	14677	Operating	Biomonitor	\$1,100.00	\$1,100.00	Sewer sampling
7/8/20	14678	Operating	Black Tie Courier	\$550.00	\$550.00	Courier service
7/8/20	14679	Operating	Brehob Corporation	\$753.78	\$753.78	Plant R&M
7/8/20	14680	Operating	Cameron Fence Builders	\$1,285.00	\$1,285.00	LS 1 Repairs - Insurance claim
7/8/20	14681	Operating	Carmel Utilities	\$1,024.75	\$1,024.75	Hydrant meter fees
7/8/20	14682	Operating	Carmel Utilities	\$41.50	\$41.50	Stormwater
7/8/20	14683	Operating	Clay Township Trustee	\$4,185.00	\$4,185.00	Rent-Lease July 2020
7/8/20	14684	Operating	Community Occupational Health Services	\$50.00	\$50.00	Testing fees
7/8/20	14685	Operating	Continental Utility Solutions, Inc.	\$1,000.00	\$1,000.00	Programming fees - lockbox
7/8/20	14685	Operating	Continental Utility Solutions, Inc.	\$350.00	\$350.00	Programming - Indy to Carmel
7/8/20	14686	Operating	CuraLinc, LLC	\$295.00	\$295.00	EAP fees
7/8/20	14687	Operating	Dell Marketing L.P.	\$157.49	\$157.49	Monitor
7/8/20	14687	Operating	Dell Marketing L.P.	\$2,160.32	\$2,160.32	Computer Expense
7/8/20	14687	Operating	Dell Marketing L.P.	\$879.96	\$879.96	Computer Expense
7/8/20	14687	Operating	Dell Marketing L.P.	\$114.47	\$114.47	Computer Expense
7/8/20	14688	Operating	Doxim	\$5,217.25	\$5,217.25	Postage
7/8/20	14688	Operating	Doxim	\$3,814.21	\$3,814.21	Billing Services
7/8/20	14689	Operating	Element Materials Technology Daleville, LLC	\$719.55	\$719.55	Sewer Sampling
7/8/20	14690	Operating	Environmental Resource Associates	\$601.81	\$601.81	Sewer sampling
7/8/20	14691	Operating	Environmental Systems Research Institute, Inc.	\$8,100.00	\$8,100.00	ArcGIS Maintenance
7/8/20	14692	Operating	Evoqua Water Technologies LLC	\$1,438.01	\$1,438.01	Flushing Device
7/8/20	14693	Operating	Fastenal Company	\$651.20	\$651.20	Plant R&M
7/8/20	14693	Operating	Fastenal Company	\$86.49	\$86.49	Plant R&M
7/8/20	14693	Operating	Fastenal Company	\$86.08	\$86.08	Plant R&M
7/8/20	14694	Operating	FerrellGas	\$92.68	\$92.68	Plant R & M
7/8/20	14695	Operating	Fluid Waste Services, Inc.	\$3,190.00	\$3,190.00	Line repairs Mayfair Lane
7/8/20	14696	Operating	Grainger	\$108.02	\$108.02	Plant R&M
7/8/20	14696	Operating	Grainger	\$77.36	\$77.36	Safety
7/8/20	14696	Operating	Grainger	\$82.22	\$82.22	Safety
7/8/20	14697	Operating	HRD Advisors Group	\$150.00	\$150.00	One DiSC Assessment-Daniel Rossman
7/8/20	14698	Operating	IT Indianapolis	\$6,290.00	\$6,290.00	Fortigate
7/8/20	14698	Operating	IT Indianapolis	\$844.00	\$844.00	Monthly 365
7/8/20	14698	Operating	IT Indianapolis	\$1,666.20	\$1,666.20	Agreement business continuity
7/8/20	14698	Operating	IT Indianapolis	\$2,606.66	\$2,606.66	Managed threat repsonse
7/8/20	14698	Operating	IT Indianapolis	\$4,824.10	\$4,824.10	July support
7/8/20	14698	Operating	IT Indianapolis	\$587.50	\$587.50	Support
7/8/20	14698	Operating	IT Indianapolis	\$256.50	\$256.50	Support
7/8/20	14699	Operating	IUPPS	\$2,495.65	\$2,495.65	Monthly ticket
7/8/20	14700	Operating	Joe Hood	\$57.50	\$57.50	Travel/Mileage-On Call
7/8/20	14701	Operating	Liberty National	\$127.88	\$127.88	Payroll Deductions
7/8/20	14702	Operating	Merrell Brothers, Inc.	\$11,263.77	\$11,263.77	Biosolid disposal
7/8/20	14703	Operating	Nalco Water Pretreatment Solutions, LLC	\$156.61	\$156.61	Sewer Sampling
7/8/20	14704	Operating	Nature Turf Services	\$200.00	\$200.00	June Plant Mowing
7/8/20	14705	Operating	NCL of Wisconsin, Inc.	\$799.56	\$799.56	Sewer Sampling
7/8/20	14706	Operating	Neenah Foundry Co.	\$1,400.00	\$1,400.00	Manhole repairs
7/8/20	14707	Operating	Office Depot	\$57.05	\$57.05	Office supplies
7/8/20	14707	Operating	Office Depot	\$30.99	\$30.99	Office expenses
7/8/20	14707	Operating	Office Depot	\$17.97	\$17.97	Office supplies
7/8/20	14707	Operating	Office Depot	\$57.97	\$57.97	Office supplies
7/8/20	14708	Operating	Office Keepers	\$375.00	\$375.00	Office cleaning
7/8/20	14709	Operating	Praxair Distribution, Inc.	\$31.36	\$31.36	Plant R&M
7/8/20	14710	Operating	Quench USA, Inc.	\$101.97	\$101.97	Water cooler rental
7/8/20	14711	Operating	Quick Lane	\$262.91	\$262.91	2011 Ford Transit repairs
7/8/20	14712	Operating	Republic Services #761	\$418.89	\$418.89	Trash service
7/8/20	14713	Operating	SavATree	\$3,395.00	\$3,395.00	LS 1 Repairs - Insurance Claim
7/8/20	14714	Operating	Shrewsberry & Associates, LLC	\$300.00	\$300.00	Const Ob - Hamlet @ JG Section 2
7/8/20	14714	Operating	Shrewsberry & Associates, LLC	\$862.50	\$862.50	Const Inspect-Jacksons Grant Section 2
7/8/20	14715	Operating	Simplifile	\$690.00	\$690.00	Filing fees

