



## **TriCo Regional Sewer Utility**

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

**Monday, October 12, 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 September 14, 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. Cured in Place Pipe (CIPP) Patches Contract
    - ii. Carmel Clay Parks Easement Resolution
  - d. Office Construction Committee
- 8. Old Business**
- 9. New Business**
- 10. Adjourn**



## BOARD OF TRUSTEE MEETING

Monday September 14, 2020 6:00 p.m.

### Memorandum

Mr. Mills called the meeting to Order at 6:01 p.m.

#### **ROLL CALL**

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

Mr. Ryerson was absent.

#### **PUBLIC COMMENT**

There was no one present from the public.

#### **APPROVAL OF MEETING MEMORANDUM**

Ms. Merrill made a motion to approve the meeting memorandum from August 10, 2020. Mr. Pittman seconded the motion and it was approved unanimously.

#### **APPROVAL OF CLAIMS DOCKET**

Ms. Sheeks said most of the claims from this month are capital related. The Utility paid over \$1.75 million in August for the Plant Expansion project. Mr. McDonald made a motion to approve the claims docket. Ms. Merrill seconded the motion and it was approved unanimously.

#### **ATTORNEY'S REPORT**

Mr. Wyatt had nothing to report.

#### **UTILITY DIRECTOR'S REPORT**

Mr. Williams said the sale of TriCo's share of the Government Building closed on August 25, 2020. Staff should be in the new office within two months. The November Board meeting may be held at the new location.

Mr. Williams presented pictures of work being done on the office project. (see attached)

The Personnel and Benefits Committee has begun discussing a 2021 COLA. Questions they are considering are what indicator to reference for their discussion and what the Utility's health insurance cost increase will be. Mr. Williams believes Anthem will provide the renewal numbers by October 15, 2020.

The September Budget and Finance meeting will be September 25, 2020. Staff will be presenting the first drafts of the 2021 Operating and Capital Budgets for discussion.

The IWEA is holding a virtual conference this year. Staff was disappointed that they will not be competing in an Operator's Challenge. However, the virtual platform allows those attending the opportunity to view all the class sessions. In the past it was impossible to attend all the sessions

due to time overlaps. This year Staff members will be able to view any session needed for their continuing education hours for their licenses without leaving the office.

Ms. Merrill asked about the employee accident listed in the newsletter and asked why there was no impact to the lost time accident tracker. Mr. Williams said, while the employee sprained his ankle on the job and saw a doctor that day, he came into work the next day and worked at his desk, so the incident did not require the restart of the lost time accident tracker. This was confirmed with the Utility's insurance agent.

## **COMMITTEE REPORTS**

### **Personnel & Benefits Committee**

Ms. Lamb said the committee met but had no action items.

### **Budget & Finance Committee**

Ms. Merrill said the committee did not meet.

### **Capital & Construction Committee**

#### **Dedication**

Mr. Pittman made a motion to accept the dedication of the Indianapolis Rehabilitation Institute and John D. Perry Sanitary Sewers. Mr. Kimbell seconded the motion and it was approved unanimously.

#### **Lift Station 11 Pump Replacement**

Mr. Pittman made a motion to approve the purchase of replacement pumps from American Pump and Repair Service, Inc. for \$35,400. Ms. Merrill seconded the motion and it was approved unanimously.

Ms. Merrill thanked the committee and Mrs. Poindexter for the detailed discussion from the meeting memorandum explaining the reasoning behind not purchasing from the Utility's preferred pump provider.

#### **Lift Station 2 Odor Control Equipment**

Mr. Pittman made a motion to approve the purchase of a new odor control system from Birom Environmental in the amount of \$180,000. Mr. McDonald seconded the motion. Ms. Merrill said the odor at Lift Station 2 has been a continuous issue for the Utility and asked why it has been such a problem. Mr. Williams said the system at that location worked great when it was new. It has aged and the sewage content has changed, and it has become more expensive to maintain that equipment. The media needed to be replaced about twice a year, more often if there was a higher odor content, costing about \$8,000 for each replacement. In the last six months the odor has gotten increasingly worse. Mr. Williams discovered that a vent pipe which was supposed to have negative pressure was blowing air out instead of sucking it in to the wet well. Staff found that there was a slime buildup on an interior screen and have cleaned it. The hope is this will keep the smell down until the new equipment can be installed. The proposed replacement equipment is organic and eats the sewage odor through a natural process. The media does not need to be continuously replaced.

The motion was approved unanimously.

Mr. Williams said the Utility's one industrial customer is moving to Whitestown. He is hoping the Utility might be able to simplify its permitting process now that there will be no industrial customers.

#### **#1910 Office Landscaping**

Mr. Pittman made a motion to approve the #1910 Office Landscaping contract to All Seasons Landscape Management in the amount of \$62,905. Mr. Kimbell seconded the motion. Mr. Pittman asked Mr. Merkle how the scope of work was changed to get the proposed pricing. Mr. Merkle said

the number of plants were reduced, the amount of topsoil being brought to the site was reduced, and there was a communication error between the designer and the landscaper. The original quote included the construction of the retention pond which was included in the work Thieneman has done. The motion was approved unanimously.

### **Office Improvements Committee**

The committee did not meet.

### **Adjournment**

Mr. Kimbell made a motion to adjourn the meeting. Mr. McDonald seconded the motion and the meeting adjourned at 6:26 p.m.

The next Board of Trustees Meeting is scheduled for Monday, October 12, 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 10 October 2020

MONTHLY NEWSLETTER



## FINANCIAL UPDATE- CINDY SHEEKS

August 2020 - Total Revenue was \$1,228,235 which is \$519,060 above the projected revenue of \$709,175 due to the gain of \$515,005 on the sale of the administration building to Clay Township. Excluding the gain, total revenue was \$713,230 which is \$4,055 above projections. Residential sales were steady for a total of \$418,593 in August and 1.49% higher than budgeted. Residential sales figures continue to meet the annual projections. Commercial sales totaled \$255,489 which is 4.42% lower than budgeted but the highest monthly total this year. It increased \$28,608 in August over July. Commercial sales are at 60.28% of the budget YTD. Overall YTD Total Revenue is above to projections at 71.83% of budget. Target percentage would be 66.67%. Excluding the sale of the building, YTD revenue is 65.34% of projections.

