



## **TriCo Regional Sewer Utility**

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

**Monday, August 10, 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 July 13, 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**
    - i. Investment Policy**
    - ii. FOG Fee Enforcement**
  - c. Capital & Construction Committee**
    - i. Neighborhood Sewer Projects #2003 Contract Award**
  - d. Office Construction Committee**
- 8. Old Business**
- 9. New Business**
- 10. Adjourn**



## BOARD OF TRUSTEE MEETING

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Monday, July 13, 2020 6:00 p.m.  
Memorandum

Mr. Mills called the meeting to Order at 6:06 p.m.

### ROLL CALL

Present: President Carl Mills, Vice President Steve Pitman, Treasurer Jane Merrill, Secretary Michael McDonald, members, Jeff Kimbell, Eric Hand, Chuck Ryerson, and Jeff Hill. Others in attendance were Utility Director Andrew Williams, Legal Counsel Anne Poindexter, Utility Engineer Ryan Hartman, and Controller Cindy Sheeks

Barb Lamb was absent.

### PUBLIC COMMENT

There was no one present from the public.

### APPROVAL OF MEETING MEMORANDUM

Ms. Merrill made a motion to approve the Board Meeting Memorandum from June 15, 2020. Mr. Hill seconded the motion and it was unanimously approved.

### APPROVAL OF CLAIMS DOCKET

Ms. Sheeks said the bill from the City of Carmel was received late and is included in the checks to be signed at the end of the meeting. Thieneman had a large request for the Plant Expansion project at \$1.1 million. Another \$226,000 was spent on the Office Remodel Project.

Mr. McDonald made a motion to approve the claims docket. Mr. Hill asked if spending is ahead of schedule or on track. Ms. Sheeks said it is a little bit ahead but expects it to slow by November. Mr. Williams elaborated, Thieneman has several crews working simultaneously on different parts of construction and is moving through the work quickly. Mr. Hill noted the large number of refunds issued on the docket report and asked if refunds are common and if so, is there a way to avoid having to issue them? Ms. Sheeks explained that these refunds are typically the result of title companies requesting final account totals for closing documents while the homeowner pays the bill at the same time, therefore requiring refunds to be issued. The motion was seconded by Mr. Hill and unanimously approved.

### ATTORNEY'S REPORT

Mrs. Poindexter received and reviewed the commitment for title insurance for the sale of TriCo's portion of the Hensel Government Building. Mrs. Poindexter said the sale is likely to close before the next Board meeting, she suggested the Board appoint a member to execute the sales documents at closing.

Ms. Merrill made a motion to authorize the Board President to sign the closing documents for TriCo's interest in the Hensel Government Center. The motion was seconded Mr. Hill and unanimously approved.

### UTILITY DIRECTOR'S REPORT

The drywall will be installed for the office project Tuesday, July 14, 2020. When the drywall is up it will really start to feel like an office.

Last week, one of the iron workers at the plant had heat stroke. The Town of Zionsville responded to the 911 call with an ambulance, two police cars and two fire trucks. We definitely get good service in Zionsville.

Several employees are off on vacation this week and next. People are starting to get out and about again.

Mr. McDonald asked if the heat stroke affected TriCo's lost time accident days. Mr. Williams said it was not a TriCo employee, so it did not affect TriCo's time. TriCo did have an employee twist and severely sprain his ankle on the job. The employee went to the doctor got a boot and came back to work in the office. While it is a reportable accident, it was not a lost time accident.

The Utility is having issues getting restaurants to comply with its FOG guidelines. Budget and Finance Committee may be hearing appeals from restaurants who are being assessed fees for second violations.

Ms. Merrill said she noticed there were two overflows in June. Mr. Williams said one overflow happened when the tree fell on Lift Station #1. The other one occurred because an air release valve, which lets air out of the force main, got plugged open so sewage was trickling out of a valve pit. The issue happened about a month before the ARV was due for annual cleaning.

Mr. McDonald asked if the restaurants who will be appealing their fines have any justification for an appeal or will they appeal just because they do not want to pay the fine? Mr. Williams said restaurants were sent letters letting them know inspections would resume on July 1, 2020, so they had advance notice. Restaurants that will contest their fines had issues getting their haulers out to the sites to clean the traps.

## **COMMITTEE REPORTS**

### **Personnel & Benefits Committee**

Mr. Kimbell and Mr. Ryerson said the Committee did not have any action items. Mr. Mills said at his bank they are giving employees five additional vacation days because no one took vacation during the pandemic, he doesn't know if it is added on to this year's vacation time or if it will be added in 2021. He wanted the Committee to be aware what other businesses are doing.

Mr. Ryerson asked what the rationale is for giving five additional vacation days. Mr. Mills said because employees were not able to take vacations during the pandemic. People went five to six months without a vacation and hours cannot be rolled over. Everyone's vacations are compressed into six months. This is a way to spread the time out a little bit. Mr. Mills asked the Committee to be aware in case the subject arises.

### **Budget & Finance Committee**

Ms. Merrill said the Budget and Finance Committee did not have any action items. Ms. Mills said while reviewing the Utility's Investment Policy it was noted it expired May of 2019. The Investment Policy needs to be reviewed and updated to present to the Board for approval.

### **Capital & Construction Committee**

#### **Office Furnishings #1910 Contract Award**

Mr. Pittman made a motion to award the Office Furnishings #1910 Contract to RJE Business Interiors in the amount of \$180,505.18. Mr. Hand seconded the motion and it was unanimously approved.

#### **Haver Way Sewer Improvements #1802 Contract Award**

Mr. Pittman made a motion to award the Haver Way Sewer Improvements #1802 Contract to

Lykins Contracting for \$627,050. Mr. Hill seconded the motion. Ms. Merrill asked if Lykins is a company the Utility has worked with before. Mr. Hartman said TriCo has not, but they have a large water contract with the City of Carmel, and they have been good to work with when there has been a conflict with the sewer. Mr. Pittman said Lykins had to put up a bid bond and will also have to put up a performance bond to do the work. The motion was unanimously approved.

#### **Outfall Sewer Expansion #1906 Contract Award**

Mr. Pittman made a motion to award the Outfall Sewer Expansion #1906 Contract to Clark Excavation Utility for a 30" sewer pipe in the amount of \$1,929,750. Mr. Kimbell seconded the motion and it was unanimously approved.

#### **LS #1 Emergency Generator Replacement Contract Award**

Mr. Pittman made a motion to declare an emergency per IC 36-1-12-9 and award the replacement of the Lift Station #1 Emergency Generator to Barth Electric Company in the amount of \$329,716 based off the bids were received from the aforementioned three firms. Mr. Hand seconded the motion and it was unanimously approved.

#### **Office Construction Committee**

Mr. Pittman stated the Office Construction Committee met jointly with the Capital and Construction Committee and has no additional action items.

#### **Adjournment**

Mr. McDonald made a motion to adjourn the meeting. Mr. Pittman seconded the motion and the meeting adjourned at 6:38 p.m.

The next Board of Trustees Meeting is scheduled for Monday, August 10, 2020 at 6:00 p.m.