Payment date	Check number	Bank name	Payee name	Amount	Amount Allowed	Description
7/8/20	14716	Operating	T&T Sales and Promotions	\$951.20	\$951.20	Clothing
7/8/20	14717	Operating	Taylor Oil Company, Inc.	\$169.30	\$169.30	Fuel
7/8/20	14717	Operating	Taylor Oil Company, Inc.	\$1,781.85	\$1,781.85	Fuel
7/8/20	14718	Operating	Utility Supply Company	\$49.08	\$49.08	LS R&M
7/8/20	14719	Operating	Vasey Commercial Heating & AC, Inc.	\$1,472.56	\$1,472.56	Plant R & M
7/8/20	14719	Operating	Vasey Commercial Heating & AC, Inc.	\$160.00	\$160.00	Plant R & M
7/8/20	14719	Operating	Vasey Commercial Heating & AC, Inc.	\$921.00	\$921.00	Plant R&M
7/8/20	14721	Operating	Xylem Water Solutions USA Inc	\$2,047.60	\$2,047.60	Lift station R & M
6/30/20	100008	Huntington Bond	Centier Bank	\$131,260.56	\$131,260.56	Acct 103323074 TriCo Pay app 4
6/30/20	100009	Huntington Bond	GRW	\$50,919.23	\$50,919.23	CIP - Proj 1902 Plant Expansion construction admin
6/30/20	100009	Huntington Bond	GRW	\$18,400.00	\$18,400.00	CIP - Proj 1902 Plant Expansion constr admin
6/30/20	100010	Huntington Bond	Thieneman Construction, Inc.	\$1,181,345.07	\$1,181,345.07	CIP-Proj 1902 Plant Expansion
6/12/20	20200291	Operating	ADP	\$140.25	\$140.25	Workforce Now Bundle
6/15/20	20200292	Operating	ADP	\$58,558.92	\$58,558.92	Payroll PPE 6/12/20
6/15/20	20200293	Operating	Empower Retirement (Hoosier START)	\$8,369.58	\$8,369.58	Roth, 401a, 457b
6/22/20	20200295	Operating	Vectren Energy Delivery	\$46.62	\$46.62	LS 2
6/22/20	20200295	Operating	Vectren Energy Delivery	\$17.62	\$17.62	LS 10
6/19/20	20200296	Operating	Anthem Blue Cross and Blue Shield - Vision ONLY	\$338.36	\$338.36	Vision insurance
6/22/20	20200297	Operating	Anthem Blue Cross Blue Shield - HEALTH INS ONL	\$32,657.85	\$32,657.85	H Ins - July 2020
6/18/20	20200298	Operating	IPL	\$50.08	\$50.08	LS 18
6/19/20	20200299	Operating	IPL	\$114.02	\$114.02	LS 3
6/19/20	20200300	Operating	IPL	\$491.19	\$491.19	LS 8
6/19/20	20200301	Operating	IPL	\$323.81	\$323.81	LS 9
6/19/20	20200302	Operating	IPL	\$732.06	\$732.06	LS 10
6/19/20	20200303	Operating	IPL	\$88.28	\$88.28	LS 12
6/19/20	20200304	Operating	IPL	\$70.89	\$70.89	LS 20
6/19/20	20200305	Operating	IPL	\$56.88	\$56.88	LS 22
6/22/20	20200306	Operating	IPL	\$62.88	\$62.88	LS 24
6/19/20	20200307	Operating	IPL	\$60.59	\$60.59	LS 25
6/19/20	20200308	Operating	IPL	\$74.48	\$74.48	LS VV
6/22/20	20200309	Operating	IPL	\$5,698.22	\$5,698.22	LS 2
6/23/20	20200310	Operating	Duke Energy	\$346.60	\$346.60	LS 23
6/23/20	20200311	Operating	Duke Energy	\$19,774.14	\$19,774.14	Plant
6/23/20	20200312	Operating	Duke Energy	\$215.95	\$215.95	LS 19
6/23/20	20200313	Operating	Duke Energy	\$1,019.07	\$1,019.07	LS 17
6/23/20	20200314	Operating	Duke Energy	\$497.35	\$497.35	LS 26
6/23/20	20200315	Operating	Duke Energy	\$55.33	\$55.33	LS6
6/23/20	20200316	Operating	Duke Energy	\$144.68	\$144.68	LS 5
6/23/20	20200317	Operating	Duke Energy	\$293.21	\$293.21	LS 11
6/23/20	20200318	Operating	Duke Energy	\$1,779.05	\$1,779.05	LS 1
6/23/20	20200319	Operating	Duke Energy	\$279.55	\$279.55	LS 21
6/23/20	20200320	Operating	Duke Energy	\$269.50	\$269.50	LS 16
6/23/20	20200321	Operating	Duke Energy	\$1,005.51	\$1,005.51	LS 14
6/25/20	20200322	Operating	ADP	\$254.20	\$254.20	Payroll and Time & Attendance
6/25/20	20200326	Operating	Mutual of Omaha	\$3,419.18	\$3,419.18	Insurance - April
6/25/20	20200327	Operating	Mutual of Omaha	\$3,625.30	\$3,625.30	Insurance - May
6/25/20	20200328	Operating	Mutual of Omaha	\$3,625.30	\$3,625.30	Insurance - June
6/25/20	20200329	Operating	Mutual of Omaha	\$3,625.30	\$3,625.30	Insurance - July
6/30/20	20200330	Operating	Napa Auto Parts	\$12.20	\$12.20	Line maintenance
6/30/20	20200331	Operating	Wex Bank	\$52.10	\$52.10	Fuel-June
6/30/20	20200332	Operating	AT&T Mobility	\$2,441.18	\$2,441.18	Cell phones
6/30/20	20200333	Operating	Citizens State Bank	\$1,198.67	\$1,198.67	Lockbox fees
6/30/20	20200334	Operating	Quadient Finance USA, Inc.	\$546.42	\$546.42	Postage
7/7/20	20200335	Operating	Jive Communications, Inc	\$694.32	\$694.32	Office phones
6/30/20	20200336	Operating	Vectren Energy Delivery	\$50.39	\$50.39	Plant
6/29/2020	20200337	Operating	ADP	\$62,687.61	\$62,687.61	PPE 6/26/2020
6/29/20	20200338	Operating	Empower Retirement (Hoosier START)	8617.84	\$8,617.84	401a, 457b, Roth
6/30/2020	20200339	Operating	Citizens State Bank	\$20.00	\$20.00	Bank service fee
				\$2,193,866.07	\$2,193,866.07	
ALLOWANCE OF CLAIMS						
We have examined the claims listed on the foregoing Register of Claims, consisting of 3 pages, and except for claims not allowed as shown on the register, such claims are hereby allowed in the total amount of						
			\$2,193,866.07			