Total operating expenses were \$449,975 in August which is 1.43% under the monthly budget of \$456,525 and 64.99% YTD. Wages and benefits spending totaled \$160,233 and were under budget by \$23,054 during the month and YTD 67.67% of budget. Administration spending was \$60,717 in August and under budget by \$2,670. YTD spending is 63.95% of budget. Treatment costs totaled \$160,061 which was over budget by \$12,211 and YTD spending is 65.84% of budget. Collection costs totaled \$68,964 in August which was \$6,964 over budget and YTD is 53.84% of budget. YTD operating expenses are 64.99% of budget.

Net income in August was \$673,314 after depreciation and amortization of CIAC and was over projections by \$524,232.

### Spending Breakdown in August:

Wages	35.61%
Administration	13.49%
Treatment Costs	35.57%
Collection Costs	15.33%

Cash generated for August shows an increase in operating, R4R, Plant Expansion and Interceptor funds by \$849,328. The bond fund expenses totaled \$2,805,974 in August for plant expansion. Other capital spending during the month included the administration office construction, plant outfall, Haver Way, and LS 14 elimination. Total capital spending in August was \$2,300,791. Cash on hand as of August 31, 2020 was \$26,666,493. The balances in the funds are listed below:

Operating	\$5,466,020
Interceptor	\$-2,513
Plant Expansion	\$4,665,653
Operating Reserve	\$519,252
Reserve for Replacement	\$515,106

2020 Bond Funds \$15,502,974 The Operating, Interceptor, Plant Expansion and Reserve for Replacement funds decreased \$979,080 since January 1, 2020.

### In This Issue

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### Calendar of Events

October 12	C&C Meeting	5:00 p.m.
October 12	Board Meeting	6:00 p.m.
October 23	B&F Meeting	7:30 a.m.
October 28	P&B Meeting	7:30 a.m.
November 2	C&C Meeting	4:30 p.m.

## ENGINEERING & CONSTRUCTION - WES MERKLE

These are very busy times in the Engineering Department! Staff completed 619 locates, 43 I&I inspections and 21 lateral inspections in September. There were no failed I&I inspections. A total of 2,587 locate requests were received and reviewed. Brandon worked in the lab one weekend and he continued to assist Nate with locates as time allows. Nate coordinated a change in locate ticket management service providers which is anticipated to start next month, and he continues to monitor multiple fiber optic cable projects throughout our service area. Eric observed construction of Appaloosa Crossing, Lift Station 14 (Austin Oaks), Outfall Sewer, and Neighborhood Sewer projects. He continued to follow up on punch list items for projects nearing completion as well as warranty repairs.

Jeff observed construction of a sewer extension project near Ritz Charles. He installed all five new flow meters with assistance from Joe (Collections). Jeff will observe the Haver Way project construction which should begin soon. Ryan continued to oversee multiple capital and private development projects and make regular site visits. Three more private development projects are expected to go to construction shortly. He continued driving College Avenue lateral repairs, Coxhall Park repairs, Crooked Stick inspection efforts. All of these efforts are expected to have a big impact on I&I reduction, which will be confirmed in the next heavy rain event. Wes oversaw the plant expansion and office projects under construction.

## PLANT EXPANSION AND OFFICE PROJECT UPDATES - WES MERKLE

On the plant project: Clarifier 7 concrete work is complete. Crews are hydrostatic testing Clarifiers 7 and 8 and the mixed liquor splitter. Backfilling began for Clarifier 9. Seven out of 14 VLR wall sections have been poured. New process equipment, valves, and electrical gear continues to be delivered to the site. A concrete foundation for the generator was completed. Crews excavated for the grit structure and additions to the influent splitter. The pretreatment building footings were not built per plan, which will require additional work and modifications by Thieneman. Over the next month crews will complete site work for the new office, continue construction of VLR walls, finish all three clarifiers and the mixed liquor splitter, begin construction of the new RAS-WAS building and scum pump station, and continue with the grit structure and influent splitter modifications. Crews continue to plan for bypassing all flows around the influent splitter, which will be a major undertaking and coordination with plant staff.

On the office project: multiple crews are completing numerous tasks as this project quickly approaches the finish line: painting, flooring, polished concrete, cabinets, countertops, plumbing fixtures, reception desk millwork, lighting, HVAC systems, fire and security alarms, exterior metal trim, caulking, exterior concrete, and exterior windows and doors. The new power feed, electric panels and transformers for the building are now in service. Interior windows and doors, patio pavers and a variety of interior finish work remains. Alderson continues to aim for completion by the end of October. Thieneman installed new concrete curb, sidewalks, and storm sewers. The parking and drive areas will be paved shortly. Their site work will be complete mid-October. The landscaping contractor



New Conference/Training Room

will be on site the second half of October. Our IT vendor continued installing data lines in the new office space. Staff continues to work on a replacement HVAC system in the lab, security cameras, moving, and a long list of other services. Furnishings, blinds, and A/V equipment will



## TREATMENT – SCOT WATKINS

The WRRF staff assisted Alderson's electrical sub, Gaylor, by powering the lab while the main breaker was installed. The tension springs on the Biosolids conveyer were replaced after an inspection. During the plant pump inspections, the Collections department found that the roll pin on the valve stem of the scum station had backed out. They performed a confined space entry and made the repair. An old valve on the Orbal return structure has been found to be damaged and not operating correctly. Staff has created a "work-around" and the valve is scheduled to be inspected and repaired or replaced.

One hundred and seven pump outs had been logged and accounted for over 34,000 gallons of FOG being prevented from entering the system this month.

The laboratory performed 434 CBOD5 tests, 247 Total Suspended Solids tests, 149 Phosphorus & Ammonia tests and 52 e. Coli tests. Monthly Method Detection Limit studies were completed on TSS, Phosphorus and Ammonia. Bob attended the IWEA Board meeting and the Core Conference meeting. The lab had new paint, floors, LED lighting and ceiling tiles installed this past month.



Left– Lab Updates



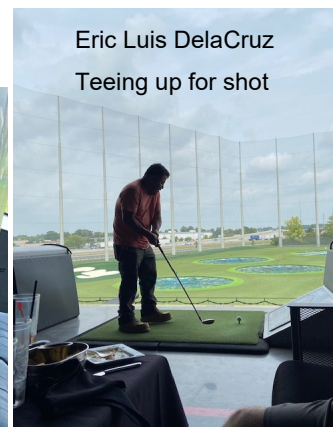
Right- Employee Breakroom Taking shape

## EMPLOYEE NEWS

The Utility held its Employee Appreciation lunch in September at Top Golf in Fishers. Employees were treated to a fun time of golf and a catered lunch. The weather was great and a nice time was had by all.



