



TriCo Regional Sewer Utility

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Board of Trustees Meeting Agenda

Monday, August 9, 2021 @ 6:00 p.m.

TriCo WRRF

7236 Mayflower Park Drive, Zionsville, IN 46077

1. Roll Call
2. Public Comment
3. Approval of Meeting Memorandum
 - a. Executive Session, July 12, 2021
 - b. Board Meeting, July 12, 2021
4. Approval of Claims Docket
5. Attorney's Report
6. Utility Director's Report
7. Committee Reports
 - a. Budget & Finance Committee
 - b. Personnel & Benefits Committee
 - c. Capital & Construction Committee
 - i. Dedications
 - ii. Manhole Repair Contract
 - iii. Asset Management System Contract
 - iv. #2103 Easements for 500 South and Long Brook Sewer Extensions
8. Old Business
9. New Business
10. Adjourn



Executive Session of the Executive Committee

Monday, July 12, 2021, 5:45 P.M.

Memorandum

Mr. Mills called the meeting to Order at 5:45 p.m.

ROLL CALL

Present: President Carl Mills, Vice President Steve Pittman, Treasurer Jane Merrill, Secretary Michael McDonald, members, Jeff Kimbell, Eric Hand, Chuck Ryerson, Jeff Hill and Legal Counsel Anne Poindexter and Scott Wyatt.

The Committee discussed litigation in compliance with (IC5-14-1.5-6.1(b)(9)). Mr. Mills closed the Executive Session. It is certified that no matters other than possible litigation were discussed in the Executive Session.

Respectfully submitted,

Michael McDonald
Secretary



BOARD OF TRUSTEE MEETING

Monday July 12, 2021, 6:00 p.m.

Memorandum

Mr. Mills called the meeting to Order at 6:09 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, and Scott Wyatt, Engineering Manager Wes Merkle, and Administrative Assistant Maggie Crediford

Amanda Foley was absent.

PUBLIC HEARING – RATE ORDINANCE NO. 5-10-2021-R

Mr. Mills opened the public hearing at 6:09 p.m. Mrs. Poindexter read the ordinance into the record. An ordinance establishing Utility wide schedule of monthly user rates, late fees, connection fees, interceptor fees, application fees, fees, and charges to be collected from the owners of property served by the sewage works of the Utility and matters connected therewith, replacing Ordinance 05-11-2020. There were no public comments. Mr. Mills closed the public hearing at 6:11 p.m.

Mr. Pittman made a motion to reorder the agenda and requested that item 9.A. the Second Reading of Rate Ordinance No. 5-10-2021-R be moved to the next item on the agenda. Mr. Hill seconded the motion, and it was unanimously approved.

Second Reading of the Rate Ordinance No. 5-10-2021-R

Mrs. Poindexter read Ordinance No. 5-10-2021-R, an ordinance establishing Utility wide schedule of monthly user rates, late fees, connection fees, interceptor fees, application fees, reinspection fees and charges to be collected from the owners of property served by the sewage works of the Utility and matters connected therewith, replacing Ordinance 05-11-2020. Ms. Merrill made a motion to approved Rate Ordinance No. 5-10-2021-R. Mr. McDonald seconded the motion and it was unanimously approved.

PUBLIC COMMENT

There were no public comments.

APPROVAL OF MEETING MEMORANDUM

Mr. Hand made a motion to approve the June 10, 2021, Board Meeting memorandum. Ms. Merrill seconded the motion, and it was unanimously approved.

APPROVAL OF CLAIMS DOCKET

Mr. McDonald made a motion to approve the claims docket. Mr. Hand seconded the motion. Mr. Hand asked about several, approximately thirty, small refund payments appearing on pages two

and three. Mr. Williams said that if a customer moves out there are adjustments made for days in the billing cycle that occur after the closing date and the property changes hands. Mr. Pittman asked why there was a refund issued to the Zionsville Presbyterian Church. Mr. Williams did not know and said he would get the answer from Ms. Sheeks when she returns from her vacation. The motion to approve the claims docket was unanimously approved.

ATTORNEY'S REPORT

Mrs. Poindexter said the Board members should have received an email from Mr. Kevin Hill. She asked the Board members to let her know if they did not receive a copy of the email so she can provide them with one. Mr. Hill has requested from the Board, fourteen thousand and some odd dollars because he discovered his property is not connected to the sewers. Mrs. Poindexter said, after reviewing the email if any Board member would like to make a motion on how to proceed with Mr. Hill's request, this would be the appropriate time to do so. Mrs. Poindexter said she has responded to Mr. Hill's initial request informing him the Utility does not make sewer connections for individuals. The connection fee the Utility collects is for the availability of the sewer to the homeowner, but the cost to connect to the lateral stub has always been an additional cost to the customer

Each property may have a different cost for connection depending on the placement of the home and topography of the property. Mr. Pittman asked Mrs. Poindexter if her response would be directed to the homeowner or through his attorney. Mrs. Poindexter said since the initial contact was made through an attorney, she will contact the attorney first to see if the response should go through his office or be sent directly to Mr. Hill.

Mr. Pittman made a motion to instruct Mrs. Poindexter to respond to Mr. Hill's email request and let him know the Utility is declining his request and does not make connections for customers. Mr. Hand seconded the motion, and it was unanimously approved.

UTILITY DIRECTOR'S REPORT

Mr. Williams said the staff had a team bonding event at Anarchy Axe throwing. Everyone really enjoyed it. The Utility had a booth at CarmelFest. The Utility's booth was next to the Monon Trail and the Gazebo. The event was well attended. People really seem to enjoy spinning the wheel to win prizes, even the adults. Mr. Williams noted he was surprised the number of people who did not know that "flushable" wipes are actually not flushable and do not dissolve. Mr. Williams reviewed an email he handed out to the Board from a customer regarding the excellent customer service received from the Utility. The customer noted having the phones answered by an actual person within ten seconds and the timely responses he received about his inquiries. Mr. Williams said with technology today it would be easy to move to an automated answering system, but TriCo's Customer Service Department has pushed back on that because human interaction provides better service to the customers. There was supposed to be a walking tour at the conclusion of the meeting so the Board could view the progress on the WWRF construction project, but there was a significant amount of rain, and the tour has been rescheduled to next month after the meeting for those who would like to view the progress.