Docket Report Information

CIP - Proj 2002 LS 2 Odor Control	\$4,765.82
CIP - Proj 2003 Future Sewers	\$22,500.00
CIP - Proj 1910 Office Improvements	\$226,981.58
CIP - Proj 1802 Haver Way	\$274.62
CIP - 1902 Plant Expansion	\$1,250,664.30
CIP-Proj 1906 Outfall Final Design	\$1,794.24
CIP- Proj 1901 LS 14 Elimination	<u>\$160,354.00</u>
	\$ 1,662,568.74

District Insurance	\$47,291.29	(includes 4 months of MOO)
Carmel April Flow	\$0.00	(invoice was not received)

Other Expenses \$484,006.04

Total Claims \$2,193,866.07

The TriCo Connection

Volume 14 Issue 7 July 2020

MONTHLY NEWSLETTER



FINANCIAL UPDATE- CINDY SHEEKS

May 2020 Total Revenues was \$605,280 which is \$42,935 below the projected revenue of \$648,216 and \$16,164 lower than April. Residential sales was up \$2,000 from April for a total of \$417,809 and 0.82% higher than budgeted. Commercial sales totaled \$167,829 which is 17.87% lower than budgeted and \$6,000 less than April. This decrease was not unexpected as most employees continued to work from home in May and the fourth straight month of declining revenue. For comparison, February commercial sales were \$191,000. Total operating expenses were \$430,239 in May which is 10.82% under the monthly budget of \$482,425. Wages and benefits spending totaled \$177,679 and were under budget by \$3,280 during the month. Administration spending was \$48,020 in May and under budget by \$15,366. Treatment costs totaled \$165,150 which was under budget by \$11,699. Collection costs totaled \$39,387 in May which was \$19,513 under budget. Net income in May was \$71,472 after depreciation and amortization of CIAC and was over projections by \$9,249 for the month.

Spending Breakdown in May:

Wages	41.30%
Administration	11.16%
Treatment Costs	38.39%
Collection Costs	7.15%

Cash generated for May shows a increase in all operating funds by \$487,660. The bond fund did not have any disbursements in May. Other capital spending during the month which included spending for admin office construction, plant outfall, plant expansion, and plant fiber optics. Cash on hand at May 31, 2020 was \$32,972,969. The balances in the funds are listed below:

Operating	\$ 4,793,189
Interceptor	\$ 499,773
Plant Expansion	\$ 4,805,425
Operating Reserve	\$ 519,252
Reserve for Replacement	\$ 616,071
2020 Bond Funds	\$ 21,739,258

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Calendar of Events

July 13	Board Meeting	6:00 p.m.
July 22	P&B Meeting	7:30 a.m.
July 24	B&F Meeting	7:30 a.m.
August 3	C&C Meeting	4:30 p.m.

ENGINEERING & CONSTRUCTION - WES MERKLE

Engineering staff completed 474 locates, 77 I&I inspections and 21 lateral inspections in June. There were no failed I&I inspections. A total of 2,668 locate requests were received and reviewed. Construction activity in our service area remains strong. Sam, our returning summer help, joined us mid-May and did a great job assisting with locates. Sam left at the end of June to start his military service and attend Officer Candidate School (OCS), we wish him the best. Nate has been busy with locates and keeps on eye on many different construction projects throughout the service area. Nate also had two high profile watchdogs on Michigan Road as contractors crossed the dual force mains to install electric and water service. Brandon is completing lateral and I&I inspections, assisting Scot and Loren at the plant, and reviewing ISO standards for Drew. He had a very busy month with I&I inspections. Eric observed TPI on the Michigan Road force main project and finished up inspecting sewers at the new section of Bear Creek.