TriCo staff enjoying the food and games



Eric Luis Delacruz  
Teeing up for shot

**SAFETY UPDATE - LOREN PRANGE**

No injuries reported this month and we are at 3830 days without a loss time accident.

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

WRRF staff along with the Engineering staff completed confined space training. Training was provided by Safety Resources.

Preventive maintenance was completed on two of the three air monitors. The air monitors received new sensors and was bump checked for accuracy. WRRF staff calibrate each air monitor before use and document that it passed before taken into field. If the monitor fails it will be taken out of service until repaired.

WRRF staff inspected safety harnesses and lanyards. Two harness and a lanyard are at the recommended replacement age and show some stressed areas. We ordered new equipment and are waiting for delivery.

**COLLECTIONS – AARON STRONG**

Collections staff televised 11,500 feet of sewer in the month of September bring our yearly total to over 233,000 feet. Manny, Rick, and Daniel televised the Spring Mill Road interceptor project totaling 2,900 feet in preparation for the warranty to expire with no issues found. ARV inspection and preventative maintenance continues with 90% of the ARV's inspected throughout the Utility, work is expected to be completed in the second week of October.

Structured Solutions sealed 14 leaking manhole boots and raised low manholes in roadways with most of the work taking place in the Year 2 Cleaning and Inspection cycle. The Mr. Manhole work took place in the southbound lanes of Towne Road from Lift Station #25 south to 116<sup>th</sup> Street. This area has high I&I and has been targeted by means of flow monitoring.

Pump 3 at Lift Station #1 is currently being overhauled by Xylem Water Solutions. The pump will get new seals and wear rings before being returned to service. The seal failure was identified during yearly pump inspections in late August. Flows from LS # 23 have been diverted to TriCo's plant to reduce the burden on Lift Station #1 until the pump and new pad mounted generator are installed resulting in lower total flows to Carmel's WWTP.

Matt and Joe assisted Engineering by televising and smoke testing laterals in a targeted I&I area north of manhole SR-22 adjacent to Crooked Stick Golf Course. Preliminary results reviled broken cleanout caps; further in-depth CCTV push camera inspection will be performed at the golf course clubhouse in October. The fountain at Cox Hall Park was further investigated and CCTV inspected, video and recommendations were forwarded to Engineering staff.