Mr. Williams said that last week Fishers and HSE filed a petition with the IURC to sell the sewer service within Fisher's city limits to Fishers from HSE for \$90 million. Mr. Williams said thus far just the initial petition has been filed. It does exclude HSE holdings in Noblesville and Union Township. Mr. Williams will be researching to see if the transaction will have an impact on TriCo.

petitions online and will be reviewing the service/sale agreement when it is filed. Mr. Williams said he will be reaching out to HSE and Noblesville. Mr. Hill asked if HSE has a sewer facility in Noblesville. Mr. Williams said they have sewer lines in Noblesville, but they have no treatment facility. Mrs. Poindexter said HSE has no service lines currently in Union Township. Mr. Ryerson asked how they treat the sewage if they have no plant. Mrs. Poindexter said they have an interlocal agreement like TriCo does with Carmel and Fishers treats the wastewater from HSE's system.

Ms. Merrill made mention that she is impressed that TriCo's FOG program is working so well. Mr. Williams said the new FOG software has moved everything including reporting online which is more efficient. Mr. Williams said there are a couple of facilities that might come before the Board because staff is pushing them to install larger grease interceptors and they do not wish to do so.

COMMITTEE REPORTS

Budget & Finance Committee

Mrs. Merrill said the Committee did not meet.

Personnel & Benefits Committee

Mr. Kimbell said the Committee did not meet.

Capital & Construction Committee

Mr. Pittman said the Committee did not meet and made a motion to accept the Dedication of the Appaloosa Crossing Sections 1 and 2 Sanitary Sewers. Mr. Kimbell seconded the motion, and it was unanimously approved.

New Business

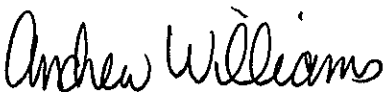
There was no new business.

Adjournment

Mr. Pittman made a motion to adjourn the meeting. Ms. Merrill seconded the motion and the meeting adjourned at 6:29 p.m.

The next Board of Trustees Meeting is scheduled for Monday, August 9, 2021 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

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MONTHLY NEWSLETTER

FINANCIAL UPDATE– CINDY SHEEKS

In June 2021, total revenue was \$744,976. It was \$4,365 above June 2020, and \$103,500 more than May 2021. The reason for the sharp increase is due to the sale of the plant generator for \$77,500 during the month. YTD revenue of \$3,927,247 is 50.68% of the 2021 annual projections of \$7,748,500. Residential income was \$422,768 during the month, \$4,365 higher than June 2020. Commercial sales totaled \$222,740 in June 2021, \$30,700 higher than June 2020. YTD commercial sales total \$1,144,986 and continue to trend slightly below projections but above 2020 sales. YTD in 2020 was \$1,092,756. Overall, residential sales comprise 64.2% of the annual revenue, commercial is 29.15%. The Other Revenue category (late fees, application fees, plan review fees) was \$10,429 in June and is \$92,764 YTD. The Other Income category (interest, gains on asset disposal, miscellaneous revenue) was \$89,039 during the month and is \$167,909 YTD.

Total operating expenses were \$482,815 in June. YTD spending is 50% of the 2021 Operating Budget of \$5,753,081. It is \$33,922 higher than expenses in June 2020. Wages and benefits spending totaled \$216,060 during the month and YTD expenses are 55.57% of the annual budget. Administration spending was \$56,304 in June and YTD expenses is 42.37% of the annual budget. Treatment costs totaled \$152,973 and YTD expenses are 47.17% of the annual budget. Collection costs totaled \$57,477 in June and YTD expenses total 47.62% of the annual budget.

Net income in June was \$138,654 after depreciation and amortization of CIAC. June 2020 net income totaled \$88,984.

Spending Breakdown in June:

Wages	44.75%
Administration	11.66%
Treatment Costs	31.68%
Collection Costs	11.90%

Interceptor fees collected in June were \$21,602. YTD is \$174,216. EDU fees collected during June were \$44,211 and \$385,379 YTD.

Cash generated for June shows a decrease in all funds of \$917,777. Capital spending during the month totaled \$603,132. The bond fund expenses in June were \$363,424 for plant expansion. Additional capital spending during the month included neighborhood sewers, LS 1 generator replacement, LS 11 pump replacement, plant motor repairs and plant outfall. Cash on hand as of June 31, 2021 was \$14,727,849. The balances in the funds are listed below:

Operating	\$6,033,874
Interceptor	\$-639,035
Plant Expansion	\$2,948,666
Operating Reserve	\$519,252
Reserve for Replacement	\$-11,857
2020 Bond Funds	<u>\$5,876,948</u>
Total	\$14,727,849

The Operating, Interceptor, Plant Expansion and Reserve for Replacement funds decreased \$1,103,156 since January 1, 2021. Bond construction fund spending YTD is \$3,596,696.

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Calendar of Events

August 9	Board Meeting	6:00 p.m.
August 27	B&F Meeting	7:30 a.m.
August 25	P&B Meeting	7:30 a.m.
September 6	Labor Day	Closed
September 7 Tuesday	C&C Meeting	4:30 p.m.

ENGINEERING & CONSTRUCTION - WES MERKLE

Staff completed 340 locates, 44 I&I inspections and 27 lateral inspections in July. There were no failed I&I inspections. Brandon completed most of the inspections. Nate completed most of the locates. A total of 1,950 locate requests were received and reviewed. Another 24 required site visits prior to clearing. Eric continues to keep an eye on sewer main installation at Appaloosa Crossing, Pennwood Office Park, and Troy Estates which is now finished. He inspected warranty repairs in five neighborhoods.

Jeff observed construction on the Outfall Sewer project where site cleanup, restoration and testing are nearly complete. Jeff assisted with evaluating new asset management systems; if approved by the Board, new system implementation will begin in September. Ryan continued to review plans on multiple private development projects; nine projects are expected to go to construction in the coming months.

Ryan and Wes continue to work with property owners regarding access and easements for the Little Eagle Creek Interceptor Extension project. The first development to be served by the extension project was recently approved by Zionsville's Plan Commission. We received the IDEM permit for this year's neighborhood sewer project – work is expected to begin in the coming weeks once materials are received. Lift Station 2 (106th/Spring Mill) odor control equipment installation is underway and should be complete in August.

PLANT EXPANSION PROJECT UPDATE - WES MERKLE

In the headworks building, staff continues to wait for completion and startup of two new screens and a new compactor/conveyor, which is scheduled for September. The manufacturer and contractor are modifying this equipment after it was not built or installed correctly. Concrete repairs and cleanup work continued on the grit structure, the VLRs and the clarifiers. Crews continued installation of yard (buried process) piping for the clarifiers and VLRs. Testing of new piping, manholes and concrete structures is ongoing. Equipment installation is nearly complete in the three new clarifiers which will soon be ready for startup. Most of the new structures have been backfilled. VLR equipment installation continues for another month. Process piping installation was started in the new grit pump room. Process piping is nearly complete in the existing and the new RAS pump buildings serving the clarifiers. Electrical work is nearly complete in the RAS pump buildings and clarifiers. Electrical work continues on the post aeration blowers and NPW pumps.