Respectfully submitted,



Andrew Williams  
Utility Director

Approved:

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

\_\_\_\_\_  
Michael McDonald, Secretary

\_\_\_\_\_  
Carl Mills, President

# The TriCo Connection

Volume 14 Issue 8 August 2020

MONTHLY NEWSLETTER



## FINANCIAL UPDATE- CINDY SHEEKS

June 2020 - Total Revenue was \$641,451 which is \$17,419 below the projected revenue of \$658,870 and \$36,170 higher than May. Residential sales were steady for a total of \$418,403 in June and 0.72% higher than budgeted. YTD residential is 50.17% of the budget. Commercial sales totaled \$192,025 which is 10.27% lower than budgeted but the highest monthly total this year. It increased \$24,190 in June over May. Commercial sales are at 41.82% of the budget YTD. Overall YTD Total Revenue is close to projections at 47.54% of budget.

Total operating expenses were \$448,893 in June which is 9.73% under the monthly budget of \$497,260 and 49.6% YTD. Wages and benefits spending totaled \$199,111 and were over budget by \$5,289 during the month and YTD 52.13% of budget. Administration spending was \$55,856 in June and under budget by \$7,531. It is YTD 50.04% of budget. Treatment costs totaled \$153,641 which was under budget by \$23,208 and YTD is 50.63% of budget. Collection costs totaled \$40,283 in June which was \$22,916 under budget and YTD is 36.51% of budget. YTD operating expenses are 49.60% of budget.

Net income in June was a negative \$107,036 after depreciation and amortization of CIAC and was over projections by \$165,076 for the month due to the first bond payment of \$196,020 not included in the original budget calculations. Leaving out the bond payment, operating revenue exceeded operating expenses by \$192,558 in June. YTD, operating revenue has exceeded operating expenses by \$1,026,299. Spending Breakdown in June:

Wages	44.36%
Administration	12.44%
Treatment Costs	34.23%
Collection Costs	8.97%

Cash generated for June shows a decrease in all operating funds by \$215,594. The bond fund expenses totaled \$3,430,310 in June for plant expansion. Other capital spending during the month included the administration office construction, plant outfall, Haver Way, LS 14 elimination and neighborhood sewer projects. Cash on hand at June 31, 2020 was \$29,327,064. The balances in the funds are listed below:

Operating	\$4,734,047
Interceptor	\$513,465
Plant Expansion	\$4,635,281
Operating Reserve	\$519,252
Reserve for Replacement	\$616,071
2020 Bond Funds	\$18,308,948

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### Calendar of Events

August 10	Board Meeting	6:00 p.m.
August 26	P&B Meeting	7:30 a.m.
August 28	B&F Meeting	7:30 a.m.
September 8	C&C Meeting	4:30 p.m.



## ENGINEERING & CONSTRUCTION - WES MERKLE

Engineering staff completed 383 locates, 79 I&I inspections and 17 lateral inspections in July. There were no failed I&I inspections. A total of 2,396 locate requests were received and reviewed. Construction activity in our service area remains strong. Brandon had another busy month with I&I inspections. Eric, Jeff and Brandon have been completing most locates after Nate got injured while completing a locate on Michigan Road. Eric observed TPI on the Michigan Road force main project, observed remaining testing on new sewers at Clay Center Road elementary school and Bear Creek South, and completed warranty inspection work at Jackson's Grant Section 3. Nate is reviewing locate requests and completing a number of tasks with limited physical activity. He is looking forward to getting back in the field full time.

Jeff and Ryan are working with Collections to identify utilities that damaged many laterals along College Avenue in Home Place, and get the damage repaired. Jeff assisted observing construction on capital projects. Ryan completed plan review on multiple private development projects; several projects are expected to go to construction soon. Wes oversaw the plant expansion and office projects under construction. Preconstruction meetings were held for the Haver Way and Outfall Sewer projects. The new Lift Station #1 generator has been ordered. It will be delivered and installed late fall. Bids were received for the Neighborhood Sewer project. The Haver Way, Outfall Sewer, and Neighborhood Sewer projects are all expected to be complete by the end of the year.

Your Engineering Department is now overseeing over \$29 million in open contracts on capital projects, in addition to private development sewers. Everyone will be very busy through the end of the year.

## PLANT EXPANSION AND OFFICE PROJECT UPDATE - WES MERKLE

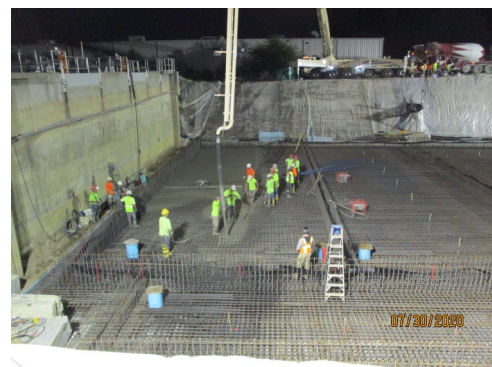
On the plant project, crews continued installing new RAS yard piping. Clarifier 7 walls are complete. Crews finished trough walls in Clarifier 9 and have shifted to do the same in Clarifier 8. Concrete repairs are underway in Clarifier 9 and the structure will be tested for leaks shortly. Excavation stability and safety issues in the VLR were corrected. The VLR floor slab was poured – this included approximately 1,300 cubic yards of concrete and was be the largest concrete pour on this project. Electrical crews continued conduit installation in the MCC/Blower and Pretreatment Buildings. Over the next month crews will construct trough walls in Clarifier 8, begin process piping installation and backfill around Clarifiers 8 and 9, pour the walls of the Mixed Liquor Splitter structure, and start wall pours on the VLR.

Construction continues to progress quickly on the office project. Interior walls are framed and most have been insulated with drywall work underway. Electrical, plumbing and HVAC crews continued to run conduit, pipe and duct work and are nearly complete with rough-in work. New windows are installed on the east elevation facing Mayflower Park Drive. Shadow boxes, which go around window and door openings, are being installed. Exterior brick masonry installation is also underway. Thieneman drained the pond and started storm sewer installation. Over the next month crews will finish rough installation of electrical, plumbing and HVAC systems, as well as exterior brick, shadow boxes, trim, windows and skylights. Drywall will be mostly complete, and crews will begin other interior finish work.

While Alderson continues to target an on-time finish at the end of October, they are having difficulty getting certain materials and skilled labor due to the pandemic and may finish up to two weeks late. Staff continues to work towards quoting the landscaping work and Biosolids Building addition in August.



VLR slab rebar



VLR slab concrete night pour

## TREATMENT – SCOT WATKINS

The WRRF staff replaced a failing fiber switch in local remote terminal unit (LRTU) number 2; this should help eliminate communication faults on the fiber network around the plant. Staff performed annual inspections on clarifiers 1-3 and the belt filter press conveyer; all the neoprene skimmer arms were replaced, and safety emergency stops were checked. Staff set up generators to run communication and laboratory equipment while Alderson moved the temporary power for the trailer. One more scheduled power outage will be scheduled for the new building power.

Loren performed IWEA safety audits at Fall Creek RWD and the City of Marion and Scot performed safety audits at Whitestown and Monticello. TriCo also had our WRRF audited and will be receiving the IWEA Safety Excellence Award for the 13<sup>th</sup> year in a row. TriCo has also applied for the WEF Burke Award. This award was established in 1982 in honor of George W. Burke, Jr., for his many years of service to both the water environment field and WEF as staff manager of technical services. Mr. Burke was instrumental in developing WEF's annual safety survey and assisting in the production of several safety training aids and promotional packets. The purpose of this award is to encourage an active and effective safety program in municipal and industrial wastewater facilities.