**Birthday**

Scot Watkins	October 2
Shelly Keefe	October 14
Nathan Crowder	October 25

**Anniversary**

Nathan Crowder	October 10	4 Years of Service
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TriCo Regional Sewer Utility						
Register of Claims						
For the period 9/10/2020 - 10/07/2020						
Payment date	Check number	Bank name	Payee name	Amount	Amount Allowed	Description
9/11/20	14950	Operating	Pipehorn Locating Technology	\$1,458.00	\$1,458.00	Locator
9/11/20	14951	Operating	Barbara Lamb	\$50.00	\$50.00	P & B Meeting
9/11/20	14952	Operating	Joe Hood	\$28.75	\$28.75	Mileage
9/21/20	14953	Plant Expansion	AT & T CWO	\$7,518.49	\$7,518.49	CIP - Proj 1902 Relocate Pedestal
9/21/20	14954	Operating	AFLAC	\$429.40	\$429.40	Deferred Liability
9/21/20	14955	Operating	AT&T Mobility	\$55.49	\$55.49	Trimble 01 & Trimble 02
9/21/20	14956	Operating	Community Occupational Health Se	\$99.00	\$99.00	Drug Screening
9/21/20	14957	Operating	Carmel Utilities	\$13.85	\$13.85	LS 1 Water
9/21/20	14957	Operating	Carmel Utilities	\$13.85	\$13.85	LS 2 Water
9/21/20	14957	Operating	Carmel Utilities	\$28.17	\$28.17	LS 26 Water
9/22/20	14958	Operating	Andrew Williams	\$61.63	\$61.63	Covid relief
9/22/20	14959	Operating	Brandon Woolf	\$21.25	\$21.25	Covid relief
9/22/20	14960	Operating	Cindy Ferrulli	\$61.63	\$61.63	Covid relief
9/22/20	14961	Operating	Cody Cain	\$21.25	\$21.25	Covid relief
9/22/20	14962	Operating	Colleen Byrnes	\$38.26	\$38.26	Covid relief
9/22/20	14963	Operating	Emmanuel Sanchez	\$38.26	\$38.26	Covid relief
9/22/20	14964	Operating	Eric Luis Delacruz	\$61.63	\$61.63	Covid relief
9/22/20	14965	Operating	Jeffrey Martin	\$61.63	\$61.63	Covid relief
9/22/20	14966	Operating	Joe Hood	\$61.63	\$61.63	Covid relief
9/22/20	14967	Operating	Kelly Ryan	\$44.61	\$44.61	Covid relief
9/22/20	14968	Operating	Lawrence Prange	\$61.63	\$61.63	Covid relief
9/22/20	14969	Operating	Matt Starr	\$61.63	\$61.63	Covid relief
9/22/20	14970	Operating	Nathan Crowder	\$61.63	\$61.63	Covid relief
9/22/20	14971	Operating	Rick Hoole	\$38.26	\$38.26	Covid relief
9/22/20	14972	Operating	Robert Roudebush	\$38.26	\$38.26	Covid relief
9/22/20	14973	Operating	Ryan Hartman	\$61.63	\$61.63	Covid relief
9/22/20	14974	Operating	Shaun Odom	\$61.63	\$61.63	Covid relief
9/22/20	14975	Operating	Shelly Keefe	\$61.63	\$61.63	Covid relief
9/22/20	14976	Operating	Shelly Keefe	\$104.82	\$104.82	Reimbursement
9/22/20	14977	Operating	Wes Merkle	\$61.63	\$61.63	Covid relief
9/22/20	14981	Operating	Russell Wilcox	\$77.01	\$77.01	Refund - 11130 Echo Crest
9/22/20	14982	Operating	Mable Development LLC	\$45.33	\$45.33	Refund - 10711 & 10715 Broadway
9/23/20	14984	Reserve for Repla	Bobcat of Indy	\$55,757.53	\$55,757.53	CIP-Skid Steerer/Combo
9/24/20	14985	Operating	Carl S. Mills	\$100.00	\$100.00	Addl August board fees
9/24/20	14986	Operating	Quick Lane	\$58.56	\$58.56	2016 Ford F-150
9/24/20	14986	Operating	Quick Lane	\$58.51	\$58.51	2014 Chevy Impala
9/24/20	14986	Operating	Quick Lane	\$70.13	\$70.13	2018 Ford Escape
9/24/20	14986	Operating	Quick Lane	\$58.56	\$58.56	2017 Ford F-150
9/24/20	14986	Operating	Quick Lane	\$344.00	\$344.00	2013 Ford F-150
9/25/20	14987	Operating	Cindy Sheeks	\$21.20	\$21.20	B & F meeting
9/25/20	14988	Operating	Shelly Keefe	\$83.98	\$83.98	Amazon order reimbursment
9/28/20	14989	Operating	Rick Hoole	\$28.75	\$28.75	Mileage
9/30/20	14990	Operating	Gary of Suzanne Fammartino	\$33.51	\$33.51	Refund-4213 W 131st Street
9/30/20	14991	Operating	Carey A Wray	\$24.03	\$24.03	Refund-10227 Tammer Dr
9/30/20	14992	Operating	Candace R May or Hrair Nazarain	\$36.02	\$36.02	Refund - 10145 N Central Ave
9/30/20	14993	Operating	Ron or Carol Schleif	\$16.31	\$16.31	Refund-10514 Hyde Park
9/30/20	14994	Operating	Sharon L Stokes	\$26.61	\$26.61	Refund-10784 Corner Stone Ct
9/30/20	14995	Operating	Vince or Lisa Claps	\$22.69	\$22.69	Refund-12568 Penbrooke Circle
9/30/20	14996	Operating	Libby G Padgett	\$38.62	\$38.62	Refund-12864 Sheffield Blvd
9/30/20	14997	Operating	Robert L Oylor	\$25.41	\$25.41	Refund-13630 Singletree Ct
9/30/20	14998	Operating	Joseph M or Jenn Matura	\$43.48	\$43.48	Refund-1875 Winesap
9/30/20	14999	Operating	Steven W Krohne	\$29.69	\$29.69	Refund-11730 Bennettwood Place
9/30/20	15000	Operating	Kai Xiao or Yi Cao	\$95.00	\$95.00	Refund-14353 Chariots Whisper
9/30/20	15001	Operating	Elaine Shaw	\$23.75	\$23.75	Refund-13980 Brookstone Dr
9/30/20	15002	Operating	Michele Brown	\$17.43	\$17.43	Refund-497 Bolderwood
9/30/20	15003	Operating	Ryan M or Kara H Tomalia	\$31.18	\$31.18	Refund-13808 Ambleswind Place
9/30/20	15004	Operating	Amy L Cruse	\$38.83	\$38.83	Refund-3385 Kilkenny Circle
9/30/20	15005	Operating	Gail or Glenn Pennycook	\$26.20	\$26.20	Refund-13360 Olivewood
9/30/20	15006	Operating	Debbie Garcia	\$30.53	\$30.53	Refund-12819 Petronia Ct
9/30/20	15007	Operating	Keith or Jean Hughes	\$16.31	\$16.31	Refund-2986 Stone Creek Dr
9/30/20	15008	Operating	Kevvon Burdette	\$30.00	\$30.00	Refund-14280 Murphy Circle W
9/30/20	15009	Operating	Jacob Moelk	\$26.39	\$26.39	Refund-12785 Devon Lane
9/30/20	15010	Operating	David or Cheryl Cassis	\$41.86	\$41.86	Refund-2017 Burning Tree Lane
9/30/20	15011	Operating	Vincent or Chemen Neal	\$67.38	\$67.38	Refund-13362 Winter King Ct
9/30/20	15012	Operating	Tim Koger	\$31.47	\$31.47	Refund-11628 Willow Springs Dr
9/30/20	15013	Operating	Steven Paschall	\$48.10	\$48.10	Refund-4521 Cool Springs St
9/30/20	15014	Operating	Laura Schmidt	\$22.60	\$22.60	Refund-12951 Grenville
9/30/20	15015	Operating	Dan or Heather Towriss	\$33.18	\$33.18	Refund-11541 Willow Springs Dr
9/30/20	15016	Operating	Grant Jenkins	\$42.39	\$42.39	Refund-1363 Clay Springs Dr
9/30/20	15017	Operating	Aaron Welch	\$24.32	\$24.32	Refund-4201 Liston Dr
9/30/20	15018	Operating	Waypoint LLC	\$27.75	\$27.75	Refund-12823 Bird Cage Walk
9/30/20	15019	Operating	Charla Katz	\$45.48	\$45.48	Refund-10488 Bishop Circle
9/30/20	15020	Operating	Richard or Lynn Geary	\$16.28	\$16.28	Refund-3659 Dolan Way
9/30/20	15021	Operating	John Wareham	\$29.46	\$29.46	Refund-12810 Ashworth
9/30/20	15022	Operating	Nickolas Souers	\$20.03	\$20.03	Refund-11408 Central Dr W
9/30/20	15024	Operating	David Henry or Shannon McInnis	\$30.48	\$30.48	Refund-2594 Congress St
9/30/20	15025	Operating	William or Ileana Monts De Oca	\$34.09	\$34.09	Refund-1584 Charity Chase
9/30/20	15026	Operating	Kathleen or Miranda Prizio	\$40.91	\$40.91	Refund-1760 Albanian
9/30/20	15027	Operating	Godwin Ogbeide	\$24.32	\$24.32	Refund-1560 Charity Chase
9/30/20	15028	Operating	Jason Patrick Hubbard	\$33.51	\$33.51	Refund-9611 Kittrell
9/30/20	15029	Operating	Rachel Goldman	\$28.53	\$28.53	Refund-11137 Blackstone Ct
9/30/20	15030	Operating	Christopher Rodriguez	\$27.75	\$27.75	Refund-11836 Harvard Lane
9/30/20	15031	Operating	Gary Bierberich or Becky Rogers	\$34.12	\$34.12	Refund-11408 Ruckle St
9/30/20	15032	Operating	Aaron Strong	\$30.00	\$30.00	Monthly cell phone
9/30/20	15033	Operating	Brandon Woolf	\$30.00	\$30.00	Cell phone reimbursement
9/30/20	15034	Operating	Eric Luis Delacruz	\$30.00	\$30.00	Cell phone - Sept
9/30/20	15035	Operating	Jeffrey Martin	\$30.00	\$30.00	Monthly cell phone bill
9/30/20	15036	Operating	Nathan Crowder	\$30.00	\$30.00	Monthly cell phone
9/30/20	15037	Operating	Barbara Lamb	\$100.00	\$100.00	Board meeting fees