Jeff and Ryan coordinated a large smoke testing effort with Collections and Customer Service along College Avenue in Home Place. Several potentially substantial I&I sources were found and are being investigated further. This area has consistently been the worst performing part of our service area for I&I. Jeff assisted observing construction on capital and private development projects. Ryan continued driving multiple capital projects. He succeeded at getting buy-in from the last hold-out property owner in Crossfields so we can move forward with completing repairs, securing easements, and finally dedicating gravity sewers in the Crossfields neighborhood. Wes oversaw the plant expansion and office projects under construction, as well as preparation of bid documents for the Lift Station #1 Generator Replacement. Bids were received on the Haver Way, Outfall Sewer, and Lift Station #1. Bidding for the neighborhood sewer project is underway.

PLANT EXPANSION AND OFFICE PROJECT UPDATE - WES MERKLE

Crews continued installing new RAS yard piping. Clarifier 7 and the Mixed Liquor Splitter structure walls are going up. Crews poured the trough base and walls for Clarifier 9; work on the Clarifier 8 trough is underway. Electrical crews continued conduit installation in the MCC and Pretreatment Buildings. Work on the VLRs will continue shortly as safety and soil stability issues are resolved. Over the next month crews will continue concrete work in Clarifiers 7, 8, and the Mixed Liquor Splitter. Work will continue on the VLRs; crews plan to pour the very large base slab by the end of July. Site work for the office project begins shortly.



Alderson and its subcontractors have nearly completed interior wall framing and roofing installation. Rough-in for electrical, plumbing and HVAC is nearly complete as well. Crews will begin drywall shortly. Window frames are being installed. Over the next month crews will finish installation of windows, roofing, masonry veneer, exterior metal paneling, most drywall, and continue work on electrical, plumbing and HVAC systems.

Staff plans to receive quotes for the Biosolids Building addition in August. This includes construction of two new bays – one to store the cleaning truck and the other to store workshop related equipment that won't fit in the reconfigured shop. The proposed location for the addition is currently being used by Thieneman to stockpile material and soil, which will be moved late-summer. Staff will receive quotes for landscaping in August as well.



TREATMENT – SCOT WATKINS

The WRRF staff assisted Thieneman with the Return Activated Sludge and Waste Activated Sludge line tie-ins. The Collections department aided in taking down and cleaning the Post Aeration Structure by running the combo cleaning truck. Graves was on-site to look at the three-year warranty items on the Odor Control Unit. Gripp, Inc. performed the annual flow meter calibrations; all meters passed calibration testing procedures and were verified with offline calculations to be within +/-2%. The new flushing valve for Clarifier 4 has arrived and installation has been scheduled. Staff conducted multiple preventive maintenance items throughout the month including the cleaning of Clarifier 5's launder covers (see photos).

FOG inspections have started back up as we slowly resume to normal inspection schedules as businesses start opening back up. One hundred and one pump outs had been logged and accounted for over 52,000 gallons of FOG being removed prior to discharge into TriCo's system this month.

The laboratory performed 489 CBOD5 tests, 242 Total Suspended Solids tests and 144 Phosphorus & Ammonia tests and 53 e. Coli tests. Monthly Method Detection Limit studies were completed on TSS, Phosphorus and Ammonia. Bob attended an IWEA Laboratory Committee meeting. Cody has been trained on sample collection and is starting to complete some of the lab tests.



Clarifier before Cleaning



Clarifier after cleaning

EMPLOYEE SPOTLIGHT – DANIEL ROSSMAN

Daniel attended the University of Massachusetts Dartmouth and graduated with his undergraduate degree in Crime and Justice Studies. During the summers and winters while in college Daniel worked at TriCo's treatment plant and with the Collections Department. Daniel's senior year of college he held an internship with Congressman Bill Keating. After college Daniel worked for the Department of Child Services as an assessor/detective. Going forward Daniel would like to continue pursuing his education to the level of juris doctorate. In Daniel's free time he likes to play video games and ride motorcycles. Please join us in welcoming Daniel to his new full time position with the Utility.

SAFETY UPDATE - LOREN PRANGE

TriCo had no reportable injuries and has gone 3,769 days without a lost time accident.

No safety tailgates are being performed during social distancing. Safety training has continued thru Safety Plus Web.

The WRRF staff applied for the Water Environment Federation Burke Award. This is the highest honor for excellence in safety award each year.

WRRF staff replaced batteries for the emergency backup lights in the blower building and replaced the faded NFPA signs for the propane and diesel storage.



3	7	6	9
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No. of days since the last lost time accident.

COLLECTIONS – AARON STRONG

In the month of June, Collections Staff televised over 33,000 feet of sanitary main, including warranty projects in Hidden Pines Section 2 and the Woods at Shelborne Section 2. Staff cleaned 2,175 feet of gravity sewer as a result of this month's CCTV inspections. Ongoing manhole repairs continued with 16 manholes receiving corrective maintenance, repairs included cleaning bench walls, chimney grouting and raising manholes to grade. Annual pump inspections have ramped up, Staff completed seven stations totaling 14 pumps with no major issues to report. All lift station pumps are pulled annually and thoroughly inspected to assess the condition of the pump, check tolerances, and replace serviceable parts if needed. Collections Staff maintains 56 pumps in 24 Lift Stations located across the Utility.

