



BOARD OF TRUSTEE MEETING

Monday March 8, 2021 6:00 p.m.
Memorandum

Mr. Mills called the meeting to Order at 6:00 p.m.

ROLL CALL

Present: President Carl Mills, Treasurer Jane Merrill, Secretary Michael McDonald, members, Amanda Foley, Jeff Kimbell, Eric Hand, Chuck Ryerson and Jeff Hill. Others in attendance were Utility Director Andrew Williams, Legal Counsel Anne Poindexter, Engineering Manager Wes Merkle, Controller Cindy Sheeks, Plant Superintendent Scot Watkins, Administrative Assistant Maggie Crediford, Teddy Deahl, and David Clegg.

Mr. Pittman was absent

Public Comment

There was no one present from the public.

IWEA Award Presentation

Mr. Williams introduced Teddy Deahl from the IWEA. Mr. Diehl presented several awards to the Utility. The 2020 Safety in Excellence Award. The 2020 Operator of the Year was awarded to Loren Prange, only four operators across the state receive this award. The 2020 Lab Excellence Award. TriCo has won this award for the past 15 years. TriCo also won the Creation of an Outstanding Device award for the low-pressure force main cleaning apparatus created by Aaron Strong, Matt Starr and Joe Hood. Lastly, TriCo received the WEF George W Burke Jr. award for safety which is a national recognition.

Approval of the Board Meeting Memorandum for February 8, 2021

Mr. Kimbell made a motion to approve the February 8, 2021 Board Meeting Memorandum. Ms. Merrill seconded the motion, and it was unanimously approved.

Approval of Claims Docket

Ms. Sheeks said capital spending was light in February. There was a reimbursement to Ms. Sheeks for \$4859.00 for the asset software, which needed to be replaced because the previous software was written to end at the end of 2020. Mr. McDonald made a motion to approve the claims docket. Mr. Hill seconded the motion, and it was unanimously approved.

Attorney's Report

Mrs. Poindexter had no report.

Utility Director's Report

Mr. Williams said two vehicles were sold on the government auction webpage. Both vehicles were sold for more then the trade in values. Mr. Williams said a picture of the

truck that is replacing the two sold vehicles was in the Newsletter. Staff is excited the new vehicle can carry all the tools needed at a job.

There is a storm sewer being built along the west side of Crooked Stick. DB Engineering was hired to design and build the storm sewer. There is a conflict between the sanitary sewer lateral and the storm sewer lateral. At first, DB Engineering was claiming the sanitary sewer was not constructed the way they thought it should be. Ryan Hartman has been pushing back and pointing out that the engineering company did not collect the correct survey elevations, request utility locates nor had utility coordination meetings before beginning construction of the storm sewer. Mr. Hill and Ms. Foley asked if the project is a City of Carmel project. Mr. Williams said yes, it was approved through the Board of Public Works. It was approved in 2017 and being constructed now that funding is available. Mr. Williams wanted the Board members to be aware of the conflict in case they encounter any questions about the issue.

Mr. Williams reviewed an Interlocal Agreement that was distributed to the Board with Boone County. The agreement would allow the Utility to obtain additional survey information for projects that are moving forward in Boone County. Mrs. Poindexter reviewed the document prior to the meeting and has three issues with it. One it is called an interlocal and does not technically meet the requirements of an interlocal agreement, but it is a contract. Two, it has a provision for early termination but does not state anything about prorating the payment for early termination. The total cost is \$1,000 so that may not be an issue. Three, there is a typographical error in the first line of paragraph 8.6, it does not interfere with the meaning however it is an error. Mr. Williams said the typographical error was fixed in the agreement before passing it out to the Board. Mr. Williams said he is not concerned about a prorated refund with the total cost being \$1,000. The Utility will use \$1,000 worth of information.

Ms. Merrill made a motion to approve the Interlocal Agreement/contract with Boone County. Mr. McDonald seconded the motion. Mr. Hand noted a typo in the last line of number three where it mentions the dollar amount. Mr. Hand asked if there is a provision allowing TriCo to offer corrections if the information received from the County is not correct. Mr. Williams said Mr. Martin would notify the County if discrepancies were found. The motion was unanimously approved.