Overall the work is progressing towards completion, which is now scheduled for mid-December. Staff as well as engineering consultant GRW are working to make sure outstanding issues, including quality concerns, get appropriately addressed. There will be many process equipment startups in the coming months requiring coordination with engineering and plant staff, Thieneman and its subcontractors, our systems integrator consultant, and equipment manufacturers. Sequencing will be especially challenging with VLR and clarifier startups to minimize disruption to plant operations and risk to biological processes. .



WRRF Expansion Progress Photos

Top Left: Aerial Photo of the project

Bottom Left: New Clarifier 7

Bottom Right: New Vertical Loop Reactors



COLLECTIONS – AARON STRONG

Collection Staff put the Aquatech sewer cleaning truck to work in the month of July, cleaning 15 manholes and 2,500 feet of sewer as identified by CCTV inspection. Carter is progressing nicely with camera inspection with 39,000 feet completed for the month. Carter's inspections noted sources of I&I that deem further investigation and has created workorders for push camera lateral inspections.

Matt and Brian have completed the annual lift station pump inspections for 2021. They are in the process of coordinating with plant staff to complete the RAS/WAS pumps at the WWRf. Staff responded to five customer assistance calls this month with no issues caused by TriCo infrastructure.

Daniel and Tristin cleaned manhole bench walls, flow channels and installed a several epoxy chimney seals in Basin 1 and still found time to perform major rehabilitation to the drying beds at the WWTF. Drying beds are utilized by collection crews year around to dump wastewater into so that the solids are filtered out and only grey water is returned to the treatment process. Daniel and Tristin laid new perforated tile and bedded it in #8 stone, pea gravel and sand to appropriately filter the wastewater. They have now transitioned to annual ARV inspection and repair where they will perform over 130 confined space entries to inspect these integral parts of the collection system.

Culy Contracting performed manhole warranty punch list items throughout Basin #1. LionHeart Critical Power Specialists was awarded a contract to perform annual preventative maintenance on the TriCo's generators and emergency back-up pumps.

Xavier and Kelly continue to keep the Utilities Lift Stations looking good by pressure washing all 24 stations and performing minor fence repairs.

SAFETY UPDATE - LOREN PRANGE

No injuries were reported this month and we are at 207 days without a loss time accident.

We had 13 attendees for the Safety Tailgate held on July 19th. The topics covered were "Powerful Protection from PPE" and "Safety Tips for Employees Working Remotely or Alone".

The monthly fire extinguisher and emergency lights inspections were completed. New safety vests were ordered to replace older vest that lost their visibility.

TriCo sent a four member team and a judge to the July 14 IWEA Operators Challenge. This team consisted of new employees that had never competed in the challenge before. They had a great time learning and gaining knowledge to help them compete in the future.

✓
Site Safety

0

2

0

7

No. of days since the last lost time accident.

TREATMENT- SCOT WATKINS

Clark Excavating bypassed the effluent splitter structure for several days for testing. Plant staff had to simulate the effluent flow meter values and set the sampler to time based during this time. The simulation allowed the UV system to keep disinfecting and get the proper sampling for the lab. Staff had to make changes to our operations to keep our phosphorus level from exceeding our limit. Digester and belt filter press decant was causing the higher limits and with a change to dewatering time they were able to keep under our permit limits. Plant lift station pump 1 failed and is out for repair/evaluation. The VLR Cerlic BB2 board for the total suspended solids (TSS) sensors went bad and required a new board. Staff shut down the non-potable system for Thieneman, so a new hydrant could be added to the system. Digester 5 was taken down for additional repairs. Plant and Engineering staff worked on replacing all the rubber membrane diffusers and replaced two broken end caps. Loren traveled to Columbus for the IWEA Safety Committee and to judge the safety portion of the 2021 Operators Challenge.

One hundred and forty-five pump outs had been logged and accounted for over 41,000 gallons of FOG being prevented from entering the system this month. Forty-three inspections were logged with three follow up inspections. Staff received pricing for repairing/replacing the WRRF's oil/water separator after issues were found during an inspection.

The laboratory performed 315 CBOD5 tests, 242 Total Suspended Solids tests, 150 Phosphorus & Ammonia tests, 56 e. Coli tests and 57 Total Nitrogen tests. Monthly Method Detection Limit studies were completed on TSS, Phosphorus and Ammonia. Staff replaced influent and effluent sample tubing. Bob is in the process of updating designs for FOG and wipe logs.