Payment date	Check number	Bank name	Payee name	Amount	Amount Allowed	Description
9/30/20	15038	Operating	Carl S. Mills	\$300.00	\$300.00	Board member fees
9/30/20	15039	Operating	Eric Hand	\$100.00	\$100.00	Board meeting fees
9/30/20	15040	Operating	Jane B. Merrill	\$200.00	\$200.00	Board member fees
9/30/20	15041	Operating	Jeff Hill	\$100.00	\$100.00	Monthly per diem
9/30/20	15042	Operating	Jeffrey Kimbell	\$100.00	\$100.00	Board meeting fees
9/30/20	15043	Operating	Michael A. McDonald	\$200.00	\$200.00	Board member fees
9/30/20	15044	Operating	Steve Pittman	\$200.00	\$200.00	Board Member Fees
9/30/20	15045	Operating	ACE Technologies, LLC	\$1,622.50	\$1,622.50	Collections Support
9/30/20	15045	Operating	ACE Technologies, LLC	\$15,686.27	\$15,686.27	Plant Support
9/30/20	15046	Operating	Alderson Commercial Group, Inc	\$264,990.14	\$264,990.14	CIP -Proj 1910 Admin building
9/30/20	15047	Operating	Alfa Laval, Inc	\$4,255.04	\$4,255.04	Plant R&M
9/30/20	15048	Operating	AT & T	\$698.93	\$698.93	Office Internet Service
9/30/20	15048	Operating	AT & T	\$698.93	\$698.93	Plant Internet
9/30/20	15048	Operating	AT & T	\$92.42	\$92.42	Plant Phone
9/30/20	15049	Operating	B&W Plumbing and Heating	\$228.15	\$228.15	LS R&M
9/30/20	15049	Operating	B&W Plumbing and Heating	\$2,447.00	\$2,447.00	Pt Plant R&M, Pt LS R&M
9/30/20	15050	Operating	Biomonitor	\$2,200.00	\$2,200.00	Sewer Sampling
9/30/20	15051	Operating	BL Anderson Company, Inc.	\$1,099.45	\$1,099.45	Pumphead & Air Filter
9/30/20	15052	Operating	Bobcat of Indy	\$959.99	\$959.99	Equipment Repair
9/30/20	15053	Operating	Carmel Utilities	\$1,374.75	\$1,374.75	Hydrant Usage
9/30/20	15054	Operating	Cerlic Environmental Controls, Inc.	\$850.00	\$850.00	Sewer Sampling
9/30/20	15055	Operating	Dell Marketing L.P.	\$2,449.05	\$2,449.05	Computer Expense
9/30/20	15056	Operating	EcoVerde, LLC	\$860.00	\$860.00	COC-Polishing Media
9/30/20	15057	Operating	Environmental Resource Associate	\$474.02	\$474.02	Line Maintenance
9/30/20	15058	Operating	Henry P. Thompson Company	\$74.36	\$74.36	Plant R&M
9/30/20	15059	Operating	Indiana Chamber of Commerce	\$520.00	\$520.00	Membership Renewal 11/01/20-10/31/21
9/30/20	15060	Operating	IT Indianapolis	\$4,253.52	\$4,253.52	CIP-Admin Building Proj 1910
9/30/20	15061	Operating	IUPPS	\$2,313.25	\$2,313.25	Locates
9/30/20	15062	Operating	Kinetrex Energy	\$40.77	\$40.77	Natural Gas-Plant
9/30/20	15063	Operating	Liberty National	\$127.88	\$127.88	Payroll deductions
9/30/20	15064	Operating	Lowe's Business Account	\$2.06	\$2.06	Operating Supplies-Collections
9/30/20	15065	Operating	MacAllister Machinery	\$5,669.55	\$5,669.55	LS 1 Tree Damage & Generator Rental
9/30/20	15066	Operating	Maco Press	\$155.84	\$155.84	#10 Envelopes
9/30/20	15067	Operating	Microbac Laboratories, Inc.	\$220.00	\$220.00	Sewer Sampling
9/30/20	15068	Operating	Office Depot	\$87.60	\$87.60	Office Expense
9/30/20	15069	Operating	Office Keepers	\$375.00	\$375.00	Plant Office Cleaning-Sept 2020
9/30/20	15070	Operating	Purafil, Inc	\$6,624.11	\$6,624.11	Operating Supplies Collections
9/30/20	15071	Operating	Quality Repair Service Inc.	\$175.50	\$175.50	Dielectric Oil
9/30/20	15072	Operating	Quench USA, Inc.	\$33.99	\$33.99	Water dispenser rental
9/30/20	15073	Operating	Runyon Equipment Rental	\$404.99	\$404.99	Plant R&M
9/30/20	15074	Operating	Shred Monkey	\$40.00	\$40.00	Shredding
9/30/20	15075	Operating	T&T Sales and Promotions	\$2,374.00	\$2,374.00	Clothing
9/30/20	15076	Operating	Taylor Oil Company, Inc.	\$12.75	\$12.75	Fuel
9/30/20	15077	Operating	Utility Supply Company	\$408.21	\$408.21	Plant R&M
9/30/20	15077	Operating	Utility Supply Company	\$141.44	\$141.44	Plant R&M
9/30/20	15077	Operating	Utility Supply Company	\$833.53	\$833.53	Manhole cleaning
9/30/20	15078	Operating	Weihe Engineers Inc.	\$5,367.00	\$5,367.00	W190411 Crossfields Easements