Seventy-eight FOG inspections were completed. Two hundred and Sixteen pump outs had been logged and accounted for over 13,000 gallons of FOG being prevented from entering the system this month.

The laboratory performed 534 CBOD5 tests, 258 Total Suspended Solids tests and 161 Phosphorus & Ammonia tests and 55 e. Coli tests. Monthly Method Detection Limit studies were completed on TSS, Phosphorus and Ammonia. Cody continues to be trained in the lab and is making good progress. Bob performed three IWEA Laboratory inspections; City of Carmel, Muncie and West Lafayette. TriCo had its lab inspected also and will be receiving the Lab Excellence Award for the 15th year in a row.



VLR concrete night pour



VLR concrete night pour



VLR concrete night pour complete

## SAFETY UPDATE - LOREN PRANGE

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

One of the inspector/locators injured his ankle in the field and has been assigned to desk duties. And while this is a "reportable injury" since he received treatment for the injury, it did not count as a "lost time" accident because he did not miss any days of work. So, our record of days without a lost time accident. Is now 3,799.

The WEF Burke Award inspection of the WRRF was completed July 15. The inspection was completed by IWEA Safety Committee members from Brownsburg Wastewater treatment plant. They will take their inspection report to the next IWEA Safety Committee meeting for a vote on whether TriCo will be nominated for the WEF Burks Award, which is a national recognition.

WRRF staff inspected railing and walkways on all six clarifiers looking for any loose or damaged sections. No hazards were found.

WRRF staff inspected non potable water hydrants and replaced faded non potable signs on hydrants.

With a higher demand on PPE caused by Covid-19 some products have been difficult to obtain. Staff has worked with vendors to replenish the inventory of gloves, masks, and paper products.



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No. of days since the last lost time accident.

## COLLECTIONS - AARON STRONG

Collections staff televised 10,042 feet and cleaned 525 feet of sanitary sewer as identified by CCTV inspection in the month of July. Lift Station maintenance crews performed annual inspections and maintenance on 28 pumps located throughout the utility. Year to date, 47 of the Utility's 52 lift station pumps have been serviced with the remaining pumps scheduled to be completed in the first week of August. Pump 3 at Lift Station #1 was found to have water in the stator, it has been shipped to Chicago to be baked, a process in which the motor is heated to remove water from the motor windings. The pump will be rebuilt with a new upper and lower seals and returned to service. Collections staff is slated to pull 11 pumps at the WRRF starting next week, thus completing pump inspections for the year. Annual easement clearing and maintenance is currently ongoing and is expected to be completed by months end.

Staff continues to collaborate with Engineering staff on the College Avenue fiber optic cross-bore project. Collections staff televised 8 laterals with a push camera and located the exact location and depth of each of the cross bored laterals. A meeting was set up with all 811 member utilities to help identify the owner of the offending utility lines.

Structured Solutions performed corrective action to 21 manholes that included grout injection, raising manholes to grade and concrete repair. B&W Heating and Cooling completed yearly preventative maintenance to control panel air conditioning units with minor issues found and subsequently repaired. BLD Services has been contracted to install cure in place pipe patches (CIPP). In-line patches stop sources of infiltration at the mainline to lateral connections where root intrusion has been identified by CCTV inspection, while mobilized, BLD will CIPP patch leaking connections identified during the College Avenue lateral launch project.