Birthdays

Jeff Martin August 13

Anniversary

Cindy Sheeks August 15 6 years of service

			TriCo Regional Sewer Utility			
			Register of Claims			
			For the period 7/12/21-8/3/21			
Payment date	Check number	Bank name	Payee name	Amount	Amount Allowed	Description
7/12/21	16642	Operating	Brian Vaughn	\$31.36	\$31.36	Travel/Mileage-On Call
7/12/21	16643	Operating	Indiana Water Environment Associa	\$250.00	\$250.00	Construction Obsv Course-Daniel Rossm
7/12/21	16644	Operating	Indiana Water Environment Associa	\$250.00	\$250.00	Construction Obsv Course-Kaminski
7/19/21	16645	Operating	Boone County Recorder	\$150.00	\$150.00	Lien releases
7/21/21	16646	Operating	Bradley or Maggie Clark	\$2,747.25	\$2,747.25	Refund-1967 Hamilton Lane
7/22/21	16647	Operating	Boone County Recorder	\$125.00	\$125.00	5 liens
7/23/21	16648	Operating	Carmel Utilities	\$14.27	\$14.27	LS1 Water
7/23/21	16648	Operating	Carmel Utilities	\$14.27	\$14.27	LS2 Water
7/23/21	16648	Operating	Carmel Utilities	\$29.02	\$29.02	LS26 Water
7/23/21	16650	Operating	Kinetrex Energy	\$128.52	\$128.52	Plant natural gas
7/26/21	16651	Operating	Carmel Utilities	\$631.63	\$631.63	Hydrant Usage
7/26/21	16652	Operating	Shelly Keefe	\$27.82	\$27.82	Reim - heater
7/28/21	16653	Operating	Brandon Woolf	\$30.00	\$30.00	July Cell Phone
7/28/21	16654	Operating	Eric Luis Delacruz	\$30.00	\$30.00	July Cell Phone
7/28/21	16655	Operating	Jeffrey Martin	\$30.00	\$30.00	July Cell Phone
7/28/21	16656	Operating	Kelly Price	\$30.00	\$30.00	July Cell Phone
7/28/21	16657	Operating	Nathan Crowder	\$30.00	\$30.00	July Cell Phone
7/28/21	16658	Operating	Xavier Hines	\$30.00	\$30.00	July Cell Phone
7/28/21	16659	Operating	Carl S. Mills	\$200.00	\$200.00	Board fees
7/28/21	16660	Operating	Charles Ryerson	\$50.00	\$50.00	Board fees
7/28/21	16661	Operating	Eric Hand	\$150.00	\$150.00	Board fees
7/28/21	16662	Operating	Jane B. Merrill	\$100.00	\$100.00	July board fees
7/28/21	16663	Operating	Jeff Hill	\$100.00	\$100.00	July board fees
7/28/21	16664	Operating	Jeffrey Kimbell	\$100.00	\$100.00	July board fees
7/28/21	16665	Operating	Michael A. McDonald	\$100.00	\$100.00	July board fees
7/28/21	16666	Operating	Steve Pittman	\$100.00	\$100.00	July Board fees
7/28/21	16667	Operating	Amazon Capital Services	\$445.12	\$445.12	ATV Tire
7/28/21	16668	Operating	BBC Pump and Equipment Co Inc	\$2,336.18	\$2,336.18	LS14 Pump 2 Repair
7/28/21	16669	Operating	Bee Green Lawn Care & Plant Heal	\$65.00	\$65.00	Plant R&M
7/28/21	16669	Operating	Bee Green Lawn Care & Plant Heal	\$95.00	\$95.00	Plant R&M
7/28/21	16670	Operating	Best Drive Indianapolis	\$80.00	\$80.00	Equipment Repair
7/28/21	16670	Operating	Best Drive Indianapolis	\$40.00	\$40.00	Equipment repairs
7/28/21	16671	Operating	Bio Chem, Inc.	\$4,573.13	\$4,573.13	Biosolds Disposal
7/28/21	16671	Operating	Bio Chem, Inc.	\$3,765.12	\$3,765.12	Alum
7/28/21	16672	Operating	BL Anderson Company, Inc.	\$2,880.84	\$2,880.84	Plant R & M
7/28/21	16673	Operating	Concentra Health Services, Inc - CM	\$250.00	\$250.00	Administrative/Annual Fee
7/28/21	16674	Operating	Dell Marketing L.P.	\$1,033.35	\$1,033.35	Monitors
7/28/21	16675	Operating	Dukes Root Control	\$9,828.75	\$9,828.75	Flex seal, debris dam
7/28/21	16676	Operating	Fastenal Company	\$15.48	\$15.48	Eye Wash Drops
7/28/21	16676	Operating	Fastenal Company	\$658.83	\$658.83	Bottled Water
7/28/21	16677	Operating	Fish Window Cleaning	\$725.00	\$725.00	Plant R&M
7/28/21	16678	Operating	Fluid Waste Services, Inc.	\$4,172.50	\$4,172.50	Plant R & M
7/28/21	16679	Operating	Grainger	\$57.15	\$57.15	Plant R&M
7/28/21	16680	Operating	Hach Company	\$8,858.00	\$8,858.00	CIP-Lab Software
7/28/21	16681	Operating	IUPPS	\$2,040.60	\$2,040.60	Locates
7/28/21	16683	Operating	Maco Press	\$170.67	\$170.67	Envelopes
7/28/21	16684	Operating	Nalco Water Pretreatment Solutions	\$163.49	\$163.49	Sewer Sampling
7/28/21	16684	Operating	Nalco Water Pretreatment Solutions	\$216.50	\$216.50	Sewer Sampling
7/28/21	16684	Operating	Nalco Water Pretreatment Solutions	\$175.97	\$175.97	Sewer Sampling
7/28/21	16685	Operating	Office Depot	\$41.98	\$41.98	Office Supplies
7/28/21	16685	Operating	Office Depot	\$8.98	\$8.98	Office Supplies
7/28/21	16685	Operating	Office Depot	\$42.33	\$42.33	Office Supplies
7/28/21	16685	Operating	Office Depot	\$120.32	\$120.32	Office Supplies
7/28/21	16686	Operating	Pearson Ford, Inc.	\$326.43	\$326.43	Vehicle R&M
7/28/21	16687	Operating	Ricoh USA, Inc	\$790.28	\$790.28	Printer Cartridges
7/28/21	16688	Operating	Runyon Equipment Rental	\$647.14	\$647.14	Line Maintenance
7/28/21	16688	Operating	Runyon Equipment Rental	\$495.00	\$495.00	Bobcat rental for drying beds
7/28/21	16689	Operating	Safety Resources, Inc.	\$770.00	\$770.00	Safety Services 2 of 4 Apr-Jun
7/28/21	16690	Operating	Taylor Oil Company, Inc.	\$11.09	\$11.09	Fuel