9/30/20	15079	Operating	Xylem Water Solutions USA Inc	\$6,923.08	\$6,923.08	Lift Station Pump Inspections
9/30/20	15080	Plant Expansion	Clark Excavation & Utility	\$150,347.06	\$150,347.06	CIP - Proj 1906 Plant Outfall
9/30/20	15081	Plant Expansion	GRW	\$2,735.01	\$2,735.01	CIP-Plant Exp Proj 1906 Outfall Const Admin
9/30/20	15082	Reserve for Repla	Alfa Laval, Inc	\$13,733.83	\$13,733.83	CIP-R4R Plant - Roller Assembly
9/30/20	15083	Reserve for Repla	Strand Associates, Inc.	\$1,649.81	\$1,649.81	Emergency back up well facility - R4R
9/30/20	15084	Interceptor	GRW	\$1,120.00	\$1,120.00	CIP-Proj 2003 Future Sewers-Bidding
9/30/20	15084	Interceptor	GRW	\$655.00	\$655.00	CIP-Proj 1901 LS 14 Const Admin
9/30/20	15085	Interceptor	MS Consultants, Inc	\$1,690.92	\$1,690.92	CIP - Proj 1802 Haver Way
9/30/20	15087	Reserve for Repla	GRW	\$3,332.50	\$3,332.50	CIP-Proj 1911 LS 11 Improvements-R4R
10/6/20	15088	Operating	Marki Jared	\$26.81	\$26.81	Refund-217 Vali Ct
10/7/20	15089	Operating	Adobe Systems Incorporated	\$177.54	\$177.54	DC License
10/7/20	15090	Operating	Altman, Poindexter & Wyatt, LLC	\$1,470.00	\$1,470.00	Legal fees
10/7/20	15091	Operating	BL Anderson Company, Inc.	\$112.46	\$112.46	Profiled sealing ring
10/7/20	15092	Operating	Carmel Utilities	\$1,041.00	\$1,041.00	September reads
10/7/20	15092	Operating	Carmel Utilities	\$81,554.25	\$81,554.25	Sept 2020 flow
10/7/20	15093	Operating	Carmel Utilities	\$41.50	\$41.50	Stormwater fees
10/7/20	15094	Operating	Clay Township Trustee	\$4,185.00	\$4,185.00	Monthly rent
10/7/20	15095	Operating	Doxim	\$5,233.37	\$5,233.37	Postage
10/7/20	15095	Operating	Doxim	\$3,822.78	\$3,822.78	Billing Services
10/7/20	15096	Operating	Eco Infrastructure Solutions, Inc.	\$3,211.86	\$3,211.86	Equipment repairs
10/7/20	15098	Operating	Fastenal Company	\$224.94	\$224.94	Plant R & M
10/7/20	15099	Operating	Grainger	\$361.52	\$361.52	Sensor
10/7/20	15099	Operating	Grainger	\$155.00	\$155.00	Plant R & M
10/7/20	15099	Operating	Grainger	\$147.37	\$147.37	Plant R & M
10/7/20	15100	Operating	IT Indianapolis	\$4,824.10	\$4,824.10	Agreement for Managed Services
10/7/20	15100	Operating	IT Indianapolis	\$2,606.66	\$2,606.66	Managed Threat Response
10/7/20	15100	Operating	IT Indianapolis	\$1,865.20	\$1,865.20	Agreement Business Continuity
10/7/20	15100	Operating	IT Indianapolis	\$844.00	\$844.00	Office 365
10/7/20	15101	Operating	Merrell Brothers, Inc.	\$10,727.40	\$10,727.40	Biosolid disposal
10/7/20	15102	Operating	Napa Auto Parts	\$4.99	\$4.99	Vehicle repairs
10/7/20	15103	Operating	North Central Laboratories	\$513.33	\$513.33	Lab supplies
10/7/20	15104	Operating	Office Depot	\$804.77	\$804.77	Chair mats
10/7/20	15104	Operating	Office Depot	\$360.00	\$360.00	Varidesk mats
10/7/20	15105	Operating	Office Keepers	\$375.00	\$375.00	October cleaning
10/7/20	15106	Operating	Republic Services #761	\$481.70	\$481.70	October trash pickup
10/7/20	15107	Operating	Serpentix Conveyor Corp	\$598.21	\$598.21	Plant R & M
10/7/20	15108	Operating	Shred Monkey	\$40.00	\$40.00	Shredding
10/7/20	15109	Operating	Simplifile	\$120.00	\$120.00	Filing fees
10/7/20	15110	Operating	Straeffler Pump & Supply, Inc.	\$818.80	\$818.80	Clamp
10/7/20	15111	Operating	Structured Solutions, LLC	\$3,100.00	\$3,100.00	Manhole R & M
10/7/20	15111	Operating	Structured Solutions, LLC	\$12,640.00	\$12,640.00	Manhole R & M
10/7/20	15112	Operating	Taylor Oil Company, Inc.	\$1,283.53	\$1,283.53	Fuel
10/7/20	15112	Operating	Taylor Oil Company, Inc.	\$730.62	\$730.62	Oil
10/7/20	15114	Operating	Vasey Commercial Heating & AC, I	\$921.00	\$921.00	Plant R & M
10/7/20	15115	Operating	Environmental Resource Associate	\$601.81	\$601.81	Sewer sampling
10/7/20	15116	Interceptor	TSW Utility Solutions, Inc	\$73,057.23	\$73,057.23	CIP -Proj 2003 Neighborhood sewers
10/7/20	15117	Operating	Bio Chem, Inc.	\$3,799.48	\$3,799.48	Operating supplies