### Birthday

Jeff Martin August 13

### Anniversaries

Cindy Sheeks	August 15	4 Years
Manny Sanchez	August 19	1 Year



			TriCo Regional Sewer Utility			
			Register of Claims			
			For the period 7/9/2020-7/31/2020			
Payment date	Check number	Bank name	Payee name	Amount	Amount Allowed	Description
7/13/20	14723	Operating	Carmel Utilities	\$82,125.50	\$82,125.50	June flow
7/13/20	14723	Operating	Carmel Utilities	\$1,039.80	\$1,039.80	June reads
7/13/20	14724	Operating	Carmel Utilities	\$13.85	\$13.85	LS 1
7/13/20	14725	Operating	Emmanuel Sanchez	\$10.35	\$10.35	Mileage 7/4, 7/5
7/13/20	14726	Operating	Joe Hood	\$57.50	\$57.50	Mileage
7/13/20	14727	Operating	Kinetrex Energy	\$5.57	\$5.57	Plant gas
7/13/20	14728	Operating	Daniel Rossman	\$40.00	\$40.00	Rossman HSA Deposit
7/14/20	14729	Operating	Daniel Rossman	\$272.82	\$272.82	Boots, jeans
7/14/20	14730	Operating	Scot Watkins	\$131.68	\$131.68	Mileage reimbursement
7/15/20	14731	Operating	Eric Luis Delacruz	\$71.00	\$71.00	Towing reimbursement
7/15/20	14732	Operating	Microbac Laboratories, Inc.	\$495.00	\$495.00	Testing fees
7/22/20	14734	Operating	AFLAC	\$429.40	\$429.40	Employee Deferred Liability - April
7/22/20	14734	Operating	AFLAC	\$644.10	\$644.10	Employee Deferred Liability - July
7/22/20	14735	Operating	Indianapolis Star	\$780.38	\$780.38	Ordinance
7/22/20	14736	Operating	John Marandino	\$274.15	\$274.15	Refund-11864 Avedon Way
7/24/20	14738	Operating	Cody Cain	\$64.40	\$64.40	Mileage
7/24/20	14739	Operating	Rick Hoole	\$28.75	\$28.75	Mileage 7/21
7/29/20	14740	Operating	Carmel Utilities	\$7,618.67	\$7,618.67	Pmt on account 3501235001 - ck recd in error
7/30/20	14741	Operating	Jacques Jessen	\$16.85	\$16.85	Refund-9668 Wild Cherry
7/30/20	14742	Operating	Donna Jacobi	\$28.32	\$28.32	Refund-2991 Topaz Lane
7/30/20	14743	Operating	Paul or Linda Tanella	\$21.05	\$21.05	Refund-10457 Bishop Circle
7/30/20	14744	Operating	David G Halsema	\$20.03	\$20.03	Refund-10827 Putnam Place
7/30/20	14745	Operating	Berkley W Duck	\$32.62	\$32.62	Refund-11144 Valeside Crescent
7/30/20	14746	Operating	Jeff Shaheen	\$31.18	\$31.18	Refund-13024 Portsmouth
7/30/20	14747	Operating	Gordon L Southern	\$24.00	\$24.00	Refund-300 Pokagon
7/30/20	14748	Operating	Jay or Liz Gehl	\$20.31	\$20.31	Refund-10810 Crooked Stick
7/30/20	14749	Operating	Chris Adams	\$39.78	\$39.78	Refund-1031 Deer Lake Dr
7/30/20	14750	Operating	Ravi Sekhar	\$26.28	\$26.28	Refund-13168 Lamana Pl
7/30/20	14751	Operating	Kevin Walkey	\$20.60	\$20.60	Refund-3218 Winnings Lane
7/30/20	14752	Operating	Kevvon Burdette	\$107.80	\$107.80	Refund-14280 Murphy Circle W
7/30/20	14753	Operating	Robert O'Neal	\$34.33	\$34.33	Refund-13495 Six Points Road
7/30/20	14754	Operating	Mary Jane Macias	\$16.74	\$16.74	Refund-2463 Glebe St
7/30/20	14755	Operating	David Resley	\$16.31	\$16.31	Refund-12946 Regent Circle
7/30/20	14756	Operating	Gary L Brackett	\$136.44	\$136.44	Refund-3591 Hintocks Circle
7/30/20	14757	Operating	Russell Kershaw	\$25.75	\$25.75	Refund-656 Allenhurst Circle
7/30/20	14758	Operating	Joao Baroni	\$28.04	\$28.04	Refund-4191 Field Master Dr
7/30/20	14759	Operating	Alex Stanley	\$12.78	\$12.78	Refund-12723 Vanderhorst
7/30/20	14760	Operating	Jeffrey or Christine Rosen	\$33.76	\$33.76	Refund-953 Deer Lake Dr
7/30/20	14761	Operating	Jor or Robin Black	\$33.51	\$33.51	Refund-10410 Barmore Ave
7/30/20	14762	Operating	Jordan or Kiana Parrett	\$14.80	\$14.80	Refund-3474 Glen Abbe Ct
7/30/20	14763	Operating	Bryan Hohne	\$28.61	\$28.61	Refund-14287 Chariots Whisper
7/30/20	14764	Operating	Joshua Fetzer	\$25.46	\$25.46	Refund-12741 Kossuth St
7/30/20	14765	Operating	Clare Corado	\$336.97	\$336.97	Refund-1980 Rhettisbury
7/30/20	14766	Operating	Gary Miles	\$19.51	\$19.51	Refund-3260 Wildlife Trail
7/30/20	14767	Operating	Cara Hubers	\$48.10	\$48.10	Refund-3460 Sugar Pine Lane
7/30/20	14768	Operating	Mark or Jodi Stevens	\$33.71	\$33.71	Refund-2812 W High Grove Circle
7/30/20	14769	Operating	Mabel Development LLC	\$77.41	\$77.41	Refund-10711 Broadway Ave
7/30/20	14770	Operating	Richard Jochums	\$26.46	\$26.46	Refund-11925 West Road
7/30/20	14771	Operating	Frederick Seitz	\$27.75	\$27.75	Refund-11508 Golden Gate
7/30/20	14772	Operating	Aaron Strong	\$30.00	\$30.00	Monthly cell phone
7/30/20	14773	Operating	Brandon Woolf	\$30.00	\$30.00	Cell phone reimbursement
7/30/20	14774	Operating	Eric Luis Delacruz	\$30.00	\$30.00	Monthly cell phone reimbursement
7/30/20	14775	Operating	Jeffrey Martin	\$30.00	\$30.00	Monthly cell phone bill
7/30/20	14776	Operating	Nathan Crowder	\$30.00	\$30.00	Monthly cell phone
7/30/20	14777	Operating	Robert Roudebush	\$54.05	\$54.05	Mileage - IWEA
7/30/20	14778	Operating	Scot Watkins	\$70.15	\$70.15	Mileage 7/24
7/30/20	14779	Operating	Lawrence Prange	\$74.18	\$74.18	Mileage
7/31/20	14780	Operating	Carl S. Mills	\$250.00	\$250.00	Board member fees - July 2020
7/31/20	14781	Operating	Charles Ryerson	\$50.00	\$50.00	Board meeting fee - July 2020
7/31/20	14782	Operating	Eric Hand	\$150.00	\$150.00	Board meeting fees- July 2020
7/31/20	14783	Operating	Jane B. Merrill	\$200.00	\$200.00	Board member fees-July 2020
7/31/20	14784	Operating	Jeff Hill	\$100.00	\$100.00	Board member fees - July 2020
7/31/20	14785	Operating	Jeffrey Kimbell	\$100.00	\$100.00	Board meeting fees - July 2020
7/31/20	14786	Operating	Michael A. McDonald	\$200.00	\$200.00	Board member fees - July 2020
7/31/20	14788	Operating	AAA Roofing Company, Inc.	\$480.50	\$480.50	Repairs to roof at the plant
7/31/20	14789	Operating	Alderson Commercial Group, Inc	\$346,690.83	\$346,690.83	CIP - Proj 1910 Admin office
7/31/20	14790	Operating	Altman, Poindexter & Wyatt, LLC	\$1,637.50	\$1,637.50	Legal fees
7/31/20	14791	Operating	AT & T	\$698.93	\$698.93	Office Internet
7/31/20	14791	Operating	AT & T	\$698.93	\$698.93	Internet