Collections and Engineering Staff joined forces to perform smoke testing along College Avenue from Arthur Drive north to 116th Street, a targeted I&I area as identified through flow metering. Findings included a possible storm sewer cross connection, multiple cleanout issues and a potential illegal sump pump connection. These findings are in addition to the 12 cross bored laterals found during the lateral launch project last month. Notifications and repairs are on going and are expected to be completed in the coming months.

Lift Station #1 sustained damage when a tree fell across the station from an adjacent wooded area, damage included the total loss of the sites pad mounted emergency generator. The Thompson engine driven pump was struck, knocking the pressure gauge and nipple off the discharge piping resulting in a reportable overflow. The fence was knocked down and a limb punctured a hole in the sites roof. The fence has been repaired and a roofing contractor temporarily patched the hole in the roof until a new roof can be installed. A temporary generator has been placed at the site and wired into the automatic transfer switch. The damaged generator has been decommissioned and the diesel fuel and other fluids, though contained, have been removed from the site. Wes is in the process of sizing a new generator for this site.

Clarke Power was awarded a contract to perform preventative maintenance on the Utility's array of generators and stand-by engine driven pumps. B&W Heating and Cooling will be servicing the air conditioning units at lift stations. The Variable Frequency Drives (VFD's) located in select control panels produce heat that must be mitigated with A/C units, these units are serviced yearly. Structured Solutions is slated to start work on 27 manhole repairs and Xylem Water Solutions has been contracted to pull and inspect the large pumps at Lift Stations #1 & #2 that exceed the maximum capacity of the Utility's crane.



Birthday
Daniel Rossman July 14

Anniversaries
Cody Cian June 24 1 year of service

Selected Statistics 2020	January	February	March	April	May	June	2020 Monthly Average	2020 YTD	2019 Total Through June
Maintenance Information									
Lateral Inspections	22	17	32	35	29	21	26	156	203
Certified I&I Inspections	32	34	20	14	17	77	32	194	278
Failed I&I Inspections	1	5	1	0	0	0	1	7	9
Sewer Locates	561	608	555	577	423	474	533	3,198	2,780
Manholes Added	0	12	0	5	3	15	6	35	10
Total # of Manholes	5,886	5,898	5,898	5,903	5,906	5,921	N/A	5,898	5,858
Manholes Inspected	269	568	1,051	4	7		380	1,899	1,918
Feet of Sewer Added	0	4,324	0	1,019	831	4,954	1,855	11,128	25,657
Total Footage of Sewers	1,671,814	1,676,138	1,675,879	1,676,898	1,677,729	1,682,683	N/A	1,675,879	1,656,804
Feet of Sewer Televised	23,972	16,128	50,319	2,145	41,262	33,246	27,845	167,072	107,337
Feet of Sewer Cleaned	2,999	0	716	1,911	0	2,175	1,300	7,801	440
Overflows	0	0	0	1	0	2	1	3	1
Feet of LPFM Cleaned	6,617	0	0	0	53,760	0	10,063	60,377	0
Station 1 to Carmel Utilities									
Rainfall/Precipitation (inches)	5.03	2.22	5.01	2.12	5.85	2.42	3.8	22.7	27.74
Total Flow (gallons)	72,650,726	63,405,245	71,958,853	51,036,963	52,742,038	46,077,825	59,645,275	357,871,650	410,695,401
Maximum Daily Flow (gallons)	3,594,037	4,551,181	4,238,402	2,259,300	3,189,681	1,817,363	N/A	4,551,181	4,142,014
Average Daily Flow (gallons)	2,343,572	2,186,388	2,321,253	1,701,232	1,701,356	1,535,928	1,964,955	11,789,729	13,356,809
Minimum Daily Flow (gallons)	1,801,105	1,732,672	1,753,183	1,305,588	1,231,340	1,336,026	N/A	1,231,340	1,150,531
Michigan Road WWTP									
Total Flow (gallons)	89,875,000	78,930,000	91,107,150	85,040,924	97,194,437	87,218,417	88,227,655	529,365,928	518,421,000
Maximum Daily Flow (gallons)	7,015,000	3,950,000	386,839	3,175,904	4,529,799	3,389,293	N/A	7,015,000	6,199,000
Average Daily Flow (gallons)	2,899,194	2,721,724	2,938,940	2,834,697	3,135,304	2,907,281	2,906,190	17,437,140	17,205,253
Minimum Daily Flow (gallons)	2,192,000	2,292,000	2,500,000	2,631,688	2,841,935	2,711,031	N/A	2,192,000	2,343,000
Total Flow to Both Plants	162,525,726	142,335,245	163,066,003	136,077,887	149,936,475	133,296,242	147,872,930	887,237,578	929,116,401
Biosolids Handling (gallons)									
Wasted (Biosolids)	1,825,900	1,417,900	1,457,700	1,603,800	1,359,400	1,330,200	1,499,150	8,994,900	11,620,970
Dewatered	435,000	707,000	912,000	612,000	558,000	516,000	623,333	3,740,000	4,059,000
Digested Sludge Withdrawn	1,376,000	787,000	826,000	761,000	652,000	673,000	845,833	5,075,000	4,031,770
Customer Information							Billed Accts	15,886	
New Sewer Service Accounts	32	18	18	18	33	24	24	143	176
Permits Issued	40	20	23	11	12	23	22	129	197



PERSONNEL AND BENEFITS

Wednesday, June 24, 2020 at 7:30 a.m.
Memorandum

TriCo WRRF
7236 Mayflower Park Drive
Zionsville, IN 46077

Mr. Williams called the meeting to order at 7:43 a.m.