Payment date	Check number	Bank name	Payee name	Amount	Amount Allowed	Description
7/28/21	16691	Operating	TNTechnical LLC	\$4,375.00	\$4,375.00	2021 Flow Meter Calibration
7/28/21	16692	Operating	TPI Utility Construction	\$7,408.13	\$7,408.13	Line Repair
7/28/21	16693	Operating	USA BlueBook	\$201.90	\$201.90	Plant R&M
7/28/21	16694	Operating	Utility Supply Company	\$672.61	\$672.61	Drying Beds
7/28/21	16694	Operating	Utility Supply Company	\$20.14	\$20.14	Drying Beds
7/28/21	16695	Operating	Vasey Commercial Heating & AC, Inc	\$1,050.00	\$1,050.00	Plant R&M - C3590
7/28/21	16695	Operating	Vasey Commercial Heating & AC, Inc	\$853.00	\$853.00	Plant R&M - C3590
7/28/21	16695	Operating	Vasey Commercial Heating & AC, Inc	\$643.80	\$643.80	Plant R&M - C3590
7/28/21	16696	Operating	Xylem Water Solutions USA Inc	\$1,573.00	\$1,573.00	Impeller Kit
7/28/21	16697	Interceptor	GRW	\$4,500.00	\$4,500.00	CIP-Proj 2103 Design & Permit
7/28/21	16697	Interceptor	GRW	\$1,120.00	\$1,120.00	CIP-Proj 2103 Bidding
7/28/21	16697	Interceptor	GRW	\$3,600.00	\$3,600.00	CIP-Proj 2103 Neighborhood sewers
7/28/21	16698	Interceptor	MS Consultants, Inc	\$190.00	\$190.00	CIP-Proj 1802 Haver Way
7/28/21	16699	Reserve for R	Barth Electric Co., Inc.	\$32,971.60	\$32,971.60	CIP-Proj 2004 R4R LS 1 Gen replacement
7/28/21	16700	Reserve for R	Jack Doheny Company	\$8,995.00	\$8,995.00	CIP-Push camera
7/28/21	16701	Reserve for R	Maddox Industrial Group, Inc.	\$44,865.00	\$44,865.00	CIP-LS2 Odor Control - R4R
7/28/21	16702	Operating	Ryan Hartman	\$249.62	\$249.62	Jeans
7/30/21	16703	Operating	Brian Vaughn	\$31.36	\$31.36	Mileage - 7/28
7/30/21	16705	Operating	Colleen Byrnes	\$34.17	\$34.17	AFLAC overpayment refund
7/31/21	16706	Operating	Beth or Brian Wagner	\$14.92	\$14.92	Refund-4371 Brittnay Dr
7/31/21	16707	Operating	Christopher T Strapulos	\$81.54	\$81.54	Refund-2218 Tam O Shanter
7/31/21	16708	Operating	Manuel or Sonia Sanchez Castillo	\$88.14	\$88.14	Refund-14133 Charity Chase Circle
7/31/21	16709	Operating	Nathan Weisburd	\$30.61	\$30.61	Refund-3790 Dolan Way
7/31/21	16710	Operating	Matt Torosian	\$35.93	\$35.93	Refund-2278 Trowbridge High Street
7/31/21	16711	Operating	Brian or Anne Hammett	\$67.74	\$67.74	Refund-3456 Modesto Lane
7/31/21	16712	Operating	Atul Agarwal	\$28.50	\$28.50	Refund-973 Deer Lake Drive
7/31/21	16713	Operating	Neil or Sarah Mulrooney	\$84.35	\$84.35	Refund-10955 Cornell St
7/31/21	16714	Operating	Kynon or Juanita Ingram	\$28.22	\$28.22	Refund-13097 Broad St
7/31/21	16715	Operating	Genevieve or Kathleen Rathke	\$48.06	\$48.06	Refund-11876 Avedon Way
7/31/21	16716	Operating	Matti McCormick	\$13.79	\$13.79	Refund-1280 Laurelwood
7/31/21	16717	Operating	Diane E Clayton	\$20.82	\$20.82	Refund-2331 Blisland St
7/31/21	16718	Operating	McCann Express LLC	\$12.02	\$12.02	Refund-10718 Morristown Ct
7/31/21	16719	Operating	Michael Emery	\$33.47	\$33.47	Refund-14042 Staghorn Dr
7/31/21	16720	Operating	Zachary Romash	\$36.52	\$36.52	Refund-1361 Hinault Way
7/31/21	16721	Operating	Ashley Campbell	\$33.18	\$33.18	Refund-1003 Saratoga
7/31/21	16722	Operating	Marie Albano	\$27.75	\$27.75	Refund-596 Burr Oak Drive
7/31/21	16723	Operating	Mary or Jacob Gorden	\$28.09	\$28.09	Refund-9613 Turnberry Ct
7/31/21	16724	Operating	Michael Method	\$27.75	\$27.75	Refund-12747 Apsley Lane
7/31/21	16725	Operating	Joseph or Kathryn Julian	\$28.76	\$28.76	Refund-4513 Cool Springs Ct
7/31/21	16726	Interceptor	Ball Family Properties, LLC	\$3,337.28	\$3,337.28	CIP-Proj 1802 Haver Way reimbursement
7/31/21	16727	Operating	AFLAC	\$429.40	\$429.40	Deferred Liability
7/31/21	16728	Operating	Altman, Poindexter & Wyatt, LLC	\$830.00	\$830.00	Legal fees
7/31/21	16729	Operating	ASAP Aquatics	\$400.00	\$400.00	Lake care
7/31/21	16730	Operating	Bee Green Lawn Care & Plant Health	\$65.00	\$65.00	Bed Maintenance
7/31/21	16731	Operating	Carmel Utilities	\$96,897.14	\$96,897.14	July flow
7/31/21	16731	Operating	Carmel Utilities	\$1,056.90	\$1,056.90	July reads
7/31/21	16732	Operating	Doxim	\$3,917.23	\$3,917.23	Billing
7/31/21	16732	Operating	Doxim	\$5,404.74	\$5,404.74	Postage
7/31/21	16733	Operating	FerrellGas	\$50.00	\$50.00	Plant R&M
7/31/21	16734	Operating	IT Indianapolis	\$10,594.50	\$10,594.50	Monthly Billing For August
7/31/21	16735	Operating	Motion Industries	\$48.27	\$48.27	Plant R&M
7/31/21	16736	Operating	NCL of Wisconsin, Inc	\$509.97	\$509.97	Sewer Sampling
7/31/21	16737	Operating	Office Depot	\$166.14	\$166.14	Office Supplies
7/31/21	16738	Operating	Runyon Equipment Rental	\$517.75	\$517.75	Line Maintenance
7/31/21	16739	Operating	Shred Monkey	\$40.00	\$40.00	Shredding
7/31/21	16740	Operating	Simplifile	\$2,280.00	\$2,280.00	Filing Fees
7/31/21	16741	Operating	Taylor Oil Company, Inc.	\$2,372.17	\$2,372.17	Fuel
7/31/21	16742	Reserve for R	Motion Industries	\$4,205.49	\$4,205.49	SMR7-25-1 Orbal Repairs
8/3/21	16744	Operating	Merrell Brothers, Inc.	\$123.00	\$123.00	IDS - Disposal
8/3/21	16745	Operating	Office Pride	\$1,750.00	\$1,750.00	July cleaning - adjusted
8/3/21	16746	Operating	Office Pride	\$2,165.00	\$2,165.00	August cleaning
8/3/21	16749	Operating	Merrell Brothers, Inc.	\$11,263.77	\$11,263.77	Biosolid disposal
8/3/21	16751	Operating	Timothy or April Culbertson	\$103.96	\$103.96	Refund-overpayment
7/28/21	100049	Huntington Bo	GRW	\$5,273.80	\$5,273.80	CIP-Proj 1902 Plant Expansion