Payment date	Check number	Bank name	Payee name	Amount	Amount Allowed	Description
7/31/20	14791	Operating	AT & T	\$94.42	\$94.42	Plant phone service
7/31/20	14792	Operating	B&W Plumbing and Heating	\$153.90	\$153.90	LS R&M
7/31/20	14792	Operating	B&W Plumbing and Heating	\$1,487.83	\$1,487.83	Replace compressor in Ice Qube cabinet cooler
7/31/20	14792	Operating	B&W Plumbing and Heating	\$1,430.42	\$1,430.42	Lift station R & M
7/31/20	14792	Operating	B&W Plumbing and Heating	\$402.40	\$402.40	Control relay - Pfannenberger Unit
7/31/20	14793	Operating	Bio Chem, Inc.	\$4,138.03	\$4,138.03	Operating supplies
7/31/20	14794	Operating	Black Tie Courier	\$550.00	\$550.00	Courier service
7/31/20	14795	Operating	Blackline	\$9,424.88	\$9,424.88	CIP- Proj 1910 Admin office
7/31/20	14796	Operating	Carmel Utilities	\$614.26	\$614.26	Hydrant Usage
7/31/20	14797	Operating	Carmel Utilities	\$1,051.80	\$1,051.80	Reads
7/31/20	14797	Operating	Carmel Utilities	\$84,735.02	\$84,735.02	July flow to Carmel
7/31/20	14798	Operating	Carmel Utilities	\$13.85	\$13.85	LS 2 Water
7/31/20	14798	Operating	Carmel Utilities	\$28.17	\$28.17	LS 26 Water
7/31/20	14798	Operating	Carmel Utilities	\$41.50	\$41.50	Stormwater
7/31/20	14799	Operating	Cindy Sheeks	\$45.08	\$45.08	Notary stamp, B & F
7/31/20	14800	Operating	Clay Township Trustee	\$4,185.00	\$4,185.00	August rent
7/31/20	14801	Operating	Community Occupational Health Se	\$198.00	\$198.00	Drug Testing
7/31/20	14802	Operating	Current Publishing	\$290.32	\$290.32	CIP - Proj 2003 Neighborhood sewers
7/31/20	14803	Operating	Dell Marketing L.P.	\$60.19	\$60.19	Logitech C615 HD Webcam
7/31/20	14804	Operating	Doxim	\$3,804.71	\$3,804.71	Bill processing and mailing
7/31/20	14804	Operating	Doxim	\$5,205.16	\$5,205.16	Postage
7/31/20	14805	Operating	Eco Infrastructure Solutions, Inc.	\$3,142.87	\$3,142.87	Lateral Launch Camera Repair
7/31/20	14805	Operating	Eco Infrastructure Solutions, Inc.	\$298.94	\$298.94	Televising
7/31/20	14806	Operating	Fastenal Company	\$139.10	\$139.10	Safety Materials
7/31/20	14806	Operating	Fastenal Company	\$164.24	\$164.24	Plant R&M
7/31/20	14806	Operating	Fastenal Company	\$330.80	\$330.80	Plant R&M
7/31/20	14806	Operating	Fastenal Company	\$225.65	\$225.65	Lift Station R&M
7/31/20	14806	Operating	Fastenal Company	\$495.23	\$495.23	Plant R & M
7/31/20	14806	Operating	Fastenal Company	\$82.60	\$82.60	Plant R & M
7/31/20	14807	Operating	Gripp, Inc.	\$4,692.00	\$4,692.00	LS R&M & Plant R&M
7/31/20	14808	Operating	Huntington Insurance, Inc	\$50.00	\$50.00	Notary - Byrnes
7/31/20	14809	Operating	Hutch & Son, Inc	\$79.85	\$79.85	Alternating relay
7/31/20	14809	Operating	Hutch & Son, Inc	\$79.95	\$79.95	Lift station R & M
7/31/20	14810	Operating	IT Indianapolis	\$12,809.86	\$12,809.86	CIP-Admin Building Proj 1910
7/31/20	14810	Operating	IT Indianapolis	\$844.00	\$844.00	Office 365
7/31/20	14810	Operating	IT Indianapolis	\$2,606.66	\$2,606.66	Managed treat services
7/31/20	14810	Operating	IT Indianapolis	\$1,666.20	\$1,666.20	Business Continuity
7/31/20	14810	Operating	IT Indianapolis	\$4,824.10	\$4,824.10	Managed services - August
7/31/20	14810	Operating	IT Indianapolis	\$1,650.00	\$1,650.00	Trailer set up
7/31/20	14810	Operating	IT Indianapolis	\$475.00	\$475.00	July services
7/31/20	14811	Operating	IUPPS	\$2,506.10	\$2,506.10	Locates
7/31/20	14812	Operating	Liberty National	\$191.82	\$191.82	Payroll contributions
7/31/20	14813	Operating	Lionheart Critical Power Specialists	\$2,587.38	\$2,587.38	Lift Station R & M
7/31/20	14814	Operating	MacAllister Machinery	\$6,214.50	\$6,214.50	LS 1 Insurance - generator rental
7/31/20	14815	Operating	Maco Press	\$135.84	\$135.84	Envelopes
7/31/20	14816	Operating	Microbac Laboratories, Inc.	\$200.00	\$200.00	Sewer sampling
7/31/20	14817	Operating	Napa Auto Parts	\$9.98	\$9.98	Washer fluid
7/31/20	14818	Operating	NCL of Wisconsin, Inc.	\$765.38	\$765.38	Sewer sampling
7/31/20	14819	Operating	Office Depot	\$130.38	\$130.38	Office Supplies
7/31/20	14820	Operating	Pipehorn Locating Technology	\$1,458.00	\$1,458.00	Locator
7/31/20	14821	Operating	Praxair Distribution, Inc.	\$30.75	\$30.75	Plant R & M
7/31/20	14822	Operating	Quench USA, Inc.	\$99.00	\$99.00	Water cooler rental
7/31/20	14823	Operating	Safety Resources, Inc.	\$770.00	\$770.00	Safety Services April-June 2020
7/31/20	14824	Operating	Simplifile	\$4,920.00	\$4,920.00	Filing fees
7/31/20	14825	Operating	Taylor Oil Company, Inc.	\$1,088.23	\$1,088.23	Fuel purchases
7/31/20	14826	Operating	Utility Supply Company	\$448.00	\$448.00	Line maintenance
7/31/20	14827	Reserve for Replacement	Gripp, Inc.	\$42,064.00	\$42,064.00	CIP- Laserflow System and Flowlink 5.1 Software
7/31/20	14828	Reserve for Replacement	Strand Associates, Inc.	\$9,800.00	\$9,800.00	CIP-Proj 2004 LS 1 Emergency Generator
7/31/20	14829	Plant Expansion	GRW	\$3,705.00	\$3,705.00	CIP - Proj 1906 Plant Outfall, Bidding
7/31/20	14830	Interceptor	GRW	\$1,510.00	\$1,510.00	CIP-Proj 1901 LS 14 Const Admin
7/31/20	14830	Interceptor	GRW	\$10,000.00	\$10,000.00	CIP-Proj 2003 - Future sewers
7/31/20	14831	Interceptor	MS Consultants, Inc	\$3,000.00	\$3,000.00	CIP - Proj 1802 Haver Way
7/31/20	14832	Interceptor	TPI Utility Construction	\$164,685.60	\$164,685.60	CIP-Proj 1901 - LS 14 Elim Interceptor
7/31/20	100013	Huntington Bond Proceeds	Centier Bank	\$101,631.36	\$101,631.36	CIP- Proj 1902 Escrow deposit 103323074 from TriCo
7/31/20	100014	Huntington Bond Proceeds	GRW	\$12,800.00	\$12,800.00	CIP - Proj 1902 Plant Exp Bond Proceeds
7/31/20	100014	Huntington Bond Proceeds	GRW	\$21,848.00	\$21,848.00	CIP - Proj 1902 Plant Exp Bond Proceeds
7/31/20	100015	Huntington Bond Proceeds	Thieneman Construction, Inc.	\$914,682.25	\$914,682.25	CIP- Proj 1902 Plant Expansion
7/10/20	20200341	Operating	ADP	\$146.70	\$146.70	Workforce Now Payroll Solution Bundle
7/13/20	20200342	Operating	Empower Retirement (Hoosier STA	\$8,525.75	\$8,525.75	401a, 457b, Roth
7/13/20	20200343	Operating	ADP	\$59,812.63	\$59,812.63	Payroll PPE 7/10/20
7/15/20	20200344	Operating	PNC Bank	\$4,686.24	\$4,686.24	CC Expenses June 2020
7/17/20	20200345	Operating	IPL	\$50.07	\$50.07	LS 18
7/21/20	20200346	Operating	IPL	\$121.20	\$121.20	LS 3



## Docket Report Information

CIP-Proj 2004 LS 1 Emergency Generator	\$9,800.00
CIP - Proj 2003 Future Sewers	\$10,290.32
CIP - Proj 1910 Office Improvements	\$368,925.57
CIP - Proj 1802 Haver Way	\$3,000.00
CIP - 1902 Plant Expansion	\$1,050,961.61
CIP-Proj 1906 Outfall Final Design	\$3,705.00
CIP- Laserflow System and Flowlink 5.1 Software	\$42,064.00
CIP- Proj 1901 LS 14 Elimination	\$166,195.60
	<hr/>
	\$ 1,645,142.10

District Insurance	\$38,305.79
Carmel July Flow	\$84,735.02

Other Expenses	\$357,248.16
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**Total Claims    \$2,125,431.07**