Mr. Mills instructed the Capital and Construction Committee to keep an eye on the issue at Crooked Stick and requested the item be added to their agenda.

Committee Reports

Budget & Finance Committee

Hach Software Agreement

Ms. Merrill introduced the Hach Software Agreement and asked the Board if there were any questions. There were none. Mr. Kimbell made a motion to approve the Hach Software Agreement in the amount of \$45,818. Mr. McDonald seconded the motion, and it was unanimously approved.

Harris Computer Systems Software Agreement

Ms. Merrill said Ms. Sheeks said it is imperative that the Utility switch billing software systems. Ms. Sheeks said software is needed with an audit trail system. The estimated cost is \$74,540 and is already in the 2021 Capital Budget. Ms. Merrill asked Mrs. Poindexter if she has reviewed the agreement. Mrs. Poindexter said the only suggestion she has is in the End User Paragraph 19. She asked to change the federal courts from Marion County to Boone or Hamilton County. Mr. Williams said he will make the change on the signed contract before it is returned to the vendor.

Ms. Merrill made a motion to approve the Harris Computer Systems Software Agreement with the change in paragraph 19 to Boone County from Marion County. Mr. McDonald seconded the motion, and it was unanimously approved.

Personnel & Benefits Committee

Mr. Kimbell said the Personnel and Benefits Committee did not meet and had nothing to report.

Capital & Construction Committee

Mr. Hill said the Capital and Construction Committee did not meet and had nothing to report.

Mr. Merkle said the plant expansion project is moving along since the weather has improved. Thieneman is working on every part of the plant. A new generator is going in at Lift Station 1. Design work continues for the Little Eagle Creek Sewer Extension. Mr. Williams said the odor control unit at the plant is currently offline due to the construction and he is surprised there have not been any complaints from the neighbors. Mr. Hill asked if the odor control unit at Lift Station 2 has been replaced. Mr. Merkle said the equipment is being shipped and will be installed when it is received. Mr. McDonald asked if the insurance company picked up the cost for the generator replacement at Lift Station 1. Mr. Merkle said the insurance company paid for the replacement cost, and TriCo paid the overage for the upsized unit purchased.

Old Business

Ms. Merrill asked if anything is done for the staff when the Utility receives awards like those presented this evening. Mr. Williams said the awards were announced at a staff meeting luncheon.

New Business

Strategic Planning Introduction

Mr. Williams introduced David Clegg with CEO Partners. A survey will be sent out to managers and Board members to get input and feedback to begin the planning process. Mr. Clegg said he will be the facilitator and point person for the strategic planning process. The first component will be a survey that is sent to the managers and Board members to gather information on what their perceptions are of the organization today, and where the organization should go in the future. The responses will only go to Mr. Clegg, and names will not be associated with the published findings. The purpose of the planning session is

to identify the strengths, weaknesses, opportunities, and threats that the organization might face as it moves into the future. Mr. Clegg will compile the responses into one document and present them to the planning committee. Mr. Hand and Mr. Ryerson volunteered to be part of the planning committee. The intent is for the planning committee to meet and find three major issues that the organization will choose to work on over time and develop a process to achieve the goals set. Mr. Hill asked what the expected timeline is for the project. Mr. Clegg said he expects the process to take a couple of months. Mr. Mills asked if the staff and employees will be involved with the process. Mr. Williams said the strategic planning questions are directed towards the Board and managers.

Mr. Hand announced he will be retiring from his job at the end of the month and asked that going forward any communications only be sent to his personal email. His cell phone number will remain the same.

Adjournment

Mr. Hill made a motion to adjourn the meeting. Ms. Merrill seconded the motion and the meeting adjourned at 6:49 p.m.

The next Board of Trustees Meeting is scheduled for Monday, April 12 at 6:30 p.m.

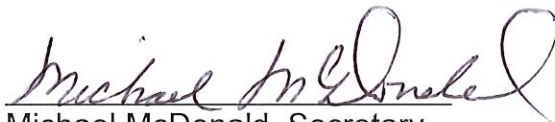
Respectfully submitted,



Andrew Williams
Utility Director

Approved:

X as Presented
 as Amended


Michael McDonald, Secretary
Carl Mills, President