Payment date	Check number	Bank name	Payee name	Amount	Amount Allowed	Description
10/7/20	15117	Operating	Bio Chem, Inc.	\$4,138.03	\$4,138.03	Biosolid disposal
10/7/20	15118	Operating	Black Tie Courier	\$525.00	\$525.00	Courier service
10/7/20	100019	Huntington Bond F	Center Bank	\$168,894.34	\$168,894.34	Escrow deposit to account 103323074
10/7/20	100020	Huntington Bond F	GRW	\$15,534.63	\$15,534.63	CIP-Proj 1902 Plant Exp
10/7/20	100020	Huntington Bond F	GRW	\$12,760.00	\$12,760.00	CIP-Proj 1902 Plant Exp
10/7/20	100021	Huntington Bond F	Thieneman Construction, Inc.	\$1,520,049.06	\$1,520,049.06	CIP-Proj 1902 Plant Expansion
9/18/20	20200441	Operating	ADP	\$141.72	\$141.72	Workforce Now Bundle
9/21/20	20200442	Operating	ADP	\$59,705.29	\$59,705.29	PPE 09/18/20
9/21/20	20200443	Operating	Empower Retirement (Hoosier STA	\$8,470.49	\$8,470.49	Roth, 401a, 457b
9/21/20	20200444	Operating	Vectren Energy Delivery	\$46.00	\$46.00	LS 2 Gas
9/21/20	20200445	Operating	Vectren Energy Delivery	\$17.00	\$17.00	LS 10 Gas
9/21/20	20200446	Operating	Vectren Energy Delivery	\$78.55	\$78.55	Plant Gas
9/25/20	20200447	Operating	IPL	\$5,538.65	\$5,538.65	LS 2
9/21/20	20200448	Operating	IPL	\$102.24	\$102.24	LS 3
9/21/20	20200449	Operating	IPL	\$412.49	\$412.49	LS 8
9/21/20	20200450	Operating	IPL	\$290.51	\$290.51	LS 9
9/21/20	20200451	Operating	IPL	\$676.69	\$676.69	LS 10
9/21/20	20200452	Operating	IPL	\$84.50	\$84.50	LS 12
9/18/20	20200453	Operating	IPL	\$49.79	\$49.79	LS 18
9/21/20	20200454	Operating	IPL	\$70.27	\$70.27	LS 20
9/21/20	20200455	Operating	IPL	\$45.24	\$45.24	LS 22
9/22/20	20200456	Operating	IPL	\$78.09	\$78.09	LS 24
9/21/20	20200457	Operating	IPL	\$50.08	\$50.08	LS 25
9/21/20	20200458	Operating	IPL	\$54.33	\$54.33	LS VV
9/21/20	20200459	Operating	ADP	\$139.40	\$139.40	Payroll and Time and Attendance
9/30/20	20200460	Operating	Duke Energy	\$1,448.61	\$1,448.61	LS 1
9/30/20	20200461	Operating	Duke Energy	\$141.06	\$141.06	LS 5
9/30/20	20200462	Operating	Duke Energy	\$54.39	\$54.39	LS 6
9/30/20	20200463	Operating	Duke Energy	\$211.64	\$211.64	LS 11
9/30/20	20200464	Operating	Duke Energy	\$1,034.58	\$1,034.58	LS 14
9/30/20	20200465	Operating	Duke Energy	\$271.15	\$271.15	LS 16
9/30/20	20200466	Operating	Duke Energy	\$1,097.91	\$1,097.91	LS 17
9/30/20	20200467	Operating	Duke Energy	\$211.08	\$211.08	LS 19
9/30/20	20200468	Operating	Duke Energy	\$304.44	\$304.44	LS 21
9/30/20	20200469	Operating	Duke Energy	\$357.53	\$357.53	LS 23
9/30/20	20200470	Operating	Duke Energy	\$516.65	\$516.65	LS 26
9/30/20	20200471	Operating	Duke Energy	\$21,124.33	\$21,124.33	PLANT
9/28/20	20200472	Operating	Citizens Energy Group	\$28.58	\$28.58	LS 17 Water
9/28/20	20200473	Operating	Citizens Energy Group	\$85.28	\$85.28	Plant Water
9/30/20	20200474	Operating	AT&T Mobility	\$1,779.60	\$1,779.60	Cell Service & Lift Station Service
9/30/20	20200475	Operating	Anthem Blue Cross and Blue Shield	\$338.36	\$338.36	Employee Vision Insurance
9/28/20	20200476	Operating	ADP	\$141.72	\$141.72	Workforce Now Bundle
9/28/20	20200477	Operating	Anthem Blue Cross Blue Shield - H	\$33,366.26	\$33,366.26	H Ins- October
9/30/20	20200478	Operating	Quadient Finance USA, Inc.	\$500.00	\$500.00	Postage
9/30/20	20200479	Operating	Mutual of Omaha	\$3,688.19	\$3,688.19	Life Insurance-Oct 2020
9/30/20	20200480	Operating	Citizens State Bank	\$20.00	\$20.00	Bank fee
10/1/20	20200481	Operating	IPL	\$50.82	\$50.82	LS 18
10/1/20	20200482	Operating	IPL	\$109.15	\$109.15	LS 3
10/1/20	20200483	Operating	IPL	\$396.07	\$396.07	LS 8
10/1/20	20200484	Operating	IPL	\$280.23	\$280.23	LS 9
10/1/20	20200485	Operating	IPL	\$681.14	\$681.14	LS 10
10/1/20	20200486	Operating	IPL	\$80.74	\$80.74	LS 12
10/1/20	20200487	Operating	IPL	\$70.65	\$70.65	LS 20
10/1/20	20200488	Operating	IPL	\$45.82	\$45.82	LS 22
10/1/20	20200489	Operating	IPL	\$69.78	\$69.78	LS 24
10/1/20	20200490	Operating	IPL	\$60.43	\$60.43	LS 25
10/1/20	20200491	Operating	IPL	\$56.95	\$56.95	LS VV
10/5/20	20200492	Operating	Jive Communications, Inc	\$677.90	\$677.90	Telephone service
10/1/20	20200493	Operating	Wex Bank	\$81.83	\$81.83	Fuel
9/24/20	20200494	Operating	Neofunds by Neopost	\$500.00	\$500.00	Postage
9/30/20	20200495	Operating	Napa Auto Parts	\$195.99	\$195.99	Battery core return
9/30/20	20200495	Operating	Napa Auto Parts	\$233.20	\$233.20	Equipment repairs
10/6/20	20200496	Operating	Anthem Blue Cross and Blue Shield	\$338.36	\$338.36	Vision insurance
10/6/20	20200497	Operating	Vectren Energy Delivery	\$146.63	\$146.63	Plant
				\$2,675,330.96	\$2,675,330.96	
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						
			\$2,675,330.96			