Selected Statistics 2020	January	February	March	April	May	June	July	2020 Monthly Average	2020 YTD	2019 Total Through July
<b>Maintenance Information</b>										
Lateral Inspections	22	17	32	35	29	21	17	25	173	256
Certified I&I Inspections	32	34	20	14	17	77	79	39	273	373
Failed I&I Inspections	1	5	1	0	0	0	0	1	7	17
Sewer Locates	561	608	555	577	423	474	383	512	3,581	3,288
Manholes Added	0	12	0	5	3	15	-4	4	31	14
Total # of Manholes	5,886	5,898	5,898	5,903	5,906	5,921	5,917	N/A	5,898	5,862
Manholes Inspected	269	568	1,051	4	7	0	2	272	1,901	1,931
Feet of Sewer Added	0	4,324	0	1,019	831	4,954	-1,585	1,363	9,543	26,734
Total Footage of Sewers	1,671,814	1,676,138	1,675,879	1,676,898	1,677,729	1,682,683	1,681,098	N/A	1,675,879	1,657,881
Feet of Sewer Televised	23,972	16,128	50,319	2,145	41,262	33,246	10,042	25,302	177,114	135,453
Feet of Sewer Cleaned	2,999	0	716	1,911	0	2,175	525	1,189	8,326	2,789
Overflows	0	0	0	1	0	2	0	0	3	3
Feet of LPFM Cleaned	6,617	0	0	0	53,760	0	6,887	9,609	67,264	0
<b>Station 1 to Carmel Utilities</b>										
Rainfall/Precipitation (inches)	5.03	2.22	5.01	2.12	5.85	2.42	3.19	3.7	25.8	30.09
Total Flow (gallons)	72,650,726	63,405,245	71,958,853	51,036,963	52,742,038	46,077,825	46,988,281	57,837,133	404,859,931	459,769,733
Maximum Daily Flow (gallons)	3,594,037	4,551,181	4,238,402	2,259,300	3,189,681	1,817,363	1,900,602	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	1,515,751	1,900,783	13,305,480	14,939,852
Minimum Daily Flow (gallons)	1,801,105	1,732,672	1,753,183	1,305,588	1,231,340	1,336,026	1,305,919	N/A	1,231,340	1,150,531
<b>Michigan Road WWTP</b>										
Total Flow (gallons)	89,875,000	78,930,000	91,107,150	85,040,924	97,194,437	87,218,417	91,979,836	88,763,681	621,345,764	596,914,000
Maximum Daily Flow (gallons)	7,015,000	3,950,000	386,839	3,175,904	4,529,799	3,389,293	3,650,226	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	2,967,091	2,914,890	20,404,231	19,737,285
Minimum Daily Flow (gallons)	2,192,000	2,292,000	2,500,000	2,631,688	2,841,935	2,711,031	2,535,229	N/A	2,192,000	1,751,000
Total Flow to Both Plants	162,525,726	142,335,245	163,066,003	136,077,887	149,936,475	133,296,242	138,968,117	146,600,814	1,026,205,695	1,056,683,733
<b>Biosolids Handling (gallons)</b>										
Wasted (Biosolids)	1,825,900	1,417,900	1,457,700	1,603,800	1,359,400	1,330,200	1,501,400	1,499,471	10,496,300	13,543,000
Dewatered	435,000	707,000	912,000	612,000	558,000	516,000	624,000	623,429	4,364,000	4,869,000
Digested Sludge Withdrawn	1,376,000	787,000	826,000	761,000	652,000	673,000	749,000	832,000	5,824,000	4,910,770
<b>Customer Information</b>								<b>Billed Accts</b>	<b>15,904</b>	
New Sewer Service Accounts	32	18	18	18	33	24	18	23	161	209
Permits Issued	40	20	23	11	12	23	18	21	147	224





## BUDGET & FINANCE COMMITTEE

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Friday, July 24, 2020 at 7:30 a.m.  
Memorandum

Ms. Merrill called the meeting to order at 7:32 a.m.

Members Present: Committee Chair Jane Merrill, members Michael McDonald and Carl Mills. Others in attendance were Legal Counsel Anne Poindexter, Controller Cindy Sheeks, Engineering Manager Wes Merkle, and Pretreatment Coordinator Intern David Isenberg.

### **Public Comment**

There was no one present from the public.

### **Financial Statements**

Ms. Sheeks commented that commercial revenue did increase in June and YTD revenue was on track at 47.5%. YTD operating expenses were on target at 49.60%. Also, a \$2M CD matured at Fifth Third Bank and the funds were moved to the money market account at Merchants Bank of Indiana with a 1% return. Ms. Sheeks thanked Ms. Merrell with her assistance in getting the CD closed at Fifth Third.

Mr. Mills asked Mr. Merkle if there was a draw schedule available for the plant project. Mr. Merkle responded the plant project is expected to average \$1.6 million per month spent until February 2021, after which the spending will slow. Ms. Sheeks explained the funds are all liquid and available as needed.

The Committee also discussed the impact the lower commercial revenue this year will have going forward on operations. Mr. McDonald asked if a rate increase might be necessary. Ms. Sheeks commented that the capital projects will have a more significant impact on the budget than the lower commercial revenues. Mr. Mills would like to take a closer look at the budget in October/November when we dive deeper into next year's budget.

### **Investment Policy**

Ms. Merrell asked about the changes to the investment policy. Ms. Sheeks explained Indiana Code sets a four years expiration of investment policies. The new policy will expire on August 10, 2024 and has the updated names of the board members. Mr. Mills mentioned other public entities do this annually. Ms. Merrill inquired if TriCo has a calendar of annual tasks. Ms. Sheeks responded she will inquire. The committee recommended passing the policy as submitted but bring it back in January and have the policy adjusted to an annual activity.

## FOG Fees

Ms. Merrill began the discussion but asked David Isenberg to further explain the four recommended violation fees. Mr. Isenberg began with the Porkopolis fee. After some discussion, the committee recommended upholding the assessment of \$400 due to it being a second violation within 18 months.

There was more discussion about the Red Robin \$200 fee and a brief discussion about the correspondence received from Mahoney Environmental asking for a waiver of the fee as the trap was cleaned eight days after the violation. Mr. Mills and Mr. McDonald were in favor of waiving and Ms. Merrill was in favor of upholding the fee. The Committee decided to put the fee in abeyance for 18 months pending no further violations. If there is a subsequent violation within the 18-month time frame, both the 1<sup>st</sup> and 2<sup>nd</sup> fees will be assessed.

Mr. McDonald commented about the PFM Express fee being more concerning as it is an automotive business. Mr. Isenberg explained that the discharge is more harmful to the system coming from an automotive type of business. The Committee upheld the \$200 fee.

The Committee discussed the Hino Oishi violation and asked if they had been open during the shutdown. Since Hino was open for carryout, the normal clean out schedule should have been followed. The Committee upheld the \$200 fee.

Mr. Merkle updated the Committee regarding the new neighborhood sewer project. He noted bids may come in up to \$50,000 over budget because INDOT is requiring the new pipe under US421 to be encased. On the Plant project, the value engineering credit will be reduced by \$40,000 because of changes to clarifier equipment that were not fully explained to staff during the evaluation process are not acceptable.

Ms. Merrill adjourned the meeting 8:40 am.

Respectfully Submitted

*Cindy Sheeks*

Cindy Sheeks  
Controller



## Memorandum

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To: Board of Trustees

From: Cindy Sheeks, Controller

Date: August 3, 2020

Subject: Investment Policy Resolution

IC 5-13-9-5.7 (b) limits the duration of an investment policy to four years. The Budget and Finance Committee reviewed the Investment Policy Resolution at their July meeting and is recommending approval of the resolution. The new expiration date will August 10, 2024.

Recommended Action: Approve the Investment Policy Resolution

## RESOLUTION NO. 8-10-2020

A resolution replacing the Investment Policy of the Utility approved by the Board on May 11, 2015.