Payment date	Check number	Bank name	Payee name	Amount	Amount Allowed	Description
7/28/21	100049	Huntington Bo	GRW	\$11,960.00	\$11,960.00	CIP-Proj 1902 Plant Expansion
7/31/21	100050	Huntington Bo	Centier Bank	\$90,743.66	\$90,743.66	CIP-Proj 1902 Plant Expansion
7/31/21	100051	Huntington Bo	Thieneman Construction, Inc.	\$816,693.00	\$816,693.00	CIP-Proj 1902 Plant Expansion
7/12/21	2021334	Operating	ADP	\$66,804.38	\$66,804.38	Payroll PPE 7/9/21
7/12/21	2021335	Operating	Empower Retirement (Hoosier STA	\$8,546.00	\$8,546.00	Payroll PPE 7/9/21
7/16/21	2021337	Operating	ADP	\$373.14	\$373.14	Payroll/T & A
7/19/21	2021338	Operating	CenterPoint Energy/Vectren Energy	\$114.43	\$114.43	Plant Gas
7/19/21	2021339	Operating	Anthem Blue Cross and Blue Shield	\$319.02	\$319.02	Vision insurance
7/19/21	2021340	Operating	Anthem Blue Cross Blue Shield - HI	\$20,245.02	\$20,245.02	H ins-August
7/22/21	2021342	Operating	AT&T Mobility	\$2,203.63	\$2,203.63	Employee cell phones
7/23/21	2021343	Operating	CenterPoint Energy/Vectren Energy	\$47.02	\$47.02	LS2 Gas
7/23/21	2021344	Operating	CenterPoint Energy/Vectren Energy	\$19.00	\$19.00	LS10 Gas
7/30/21	2021345	Operating	AT & T	\$1,380.69	\$1,380.69	Internet Service
7/30/21	2021346	Operating	Comcast	\$214.87	\$214.87	Backup Internet
7/26/21	2021347	Operating	Mutual of Omaha	\$3,659.77	\$3,659.77	H ins-August
7/26/21	2021348	Operating	Duke Energy	\$1,066.36	\$1,066.36	LS 11
7/26/21	2021349	Operating	ADP	\$65,847.61	\$65,847.61	Payroll PPE 7/23/21
7/26/21	2021350	Operating	Empower Retirement (Hoosier STA	\$8,528.36	\$8,528.36	Payroll PPE 7/23/21
7/28/21	2021351	Operating	Republic Services #761	\$5,309.66	\$5,309.66	Drying bed clean out
7/30/21	2021352	Operating	Citizens State Bank	\$20.00	\$20.00	Bank fee
8/2/21	2021353	Operating	Lincoln Financial Group	\$58.72	\$58.72	Insurance
8/3/21	2021354	Operating	LogMein USA, Inc.	\$729.34	\$729.34	Phone service
8/5/21	2021355	Operating	Duke Energy	\$326.82	\$326.82	LS 21
8/9/21	2021356	Operating	Duke Energy	\$230.06	\$230.06	LS 19
8/5/21	2021357	Operating	Duke Energy	\$152.19	\$152.19	LS 5
8/6/21	2021358	Operating	Duke Energy	\$659.33	\$659.33	LS 26
8/13/21	2021359	Operating	Duke Energy	\$23,540.12	\$23,540.12	Plant
8/11/21	2021360	Operating	Duke Energy	\$828.61	\$828.61	LS 14
8/13/21	2021361	Operating	Duke Energy	\$324.43	\$324.43	LS 16
8/12/21	2021362	Operating	Duke Energy	\$1,274.95	\$1,274.95	LS 17
8/5/21	2021363	Operating	Duke Energy	\$2,115.35	\$2,115.35	LS 1
8/3/21	2021364	Operating	Duke Energy	\$55.63	\$55.63	LS 6
8/16/21	4/22/34	Operating	Duke Energy	\$402.83	\$402.83	LS 23
7/1/21	2021365	Operating	Citizens Energy	\$48.64	\$48.64	LS 17
7/1/21	2021366	Operating	Citizens Energy	\$94.14	\$94.14	Plant
				\$1,454,242.15	\$1,454,242.15	
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						
			\$1,454,242.15			

Docket Report Information

For the period 7/12/21-8/3/21

CIP-Proj 2004 R4R LS 1 Gen replacement	\$32,971.60
CIP - Proj 1902 Plant Expansion	\$924,670.46
CIP-Lab Software	\$8,858.00
CIP - Proj 2103 Neighborhood Sewers	\$9,220.00
CIP-Proj 1802 Haver Way	\$3,527.28
CIP-LS2 Odor Control - R4R	\$44,865.00
CIP-Push camera	<u>\$8,995.00</u>
	\$1,033,107.34
District Insurance	\$24,223.81
Treatment Flow to Carmel Utilities	\$96,897.14
Other Expenses	\$300,013.86
Total Claims	\$1,454,242.15

Selected Statistics 2021	January	February	March	April	May	June	July	2021 Monthly Average	2021 YTD	2020 Total Through July
Maintenance Information										
Lateral Inspections	36	26	17	26	23	27	27	26	182	173
Certified I&I Inspections	24	26	34	38	36	34	44	34	236	273
Failed I&I Inspections	0	0	0	0	0	0	0	0	0	7
Sewer Locates	464	384	421	417	499	408	340	419	2,933	3,581
Manholes Added	62	3	0	14	2	14	0	14	95	31
Total # of Manholes	5,948	5,951	5,951	5,965	5,967	5,981	5,981	N/A	5,981	5,917
Manholes Inspected	203	481	808	342	120	2	0	279	1,956	1,901
Feet of Sewer Added	28,089	1,234	11	1,776	198	3,859	0	5,024	35,167	9,543
Total Footage of Sewers	1,699,903	1,701,137	1,701,148	1,702,924	1,703,122	1,706,981	1,706,981	N/A	1,706,981	1,681,098
Feet of Sewer Televised	17,293	0	4,425	18,367	29,062	27,224	39,103	19,353	135,474	177,114
Feet of Sewer Cleaned	0	180	0	0	0	388	2,495	438	3,063	8,326
Overflows	0	0	1	2	0	0	0	0	3	3
Feet of LPFM Cleaned	6,617	0	0	0	0	0	0	945	6,617	67,264
LS 1 to Carmel Utilities										
Rainfall/Precipitation (inches)	0.87	1.14	4.06	3.45	3.13	4.31	6.00	3.28	22.96	25.8
Total Flow (gallons)	54,031,909	46,768,362	65,551,000	49,290,097	55,723,745	50,447,057	59,545,841	54,479,716	381,358,011	404,859,931
Max Daily Flow (gallons)	2,842,113	3,136,724	3,102,000	2,256,748	2,590,619	2,092,106	3,022,677	N/A	3,136,724	4,551,181
Average Daily Flow (gallons)	1,742,965	1,670,299	2,114,548	1,643,003	1,797,540	1,681,569	1,920,834	1,795,823	N/A	N/A
Min Daily Flow (gallons)	1,374,527	1,291,312	1,445,000	1,004,331	1,361,808	1,367,682	1,195,455	N/A	1,004,331	1,231,340
TriCo WRRF										
Total Flow (gallons)	83,802,321	63,901,000	78,069,000	64,278,000	72,024,000	70,047,000	110,506,000	77,518,189	542,627,321	621,345,764
Max Daily Flow (gallons)	3,314,154	2,995,000	5,351,000	3,116,000	3,581,000	2,705,000	4,686,000	N/A	5,351,000	7,015,000
Average Daily Flow (gallons)	2,703,301	2,282,179	2,518,354	2,142,600	2,323,355	2,334,900	3,564,710	2,552,771	N/A	N/A
Min Daily Flow (gallons)	2,354,511	1,988,000	2,053,000	1,926,000	1,259,000	1,432,000	2,558,000	N/A	1,259,000	2,192,000
Total Flow to Both Plants	137,834,230	110,669,362	143,620,000	113,568,097	127,747,745	120,494,057	170,051,841	131,997,905	923,985,332	1,026,205,695
Biosolids Handling (gallons)										
Wasted (Biosolids)	1,273,800	1,237,400	1,252,090	1,208,200	1,152,300	1,791,900	1,278,100	1,313,399	9,193,790	10,496,300
Dewatered	548,000	395,000	398,000	398,000	363,000	660,000	677,000	491,286	3,439,000	4,364,000
Digested Sludge Withdrawn	700,000	744,000	615,000	711,000	784,000	1,142,000	871,000	795,286	5,567,000	5,824,000
Customer Information									16,096	
New Sewer Service Accounts	7	34	-4	17	24	24	4	15	106	161
Permits Issued	25	18	31	22	83	21	11	30	211	146