Roll Call: Present: Members Chuck Ryerson, Jeff Kimbell, and Board member Eric Hand. Others in attendance were Utility Director Andrew Williams, Engineering Manager Wes Merkle and Administrative Assistant Maggie Crediford.

Ms. Lamb was absent

Public Comment

There was no one present from the public.

Safety Update

Mr. Williams said the staff have applied for the WEF Burke Safety Award, the highest honor for excellence in safety.

Adjournment

The meeting adjourned at 8:50 a.m. and Mr. Merkle and Mr. Williams gave Committee members a tour of the WRRF facilities and construction sites.

Respectfully Submitted,

Andrew Williams

Andrew Williams
Utility Director



BUDGET & FINANCE COMMITTEE

Friday, June 26, 2020 at 7:30 a.m.

Memorandum

TriCo WRRF

7236 Mayflower Park Drive

Zionsville, IN 46077

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

Members Present: Committee Chair Jane Merrill, members Michael McDonald and Carl Mills, Board member Barb Lamb. Others in attendance were Legal Counsel Scot Wyatt, Utility Director Andrew Williams, and Engineering Manager Wes Merkle.

Public Comment

There was no one present from the public.

Financial Statements

Mr. Williams said the Utility will be processing late payments in July. Late fees were suspended to offer relief to customers who might be having financial issues during the pandemic. However, in June 2020 there were 1,777 customers who paid late for a total of \$6,700. In June 2019, 2,267 customers were late totaling \$9,653 in late fees collected.

Mr. McDonald asked if the previous months late fees were waived or if they have been accumulating. Mr. Williams said late fees were waived for three months.

Ms. Merrill asked what is included in the Other Revenue line item which was down for the month. Mr. Williams said he did not remember what is included in Other Revenue, but he will check with Ms. Sheeks and let the Committee know.

Mr. Mills said he spoke with Ms. Sheeks regarding investments. There have been struggles getting a return on money sitting in the bank not yet being distributed for the construction costs. Ms. Sheeks had a gentleman's agreement with Huntington Bank when the bond was issued to keep the money with them, at the time, they were paying a nice rate of return on the money. With interest rates dropping, it went from around 90 basis points to 11 basis points. Mr. Mills suggested looking at other options for investing the money and from a major bank perspective they are all in the same boat. Money Markets are at 15 or 16 basis points. Ten million dollars was moved to Merchant's Bank at 1%. Mr. Mills has concerns about having too much money at one bank. Merchants is sending TriCo a document that states their public funds are insured up to \$100 million. Mr. Mills is waiting to receive and review the document.

Ms. Merrill asked if Huntington has issues with TriCo moving the money. Mr. Mills said they do not since they realize that their rate has dropped substantially.

Mr. McDonald asked if the Utility is limited when choosing investments. Mr. Mills said the State Board of Accounts limits what can be done with the money. The other option they looked at is buying into an Indiana Municipal Bond, the issue with that would be the funds would not be liquid. It is an option being discussed. Mr. Williams said he needs to review TriCo's investment policy which contains limitations on how the Utility can invest its money. Ms. Merrill said she would also like to review the guidelines from the State Board of Accounts. Mr. Mills asked Mr. Williams to email TriCo's investment policy and the State Board of Accounts requirements before the next meeting.

Mr. Mills asked Mr. Merkle if there are any construction issues outside the plant and office projects the Committee should be aware of at this time. Mr. Merkle said the other projects are currently in good shape. Bids will be opened on the Haver Way Lift Station project and Outfall Sewer projects next week. The budget for the two projects is around \$2.9 million.

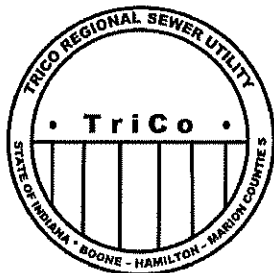
Adjournment

The meeting was adjourned. Mr. Merkle and Mr. Williams gave the Committee members a tour of the facilities and construction sites.

Respectfully Submitted

A handwritten signature in black ink that reads "Andrew Williams". The signature is written in a cursive, flowing style.

Andrew Williams
Utility Director



JOINT CAPITAL & CONSTRUCTION AND OFFICE IMPROVEMENTS COMMITTEE MEETING

Monday, July 6, 2020 at 4:30 p.m.

Memorandum

This meeting was held in person at the WRRF and via video conference using GoToMeeting.

Mr. Pittman called the meeting to order at 4:34 p.m.

Roll Call: C&C and OI Committee Chair Steve Pittman, C&C Committee members Jeff Hill and Eric Hand, and OI Committee member Carl Mills. Others attending were Legal Counsel Anne Poindexter, Utility Director Andrew Williams, Engineering Manager Wes Merkle, Utility Engineer Ryan Hartman, and Administrative Assistant Maggie Crediford.

Office Improvements Committee member Jeff Kimbell was absent.

Public Comment

There was no one present from the public.

#1910 Office Unification Furnishings

Mr. Merkle said after the memo was written staff noticed a discrepancy in the quantity of some items. The amount requested to purchase furnishings for the new office building has been updated to \$180,505.

The Committee members did not have any questions and will recommend the Board approve the purchase of office furniture from RJE Business Interiors for \$180,505.