WHEREAS, I.C. 5-13-9 (the "Act") permits the fiscal officer of a political subdivision to invest or reinvest funds in accordance with an investment policy adopted by the fiscal body of the political subdivision; and

WHEREAS, the Board of Trustees (the "Board"), as the fiscal body of TriCo Regional Sewer Utility desires to adopt an investment policy in accordance with the Act, to confirm the designation of the Controller as the Fiscal Officer of the Utility and to take other actions set forth herein; and

WHEREAS, the Utility desires to take advantage of higher interest rates offered by authorized investments under the Act while assuring that public funds are available for their intended uses; and

WHEREAS, Section 5.7 of the Act authorizes the Board to approve the investment of public funds for periods in excess of two (2) years, but not longer than five (5) years, and the Board desires to grant such authority to the Controller as the Utility's fiscal and investing officer.

***Now, therefore, be it resolved by the Board of Trustees of the TriCo Regional Sewer Utility, Indiana:***

**Section 1.** Funds will be invested in a manner to conform to state statutes governing public funds investments, including the Act. The primary objectives in priority order are: safety of principal, liquidity to meet operating and capital cash requirements, and return on investment.

**Section 2.** The Controller is hereby authorized to invest up to twenty-five percent (25%) of the Utility's total portfolio for periods in excess of two (2) years but not more than five (5) years as provided under Section 5.7 of the Act.

**Section 3.** The Controller will recommend all investment amounts and maturity terms to the Utility Director prior to bidding. The Utility Director may adjust the investment and will approve the amount and terms prior to bidding.

**Section 4.** The Controller will solicit bids from financial institutions as required by state statutes governing public funds investments, including the Act. The Controller will review and record all investment bid offers and present the list to the Utility Director for approval of the winning bid. The winning bid will be selected as outlined in the Act.

**Section 5.** Authorized investments include all financial instruments approved in the Act with the exception of obligations related to the International Bank for Reconstruction and Development and the African Development Bank.

**Section 6.** This policy shall expire on August 10, 2024, four (4) years after it takes effect.

***PASSED AND ADOPTED*** by the Board of Trustees of the TriCo Regional Sewer Utility on the \_\_\_\_\_ day of \_\_\_\_\_, 2020

## BOARD OF TRUSTEES:

Approve

Oppose

Abstain

Carl S Mills President

Steve Pittman Vice President

Michael McDonald Secretary

Jane Merrill Treasurer

Eric Hand

Jeffrey Kimbell

Charles Ryerson

Barbara Lamb

Jeffrey Hill

Attest: \_\_\_\_\_

Andrew Williams  
Utility Director





## Memorandum

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To: Board of Trustees  
From: Cindy Sheeks, Controller  
Date: August 3, 2020  
Subject: FOG Fee – Red Robin

The B & F Committee recommended putting the \$200 FOG fee for Red Robin in abeyance for 18 months. If there is a subsequent violation within 18 months, both the \$200 fee for first offense and a \$400 second offense fee will be assessed. The Committee upheld the other recommended fees.

Recommended Action: Place the \$200 fee for Red Robin in abeyance for 18 months



## CAPITAL & CONSTRUCTION MEETING

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Monday, August 3, 2020 at 4:30 p.m.  
Memorandum

Mr. Hand called the meeting to order at 4:32 p.m.

### Roll Call

Members Present: Eric Hand and Jeff Hill. Others in attendance were Legal Counsel Anne Poindexter, Utility Director Andrew Williams, Engineering Manager Wes Merkle, Utility Engineer Ryan Hartman, and Administrative Assistant Maggie Crediford, Committee Chair Steve Pitman called into the meeting.

### Public Comment

There was no one present from the public.

### #2003 Construction Contract Award

Mr. Merkle said staff is waiting to hear if INDOT will allow HDPE casing instead of steel casing under Michigan Road. The award will be determined by which casing can be used. If steel casing is required, the lowest bidder is TPI Utility Construction in the amount of \$346,650. If HDPE casing can be used the lowest bidder is TSW Utility Solutions in the amount of \$334,102. Mr. Merkle said he is asking for a conditional award and when an answer is received from INDOT the bid award can proceed accordingly.

Mr. Pittman asked what HDPE means. Mr. Merkle said it stands for High Density Polyethylene pipe. Mr. Hill asked if there has been any initial feedback from INDOT regarding the type of carrier pipe they will allow under the road. Mr. Merkle said INDOT prefers steel casing but there are many instances where poly casing has been used. In this case it is a small three-inch diameter pipe. Mr. Hand asked if an update from INDOT will come before the next Board meeting. Mr. Merkle said hopefully yes and the additional information will be provided to the Board at that time. Mr. Hill said it appears the streets in the Timber Ridge neighborhood have recently been seal coated or paved. He asked if this project would have any impact on those new roads. Mr. Merkle said the project will be directionally drilled and should not affect the paved surfaces. Mr. Hill asked if the project is low pressure sewers. Mr. Merkle said it is.

Mr. Hill asked staff to walk the Committee through the bids and recommendations. Mr. Hartman said several contractors bid the project. There was a base bid which includes steel piping, and an alternate bid which includes HDPE casing. If steel piping is required, the lowest bidder is TPI Utility and if HDPE casing is allowable TSW Utility Solutions had the lowest bid. Each neighborhood was also bid individually, in the event the project was over budget, individual neighborhoods could be pulled out and completed later. Mr. Hill asked if staff has any issues using either contractor depending on the direction received from INDOT. Mr. Merkle said staff is comfortable with both contractors. Mr. Pittman asked

if he understood correctly that the low pressure force main will run along one side of the street and when customers want to connect to the system their contractors will have to bore under the street to connect. Mr. Merkle said that is correct. Mr. Pittman asked if the neighborhood streets are private or public. Mr. Hartman said he believes they are public streets.

The Committee will recommend the Board award the #2203 2020 Neighborhood Sewer Extension Contract Award to the lowest bidder. Either TPI Utility Construction if INDOT requires steel piping in the amount not to exceed \$346,650, or to TSW Utility Solutions if INDOT allows HDPE casing in an amount not to exceed \$334,102

### **Capital Project Updates**

**#1802 Haver Way Sewer Improvements-** A pre-construction meeting was held with the contractor and design engineer. Work is anticipated to begin on site in late August or September with completion due in Spring 2021.

**#1901 Lift Station 14 Parallel Force Main-** The contractor is currently working around Michigan Road and Willow Road; the project is approximately halfway complete. Completion for this project is projected for October 2020.

**#1902 TriCo WRRF Expansion-** Crews continued installing new RAS yard piping. Clarifier 7 walls are complete. Crews finished trough walls in Clarifier 9. The contractor completed a large concrete pour for the VLR floor slab which included 1,300 cubic yards of concrete; the value of that work completed in place was nearly \$ 1 million. Excavation and storm sewer work has begun around the pond.

**#1906 Eagle Creek Outfall Sewer Project-** Staff had a pre-construction meeting with the contractor and the design engineer. Work on site is expected to begin in late August or September and completion is expected in late 2020. The contractor has until Spring 2021 to complete the project but anticipates getting the work done before that deadline.

**#1910 Office Unification-** Alderson has done a good job moving the project forward. There have been multiple crews onsite at the same time almost every day working. Alderson's communication with staff has been very good. Change requests have slowed considerably. Remaining windows go up in the next week or so. The brick façade and roofing will be complete by the end of August. Mr. Merkle reminded committee members to reach out to him if they are interested in touring the site to see the progress.