CAPITAL & CONSTRUCTION MEETING

Monday August 2, 2021, at 4:30 p.m.

Memorandum

Mr. Pittman called the meeting to order at 4:37 p.m.

Members Present: Committee Chair Steve Pittman, members Amanda Foley and Jeff Hill. Others in attendance were Legal Counsel Anne Poindexter, Engineering Manager Wes Merkle, Utility Engineer Ryan Hartman, Collections Superintendent Aaron Strong and Administrative Assistant Maggie Crediford.

PUBLIC COMMENT

There was no one present from the public.

DEDICATION

Mr. Pittman read Staff's recommended action to accept the dedication of Jackson Grant Section 7 sanitary sewers. There was no discussion. The Committee will recommend the Board accept the sewer dedication.

MANHOLE REPAIR CONTRACT

Mr. Pittman read Staff's recommended action to award the 2021 Manhole Repair contract to Culy Contracting for \$28,500. There was no discussion. The Committee will recommend the Board award the 2021 Manhole Repair Contract to Culy Contracting.

ASSET MANAGEMENT SYSTEMS REPLACEMENT CONTRACT

Mr. Pittman read Staff's recommended action to approve an agreement with Cartegraph for installation of OMS Plus software subject to staff agreeing with the vendor on satisfactory scope and terms. Mr. Pittman asked Mr. Merkle to elaborate on the request. Mr. Merkle said Scot Watkins spearheaded the effort to find a more suitable asset management software program. The Utility first used Cartegraph beginning in 2004. Five or six years ago a switch was made to Hyperweb. The Hyperweb system never came to be what was promised from the developer. The time has come to move on from that system. Cartegraph offers good integration with the Utility's GIS system which is where much of the core data is stored currently. The asset management component will allow the Plant and Collections departments to issue work orders, track progress, track history of assets, and keep things from falling through the cracks. The system tracks and schedules preventive maintenance activities, customer service requests, permitting and projects. Good asset management software is critical for the Utility to operate efficiently and effectively.

Staff started searching for a new asset management software this summer following the strategic planning sessions where an operation goal was set to acquire a better system. Of the programs researched by Staff, Cartegraph was the best fit for the needs of the

Utility. Mr. Merkle said the Cartegraph system will replace Hyperweb. Jeff Martin will be doing some of the implementation in house. He is the Utility's GIS specialist and he developed much of the previous Cartegraph program that was used before Hyperweb. Staff is working on the terms of the agreement with Cartegraph; those should be worked out by next week's Board meeting. The implementation is \$25,000 plus the subscription costs which are \$15,785.71 for 2021 and \$48,777.61 for 2022. The Capital Budget for 2021 included \$50,000 for new asset management software.

Mr. Pittman asked if the Budget and Finance Committee will have the opportunity to review a budget increase needed to implement and subscribe to this software. Mrs. Poindexter and Mr. Merkle said they could discuss at next week's Board meeting. The Committee will recommend approval of the agreement with Cartegraph for installation of the OMS Plus software subject to staff agreeing with the vendor on satisfactory scope and terms.

#2103 EASEMENTS FOR 500 SOUTH AND LONG BROOK SEWER EXTENSIONS

Mr. Pittman read the recommended action by Staff to direct staff and legal counsel to continue easement acquisition efforts for the subject project, and to proceed with condemnation of easements if agreements cannot be reached with property owners. The Committee discussed issues Mr. Merkle and Mr. Hartman are having acquiring two of the easements needed for the project. The Committee will recommend the Board direct staff and legal counsel to continue easement acquisition efforts for the subject project and proceed with condemnation of easements if agreements cannot be reached with property owners.

CAPITAL PROJECTS

#1902 TriCo WRRF Expansion- Mr. Merkle asked if the committee members had any interest in a plant tour either before or after the August Board meeting. Ms. Foley said she would, neither Mr. Hill nor Mr. Pittman will attend the meeting. Mr. Pittman suggested that perhaps he and Mr. Hill could do a tour another time. Mr. Merkle said the new clarifiers and vertical loop reactors (VLRs) are empty and the contractor is finishing the equipment installation. He believes it would be beneficial for the Board members to see the tanks before they are filled and in service. All the tanks are in, concrete cleanup is underway. Equipment installation is taking place throughout the site. Equipment startups will be taking place over the next couple of months. Completion of the project is expected in December 2021. Issues Staff was having with the contractor have subsided and the work is getting completed.

#1906 Eagle Creek Outfall Sewer Expansion- The restoration work should be complete by the end of the week. Overall, the project was successful and the affected property owners are happy with the results.

#2002 Lift Station 2 Odor Control Replacement- Installation of the new equipment is underway; startup should take place later this month.

#2101 Little Eagle Creek Interceptor Extension- There are four property owners that staff has been working with to acquire easements. Three are reluctant. Staff met with property owners discuss the project, answer questions and understand concerns. Three property owners are reluctant to come to grant easements. Mr. Merkle said one property owner indicated he may fight to slow or stop the project. Mr. Pittman commended staff on how professional and fair he feels they are on working with property owners when acquiring easements and only use eminent domain when negotiation attempts have been exhausted.

#2103 Long Brook, Bridlewood & Countrywood Sewer Extension- The Utility has received the construction permit from IDEM. Work will begin in the coming weeks. Staff continues to work on securing easements for Long Brook and 500 South, however construction can move forward in other neighborhoods first. Construction should be complete and in service in the fall.