## Docket Report Information

CIP - Proj 1910 Office Improvements	\$269,243.66
CIP - Proj 1802 Haver Way	\$1,690.92
CIP - 1902 Plant Expansion	\$1,555,862.18
CIP-Proj 1906 Outfall Final Design	\$153,082.07
CIP-Proj 2003 Future Sewer	\$74,177.23
CIP- Proj 1901 LS 14 Elimination	\$655.00
CIP-Proj 1911 LS 11 Improvements-R4R	\$3,332.50
Skid Steer Combo	\$55,757.53
Roller Assembly	\$13,733.83
	<hr/>
	\$2,127,534.92
District Insurance	\$37,731.17
Carmel August Flow	\$81,554.25
Other Expenses	\$428,510.62
<b>Total Claims</b>	<b>\$2,675,330.96</b>

Selected Statistics 2020	January	February	March	April	May	June	July	August	September	2020 Monthly Average	2020 YTD	2019 Total Through September
<b>Maintenance Information</b>												
Lateral Inspections	22	17	32	35	29	21	17	22	21	24	216	344
Certified I&I Inspections	32	34	20	14	17	77	79	43	43	40	359	487
Failed I&I Inspections	1	5	1	0	0	0	0	0	0	1	7	26
Sewer Locates	561	608	555	577	423	474	383	548	619	528	4,748	4,353
Manholes Added	0	12	0	5	3	15	-4	2	6	4	39	22
Total # of Manholes	5,886	5,898	5,898	5,903	5,906	5,921	5,917	5,919	5,925	N/A	5,898	5,870
Manholes Inspected	269	568	1,051	4	7	0	2	18	0	213	1,919	1,952
Feet of Sewer Added	0	4,324	0	1,019	831	4,954	-1,585	10,188	-3,089	1,849	16,642	28,580
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	1,691,286	1,688,197	N/A	1,675,879	1,659,727
Feet of Sewer Televised	23,972	16,128	50,319	2,145	41,262	33,246	10,042	44,797	11,265	25,908	233,176	156,434
Feet of Sewer Cleaned	2,999	0	716	1,911	0	2,175	525	1,852	1,743	1,325	11,921	8,506
Overflows	0	0	0	1	0	2	0	0	0	0	3	3
Feet of LPFM Cleaned	6,617	0	0	0	53,760	0	6,887	0	0	7,474	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	2.41	0.18	3.2	28.4	35.58
Total Flow (gallons)	72,650,726	63,405,245	71,958,853	51,036,963	52,742,038	46,077,825	46,988,281	48,429,206	37,706,967	54,555,123	490,996,104	553,004,887
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	2,244,671	1,406,333	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	1,562,232	1,256,899	1,791,623	16,124,611	17,944,462
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	1,356,525	1,139,359	N/A	1,139,359	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	92,866,276	81,378,109	88,398,905	795,590,149	747,249,000
Maximum Daily Flow (gallons)	7,015,000	3,950,000	386,839	3,175,904	4,529,799	3,389,293	3,650,226	3,982,489	2,879,588	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	2,995,686	2,712,604	2,901,391	26,112,521	24,664,487
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	2,607,942	2,529,722	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	141,295,482	119,085,076	142,954,028	1,286,586,253	1,300,253,887
<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	1,402,100	1,587,900	1,498,478	13,486,300	17,606,600
Dewatered	435,000	707,000	912,000	612,000	558,000	516,000	624,000	531,000	630,000	613,889	5,525,000	6,253,000
Digested Sludge Withdrawn	1,376,000	787,000	826,000	761,000	652,000	673,000	749,000	758,000	756,000	815,333	7,338,000	6,386,770
<b>Customer Information</b>										<b>Billed Accts</b>	<b>15,951</b>	
New Sewer Service Accounts	32	18	18	18	33	24	18	24	23	23	208	270
Permits Issued	40	20	23	11	12	23	18	21	23	21	191	298



## BUDGET & FINANCE COMMITTEE

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Friday September 25, 2020 at 7:30 a.m.

### Memorandum

Ms. Merrill called the meeting to order at 7:35 a.m.

Members Present: Committee Chair Jane Merrill, members Michael McDonald and Carl Mills. Others in attendance were Legal Counsel Anne Poindexter, Utility Director Andrew Williams, Controller Cindy Sheeks, Engineering Manager Wes Merkle and Administrative Assistant Maggie Crediford.

### **PUBLIC COMMENT**

There was no one present from the public.

### **FINANCIAL STATEMENTS**

Ms. Sheeks said she is interested to see if the current trend with commercial revenue continues into 2021. Staff is planning on projecting a lower commercial revenue amount in the 2021 budget in case people are still working from home and not in offices. Commercial revenue did begin trending up in the month of August which is promising. Ms. Merrill asked if residential revenue is steady. Ms. Sheeks said it is. Mr. Williams said residential revenue should continue to grow.

Ms. Sheeks said the sale of the office building is included in the month of August which made revenue look good. Mr. Mills asked if there is a way to separate that income from the regular monthly income. Ms. Sheeks said the sale amount will not be included in the 2021 budget projections.

Ms. Sheeks said she expects revenues to end on budget and expenses to come in under budget in 2020. Mr. Mills asked Ms. Sheeks to make sure 2021 estimates on investment income are conservative.

Mr. McDonald asked if there is concern about the reduction in the protective net surplus from \$2.9 million to \$2.1 million. Mr. Mills said it is comfortable. Mr. McDonald asked if it would force a rate increase. Mr. Mills said not over the next nine months. Mr. McDonald said he would be in favor of continuing to increase developer fees over user rate fees. Mr. Merkle said yearly user rate increases were built into the projections when the Utility took out the bond for the plant expansion and will be needed for long term stability. Ms. Sheeks said rate increases were built into the bond issue but the planned increase for 2020 was postponed. Mr. McDonald said he is concerned that \$2 million in reserves will not be enough if there is an incident at the plant. Mr. Williams said if growth slows down, some planned capital projects can be pushed back or postponed if the reserves get too low.



Mr. McDonald asked if the Utility's insurance coverage is adequate with all the improvements being made at the plant. Mr. Williams said he and Ms. Sheeks just took the insurance agent on a plant tour to make sure the insurance is up to date and adequate. Mr. Merkle said the Utility has between \$26 million and \$27 million in a blanket coverage across its assets.

Mrs. Poindexter asked what is being done with the furniture and other assets in the administrative office. She said any furniture or other assets that are not being moved to the new building will need to be declared surplus by the Board of Trustees and can be given or donated to another governmental agency or it can be sold.

### **2021 OPERATING BUDGET**

Ms. Sheeks said there is not a rate increased planned at this time. Health insurance numbers are expected to be received in mid-October. Adjustments have been made to some of the known figures. Mr. McDonald asked if a percentage increase for health insurance was used for planning. Mr. Williams said he used 12 percent. The Utility lost an employee with family coverage and gained one with single coverage so TriCo's expense went down. Insurance costs should be under budget for 2020 because of that change.

Mr. Mills asked if the projected jump in computer expenses seems reasonable. Mr. McDonald said he is glad to see information security being funded. He has not taken a deep look into the projected expenses yet. Ms. Sheeks said IT Indianapolis is doing some special projects this year involved with the move which impacted expenses. The committee discussed the itinerary for the office move.

### **ADJOURNMENT**

The meeting adjourned at 8:23 a.m.

Respectfully Submitted

*Cindy Sheeks*

Cindy Sheeks  
Controller