#1802 Haver Way Sewer Improvements Construction Contract Award

Mr. Merkle said five bids were received. The lowest responsive and responsible bidder was Lykins Contracting Inc. Mr. Merkle said the Utility has not worked with Lykins before, but they are doing the large water main extension project for the City of Carmel. Mr. Pittman asked if Lykins is a union or nonunion employer. Mr. Hartman said he believes they are nonunion.

There were no other questions from the Committee members, and they will recommend the Board of Trustees award the #1802 Haver Way Sewer Improvements Construction Contract to Lykins Contracting, Inc. for \$627,050.

#1906 Outfall Sewer Expansion Construction Contract Award

Mr. Merkle said for the Base Bid, Eagle Valley was the lowest responsive and responsible bidder at \$1,769,000. For the Alternate Bid, Clark Excavation and Utility was the low bidder at \$1,929,750. The base bid is for a 24-inch sewer pipe which is enough to handle the current capacity. The alternate bid is for a 30-inch sewer pipe that would be large enough to handle the flow if TriCo is called upon to service any area outside its current

territory. Currently there is no firm direction from the Town of Zionsville on its plans for developing Union Township. The cost difference between the two proposals is \$160,000. The construction budget for this project was \$2,300,000 so either option will be under budget.

Mr. Pittman asked if the Board decides to build the 30-inch pipe must they use the lowest bidder. Mr. Merkle said this will be their largest project to date, however they have brought on experienced personnel and their references check out. Mr. Pittman asked if they will be required to post a bond so that TriCo is protected financially. Mr. Merkle said all bidders had to post a bid bond, and the selected bidder must post performance of payment bonds worth 100% of the contract amount.

Mr. Williams said the Committee needs to decide which option they would like to recommend to the Board for approval. Mr. Pittman asked what the 30-inch pipe provides in terms of capacity. Mr. Merkle said the 30-inch pipe offers an additional 10 million gallons per day of capacity. Mr. Pittman asked what the downside of using the 30-inch pipe would be besides cost. Mr. Merkle said none. Mr. Hill pointed out if the Utility needs to upgrade the pipe down the road if they choose the 24-inch pipe now it will cost ten times the amount of upgrading to the 30-inch pipe today. Mr. Merkle confirmed. Mr. Pittman said he feels it would be short sided not to do it now. Mr. Hand said his preference would be to go with the 30-inch pipe not only for future capacity but redundancy. Mr. Hand likes the flexibility offered by the 30-inch pipe considering the current pipe is 30 years old.

The Committee will recommend the Board proceed with the larger pipe and award the Outfall Sewer Expansion Construction Contract award to Clark Excavation and Utility, Inc. in the amount of \$1,929,750.

Mr. Hill asked for clarification on how the bid request was advertised. He wanted to be sure the bid was advertised in a way that stated the lowest responsive and responsible bidder would be chosen for which ever pipe the Board chooses, and there would not be an issue with Eagle Valley being the lowest bidder for the Base Bid. Mr. Merkle confirmed it was advertised correctly.

Lift Station #1 Emergency Generator Replacement Construction Contract

Mr. Merkle said a tree fell on the emergency generator on site at Lift Station #1. The generator needs to be replaced. It was scheduled to be replaced in 2022 due to age, but with the damage it needs to be replaced now and the cost will at least be partially covered by insurance. To purchase a new generator in a timely fashion the Board should declare this an emergency per IC 36-1-12-9. Staff will receive quotes from three local reputable electrical contractors the week of July 6: Miller-Eads, Sun and Barth. Recommendations will be made to the full Board on July 13, 2020. TriCo will be responsible for any upsizing costs associated with the purchase of a new generator. Mrs. Poindexter said the Board will have to declare the emergency at the July Board meeting and articulate the vendors from who quotes are being solicited, per the statute.

The Committee will recommend the Board declare an emergency to purchase a new emergency generator for Lift Station #1 at the June 13, 2020 Board meeting.

Capital Project Updates

#1802 Haver Way Sewer Improvements - Bids were received and evaluated by staff. If awarded by the Board in July, construction is anticipated through the spring of 2021.

#1901 Lift Station #14 Parallel Force Main - Construction is about one third of the way complete. Crews are working their way north along Michigan Road towards Austin Oaks. Construction will last through fall of 2020.

#1902 TriCo WRRF Expansion - Crews continued installing new RAS yard piping. Clarifier #7 and the Mixed Liquor Splitter structures were excavated, base prepared and floor slabs poured. Walls for both Clarifiers #8 and #9 were poured. Electrical crews started conduit installation in the MCC and Pretreatment Buildings. VLR excavation was halted due to safety and soil stability issues. Mr. Merkle said he has run into some quality issues with Thieneman over the last couple of months. Issues have been ramping up steadily over the past couple of months. Jack Hutchens with GRW is inspecting the work daily. Staff, GRW, and CMID worked through multiple concrete quality issues with Thieneman and concrete supplier IMI. Mr. Pittman asked if these issues are new. He recalls there being some issues with Alderson on the office project, but this is the first time he is hearing of any issues with Thieneman. Mr. Merkle said there have been some bumps along the way with the project and some of it stems from the contractor's construction supervisors not working together very well.

#1906 Eagle Creek Outfall Sewer Expansion - Bids were received and evaluated by staff. If awarded by the Board in July, construction is anticipated through spring 2021.

#1910 Office Unification Project - The project is moving along. Staff, Alderson and Blackline have been doing better working on pricing for change orders. Work is going well. Framing is ninety percent complete. Drywall will be going up in the next couple of weeks. Furnishings have been chosen. The site work was included in the Plant Expansion Project and Thieneman is scheduled to begin site work in July.