ADJOURNMENT

The meeting adjourned at 5:08 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Wes Merkle', with a stylized, cursive script.

Wes Merkle
Engineering Manager



MEMORANDUM

To: Board of Trustees
From: Wes Merkle
Date: August 4, 2021
Subject: Dedications

Jacksons Grant Section 7 sanitary sewers are complete and ready for dedication. The C&C Committing recommends acceptance of these sewers.

Recommended Action: Accept the dedication of Jacksons Grant Section 7 sanitary sewers.



MEMORANDUM

To: Board of Trustees
From: Aaron Strong
Date: August 4, 2021
Subject: Manhole Repair Contract

Staff inspected approximately 2,000 manholes in the year 3 manhole inspection cycle. While staff repaired many deficiencies in house, other deficiencies require specialized equipment to repair including spray on epoxy liners, grout injection and asphalt cutting.

The following quotes were received on July 9, 2021 for the subject project and presented to the C&C Committee:

Culy Contracting	\$ 28,500
Structured Solutions	\$ 33,042
IRE	Did not respond

Culy Contracting was the lowest responsive and responsible quoter. The C&C Committee is recommending the Board award the contract to Culy Contracting.

Recommended Action: Award the 2021 Manhole Repair contract to Culy Contracting for \$28,500.



MEMORANDUM

To: Board of Trustees

From: Scot Watkins

Date: August 4, 2021

Subject: Asset Management Software Replacement

The following information was presented to the C&C Committee.

The existing Asset Management Software, HiperWeb, was implemented in 2016. Due to the ongoing issues with the current software and vendor, including problems with asset access, reporting and disappointing technical support, TriCo staff began to evaluate alternatives in 2020. During the strategic planning sessions, a known shortcoming and high priority item was our existing asset and workflow management system. After exploring three systems, staff determined that Cartegraph Operations Management System (OMS) Plus solution is the best fit for TriCo. The Cities of Franklin and LaPorte, Monroe and Tippecanoe Counties also use OMS which may offer additional opportunities to share functions and reporting.

Below is an overview of the platform:

Request Management (Customer Service both internal and external)

- All incoming requests are routed to the request section of Cartegraph OMS. Staff can review the requests, assign work to them, and the request can be tracked through completion. Notifications can be set to automatically notify requesters when a request has been received and completed. You can also filter the notifications to reflect desired information such as high-priority requests or work.

Work Management

- Cartegraph One (Mobile Application)
 - Switch between available base map options.
 - View your entire asset inventory, update inventory and view/edit attribute information.
 - Perform asset assessments including inspections or other tasks.
 - Attach photos using your on-board camera or photo library.
 - Identify your current location on the map, view proximity information.
 - Sort assigned tasks by priority, date, and proximity.
 - Create and complete both an asset and non-asset related work activities.

Resource Management

- Load multiple rates for an individual resource. For example, standard rate and overtime rate.
- Manage purchasing and inventory information for materials.
- Track quantity-on-hand automatically decremented based on materials used.
- System generated notifications can remind staff when a material has hit its user-defined re-order point.
- Identify vendor price quotes and set primary vendor as default price when stocking material.

Asset Management

- Uniquely identify and quickly create any asset.
- Estimate the remaining life of assets.
- View graphs of the actual and predicted performance of individual assets.
- Add and view attachments.
- View asset details to see cost-to-date to maintain an asset.
- Use container/component relationship to manage assets within assets. Examples include facilities with control panels, pumps, VFD's, fences, ect.
- Set up preventative maintenance schedules on assets to trigger work automatically based on condition, time, and usage.

Wastewater Treatment Plant Domain

- Meet and easily monitor NPDES, CWA, IDEM, and other compliance requirements with quick reporting and live dashboards all in Cartegraph.
- Capture, track, and update data anywhere with the Cartegraph's mobile capabilities whether you are underground and without service or outdoors in the field.
- Integrate with practically any software from SCADA to facility and finance solutions to have all your data in one place for making budget-saving decisions.

Sanitary Sewer Domain

- Proactively inspect sewers using attached CCTV footage with automated follow up tasks in Cartegraph to avoid overflows and breaks.
- Work from anywhere with an easy-to-use in the field mobile app for iOS and Android to quickly create, track, and complete work, all in the field.

Fleet Domain

- Have a digitized inventory of their fleet equipment, not just vehicles.
- Assign, schedule, and complete maintenance tasks like oil changes or unexpected repairs.
- Track materials and resources used for everyday maintenance and their costs for a complete picture of the cost to maintain.
- Optimize fuel usage with direct fuel management integrations and automated tasks based on mileage.

Budget & Planning

- Support fiscal year planning process.
- Estimate cost to meet identified targets.



MEMORANDUM

To: Board of Trustees

From: Wes Merkle

Date: August 4, 2021

Subject: #2103 Easements for 500 South and Long Brook Sewer Extensions

Four easements are required to complete the subject project; two easements for 500 South and two easements for Long Brook. Staff has contacted or attempted contact with all property owners. Staff expects to reach an agreement with two of the property owners. One property owner, Roberson, has been unresponsive and another, Buckingham MR, has unreasonable expectations for compensation. Staff sent statutory offers to both property owners on July 13.

While staff continues to work on securing easements for Long Brook and 500 South, construction can go forward in other neighborhoods first. Sewers should be complete and in service this fall. The 500 South sewer extension will serve a property owner who currently has a failed septic system, making acquisition of the Roberson easement time sensitive.

Recommended Action: Direct staff and legal counsel to continue easement acquisition efforts for the subject project, and proceed with condemnation of easements if agreements cannot be reached with property owners.

- Estimate the impact of identifying funding.
- Compare scenarios to help with a justification of funds.
 - Reporting
 - GIS-Centric Architecture
 - Built-in ESRI Base maps
 - Data Collection Tools

Implementation is expected to be complete by the end of 2021. The estimated cost including implementation is \$40,785.71 for 2021. The capital budget included \$50,000 for this software. The annual subscription cost for 2022 is \$48,777.61.

Staff is working with Cartegraph to finalize scope and terms of the agreement. Assuming we can reach an agreement, staff desires to move forward with a new asset management system that is expected to further improve TriCo's effectiveness and efficiency.

The C&C Committee will recommend approval of the agreement with Cartegraph for installation of the OMS Plus software subject to staff agreeing with the vendor on satisfactory scope and terms.

Recommended Board Action: Approve the agreement with Cartegraph for installation of the OMS Plus software subject to staff agreeing with the vendor on satisfactory scope and terms.