**#2001 Little Eagle Creek Interceptor Extension-** Lennar, who is looking at developing land in the northwest corner of TriCo's service area in Zionsville, had been holding off on their plans pending the release of an economic development plan for the area surrounding the Indianapolis Executive Airport. The Town of Zionsville recently released a draft version of their plan, scheduling an open house for a few days later, only to cancel it due to the amount of public interest and concern.

Mr. Pittman asked if TriCo's plans in the area are on hold until Lennar receives approved zoning to move forward with development of that area. Mr. Merkle said TriCo's plan is to construct an interceptor extension project simultaneously with the development of the property so that sewers are not installed and then sit for years unused. Mr. Pittman said the Town also released a thirty-minute video about airport development which discussed having community input sessions or stakeholder meetings. Mr. Pittman said that he has been in contact with area landowners regarding development plans. Mr. Pittman said it is his belief that TriCo is in the best position to provide sewer service in that area. He is disappointed the Utility was not involved in any discussions with the Town of Zionsville regarding sewer service to this area. Mr. Hill asked if TriCo is considered a stakeholder in the planning discussions and has TriCo had any discussions with the Town regarding service, especially considering the proximity of existing sewers to that area. Mr. Merkle said TriCo has not been invited to participate in planning efforts with the Town. HSE Utilities currently holds the certificate of territorial authority in Union Township for the area TriCo does not serve, despite having no infrastructure in place. Staff has heard HSE and the Town have been talking to Citizens about taking it over. The video presentation posted online suggested sewers to the airport be extended from Citizens Westfield. The Town should speak with Clark Byrum about how Citizens handled sewer service requests to his property in Westfield.

**#2003 2020 Neighborhood Sewer Extensions-** If this project moves forward staff anticipates having sewers in place by the end of 2020. A few people came to TriCo's last Board meeting. Mr. Hartman said neighbors are supportive of the project; one gentleman voiced concerns about the use of low pressure sewers instead of gravity sewers due to the number and length of power outages they experience in Lakewood Gardens. The homeowner said it is not unusual for them to experience three-day power outages. Mr. Hand asked which electric utility services that area. Mr. Hartman said IPL. Mr. Hill asked if the Utility requires connection or if the service is optional. Mr. Merkle said property owners can connect when they need or want service, there is no forced connection by TriCo.

**Lift Station 1 Repairs-** Mr. Merkle said the new generator has been ordered. The generator is expected to take 16 weeks for the manufacturer to deliver. Most of the work will happen once the equipment is delivered and can be installed.

### **Other Business**

Mr. Hand said he has some questions regarding the Eagle Creek Outfall Sewer Expansion Project. Mr. Hand asked Mrs. Poindexter if the water discharged by the Utility could be repurposed for geothermal, power generation, or irrigation. Mrs. Poindexter said to discharge the water differently than TriCo does now, a different permit would be needed. TriCo can get a permit for the application of solids for agricultural purposes. Mrs. Poindexter would need to research if there is a permit available for water application. It could be a possibility, and if it is economically beneficial then the Utility might be able to use discharged water for the other purposes as well if there is someone nearby that would use it. Mr. Merkle added the outfall sewer itself is sized for wet weather capacity, which is a small percentage of overall flow throughout the year. Mr. Merkle said any of those

applications would be sized appropriately for daily use and flows and not peak weather flows.

Mr. Merkle said there was an initial value engineering change order on the plant project for over \$300,000. There was miscommunication with regards to a component of the proposed equipment for the clarifiers. It turned out this alternative was not well explained and unacceptable to plant staff. Once the submittals and details were provided it was obvious that the proposal needed to be revisited. Staff discussed with the equipment manufacturer, the local representative, Theineman and the design engineer. It was decided the best option for TriCo is to go back to what was originally bid. The component affected by the change order was \$40,000. It will be presented to the Board as a change order once it is processed. Mr. Merkle discussed ongoing challenges with Thieneman's supervisors on site and ongoing quality issues. Mr. Merkle said that he hopes these issues will improve. Mr. Pittman said it does not sound like there have been any major problems with the construction projects financially. Mr. Merkle agreed.

The meeting adjourned at 5:13 p.m.

Respectfully Submitted

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

Wes Merkle  
Engineering Manager





## MEMORANDUM

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**To: Board of Trustees**

**From: Wes Merkle**

**Date: August 5, 2020**

**Subject: #2003 2020 Neighborhood Sewer Extension Construction Contract Award**

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The following bids were received on July 29 for the subject project:

Base bid (includes a steel pipe casing across Michigan Road):

TPI Utility Construction	\$ 346,650
Miller Pipeline, LLC	\$ 354,838
Midwest Mole, Inc.	\$ 409,920
Clark Excavation and Utility	\$ 638,500
TSW Utility Solutions	\$ no bid

Alternative bid (includes a HDPE casing across Michigan Road):

TSW Utility Solutions	\$ 334,102
TPI Utility Construction	\$ 340,750
Midwest Mole, Inc.	\$ 404,610
Clark Excavation and Utility	\$ 634,960
Miller Pipeline, LLC	\$ no bid

The budget for neighborhood sewer extension projects was \$300,000 in 2020, \$300,000 in 2021, and \$200,000 in 2022. Staff included some additional money in the future for smaller projects extending sewers to estate lots as requests are received from individual homeowners. This year's project exceeds budget, as discussed earlier this year, because (1) neighborhoods were grouped together to extend service to unsewered neighborhoods in two years instead of three, and (2) INDOT required a pipe casing for the Timber Ridge sewer crossing under Michigan Road. While this year's project exceeds the \$300,000 budgeted in 2020, total sewer extension costs through 2022 are expected to be well below the \$800,000 budgeted through 2022.

The proposed project extends sewers to 106 properties in Woodhaven, Timber Ridge, Williams Creek Farms and remaining parts of Lakewood Gardens. All four neighborhoods have reported failed septic systems and there have been requests from homeowners for service.

When this year's project is complete, remaining unsewered neighborhoods in our service area include Lacoma Estates, Long Brook, Bridlewood, and Countrywood. Requests for service have been received in Long Brook, Bridlewood, and Countrywood. Staff

anticipates one final neighborhood sewer extension project in 2021 to extend service to these neighborhoods – 76 properties in total. Project cost is expected to be under \$300,000.

According to Hamilton County GIS, St. Vincent Hospital has acquired 9 out of 13 properties in Lacoma Estates in addition to property on either side Spring Mill Road, consistent with previously announced plans to develop a hospital. If homes in Lacoma Estates will eventually be demolished, and there are no requests for service, staff recommends leaving this neighborhood unsewered for now.

If the base bid is selected, TPI Utility Construction was the lowest responsive and responsible bidder. If the alternate bid is selected, TSW Utility Solutions was the lowest responsive and responsible bidder. The design engineer is waiting for INDOT to clarify if a HDPE pipe casing is allowed on this project.

Recommended Action: If INDOT allows a HDPE pipe casing, then award the #2003 2020 Neighborhood Sewer Extension construction contract to TSW Utility Solutions for \$334,102. If INDOT requires a steel pipe casing, then award the #2003 2020 Neighborhood Sewer Extension construction contract to TPI Utility Construction for \$346,650.