#2001 Little Eagle Creek Interceptor Extension - There are no changes, developers are still waiting on the airport study. No action will be taken in that area unless development moves forward.

#2003-2020 Neighborhood Sewer Extensions - This project will extend sewers to Williams Creek Farms, Woodhaven, Timber Ridge and the remaining parts of Lakewood Gardens. Design is wrapping up. Bids will be received by the end of July and results presented to the Board in August. Construction will last through fall of 2020.

Lift Station #1 Repairs - There is a sixteen-week lead time when ordering the new generator. Staff will be asking the Board to declare an emergency at the July meeting to move that project along.

Adjournment

Meeting adjourned at 5:06 p.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to be 'W. Merkle', written over a horizontal line.

Wes Merkle
Engineering Manager



MEMORANDUM

To: Board of Trustees
From: Wes Merkle
Date: July 7, 2020
Subject: #1910 Furnishings

Over the last several months Blackline worked with staff to identify furnishing needs. Preliminary quotes were received from three local firms to provide furnishings. RJE provided the most competitive quote based on needs, cost, functionality, and aesthetics. RJE hosted a showroom tour for Blackline and staff to view samples of furnishings. Changes were made based on staff input and collaboration with Blackline and RJE. RJE's revised quote was \$180,505.18. The project budget included \$200,000 for furnishings.

Recommended Action: Approve the purchase of office furnishings from RJE Business Interiors for \$180,505.18.



MEMORANDUM

To: Board of Trustees

From: Wes Merkle

Date: July 7, 2020

Subject: #1802 Haver Way Sewer Improvements
Construction Contract Award

The following bids were received on July 1 for the subject project:

Lykins Contracting, Inc.	\$627,050
Yardberry Landscape Excavating Co.	\$678,087
Atlas Excavating, Inc.	\$691,470
Clark Excavation and Utility, Inc.	\$725,194
Gradex, Inc.	\$1,009,965

Lykins Contracting, Inc. was the lowest responsive and responsible bidder. The budget for construction was \$650,000.

Recommended Action: Award the #1802 Haver Way Sewer Improvements construction contract to Lykins Contracting, Inc. for \$627,050.



MEMORANDUM

To: Board of Trustees

From: Wes Merkle

Date: July 7, 2020

Subject: #1906 Outfall Sewer Expansion
Construction Contract Award

The following bids were received on June 30 for the subject project:

	Base Bid (24" Sewer)	Alternate Bid (30" Sewer)
Eagle Valley, Inc.	\$1,769,000	\$2,065,000
Clark Excavation and Utility, Inc.	\$1,890,000	\$1,929,750
Lykins Contracting, Inc.	\$1,893,437	\$2,030,112
Cleary Construction, Inc.	\$2,268,980	\$2,484,592
Millennium Contractors LLC	\$2,461,400	\$2,693,800
Atlas Excavating, Inc.	\$2,602,264	\$2,892,794

The existing outfall sewer is 24" diameter, which was constructed with the plant in 1991. The base bid included a 24" diameter outfall sewer; the alternate bid included a 30" diameter outfall sewer. The base bid project provides buildout capacity of 23 MGD, which is projected for our current service area. The alternate bid project provides a capacity of 33 MGD, which would allow TriCo future flexibility to take on additional service area and not have to add a third parallel sewer.

For the base bid, Eagle Valley was the lowest responsive and responsible bidder. For the alternate bid, Clark Excavation and Utility was the lowest responsive and responsible bidder. Effectively upgrading to a 30" sewer will cost an additional \$160,750. The budget for construction was \$2,300,000. The C&C Committee discussed on July 6 and recommended proceeding with the larger diameter sewer

Recommended Action: Award the #1906 Outfall Sewer Expansion construction contract to Clark Excavation and Utility, Inc. for \$1,929,750.



MEMORANDUM

To: Board of Trustees

From: Wes Merkle

Date: July 10, 2020

Subject: Lift Station #1 Emergency Generator
Replacement Construction Contract Award

To expedite the replacement of the generator at LS #1, staff requests the Board declare an emergency per IC 36-1-12-9.

On or about July 15, a large tree fell onto Lift Station 1 (Keystone Parkway/99th Street), damaging the electrical building roof, the engine-driven backup pump, and the security fence; the emergency generator was destroyed. The generator has been disconnected with all fluids and fuel removed. A rental generator is on site until a replacement is installed and operational. Staff is working with vendors and TriCo's property insurance carrier to complete repairs.

The destroyed generator was previously scheduled for replacement in 2022. Due to the growth of the Utility, the existing generator is now undersized and only capable of running one of the two large pumps at this location. The new generator will be sized to run both large pumps. Due to the importance of have a backup generator for this station, staff promptly engaged Strand Associates to complete plans and specifications for installation of a new generator.

In 2015, Strand provided design services for an electrical equipment replacement project at this lift station, which assumed that an upsized generator would be installed at a later date.

Staff expects most of the generator replacement cost to be reimbursed by insurance. TriCo will be responsible for upsizing cost. Per Barth's quote, the replacement value of the existing generator is \$249,437; the upsizing cost is \$80,279.

The following quotes were received on July 10 for the subject project:

Barth Electric Company, Inc.	\$329,716
Sun Electric, Inc.	\$348,900
Miller-Eads Co., Inc.	\$473,250

Recommended Action: Declare an emergency per IC 36-1-12-9, state the aforementioned three firms invited to quote, and award the Lift Station #1 Emergency Generator Replacement construction contract to Barth Electric Company for \$329,716.