



## BOARD OF TRUSTEE MEETING

---

Monday, June 13, 2022, 6:00 p.m.  
Memorandum

Mr. Mills called the meeting to Order at 6:08 p.m.

### **ROLL CALL**

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

Jane Merrill was absent.

### **PUBLIC HEARING SEWER USER RATE ORDINANCE 5-9-2022**

Mr. Mills opened the public hearing at 6:08 p.m. There was no one present from the public. The public hearing was closed at 6:08 p.m.

### **APPROVAL OF MEETING MEMORANDUM**

#### **May 9, 2022, Board Memo**

Mr. McDonald made a motion to approve the May 9, 2022, Board meeting memorandum. Mr. Ryerson seconded the motion, and it was unanimously approved.

#### **May 9, 2022, Executive Session Memo**

Mr. Hill made a motion to approve the May 9, 2022, Executive Session meeting memorandum. Mr. Pittman seconded the motion, and it was unanimously approved.

### **APPROVAL OF CLAIMS DOCKET**

Ms. Sheeks said the only large monthly payment was for the bond and interest payment due July 1<sup>st</sup>. for \$685,010. Mr. Mills asked what the interest rate is on the bond. Ms. Sheeks said 2.843%. Mr. Mills said interest rates for bonds are currently at 4.5 to 5%.

Mr. Kimbell made a motion to approve the claims docket. Mr. Hill seconded the motion, and it was unanimously approved.

### **ATTORNEY'S REPORT**

The attorneys had no report.

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

Mr. Williams said Melissa Tetrick the new Customer Service Assistant started a few weeks ago. Jazmine Ealy the new Billing assistant started last Tuesday. Customer Service has been busy

with two new employees and one on vacation for a week and a half, but things have gone smoothly.

The new truck arrived. The dealer said he had to hide it on the lot because so many people were stopping and asking to purchase it.

Construction is finishing up at the plant. Seeding has been completed. Staff should see final numbers for the project next month, it is expected to come in under budget. Mr. McDonald asked if there are plans for a ribbon cutting ceremony. Mr. Williams said once everything is complete, we will be hosting a community open house with a ribbon cutting. He wants to make sure the odor control unit is fully operational.

Staff will host a booth at CarmelFest by the gazebo again this year.

Mr. McDonald asked which business was cited for a FOG violation. Mr. Williams said Jackie's Restaurant located on Michigan Road. Their business has grown but they have not updated their pretreatment devices to keep up with their growth. The restaurant has not worked with staff to make corrections. Testing has shown that they are in violation of discharge limits. Fees are now being issued per the ordinance.

## **COMMITTEE REPORTS**

### **Budget & Finance Committee**

Mr. McDonald said the Budget and Finance Committee did not meet.

### **Personnel & Benefits Committee**

Mr. Kimbell said the Committee has met twice working on revisions to the proposed mid-year salary adjustments and updates to the step system. Mr. Kimbell anticipates having another meeting then sending a recommendation to Budget and Finance for review before making a recommendation to the Board for approval.

### **Capital & Construction Committee**

#### **Stationary generators for Lift Stations 11, 14 & 26**

Ms. Foley made a motion to approve purchasing standby generators and automatic transfer switches from Interstate Power Systems, Inc. for \$184,952. Mr. Pittman seconded the motion, and it was unanimously approved.

#### **Pump Replacement for Lift Stations 18, 20 & 21, and Impeller Upgrade for Lift Station 17**

Ms. Foley made a motion to approve purchasing replacement pumps from Xylem Water Solutions USA, Inc. for \$103,356.17. Mr. Hill seconded the motion, and it was unanimously approved.

## **OLD BUSINESS**

### **Second Reading of Sewer User Rate Ordinance 05-9-2022.**

Mr. Mills gave the second reading of Sewer User Rate Ordinance 05-9-2022 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 05-10-2021-R.

Mr. Pittman made a motion to approve Ordinance No. 05-9-2022. Mr. Kimbell seconded the motion, and it was unanimously approved.

Mr. Wyatt asked the Board to consider a motion to delay the implementation of the new rates until August 1, 2022, as it relates to balanced billing adjustments. Mr. Williams had indicated to him that there may be an operational issue with the meter readings. Ms. Sheeks explained the billing staff is working with a new software system and the programmers to make sure that reads received from Carmel Utilities and Citizens are accurate to implement balanced billing on July 1, 2022. It's not a certainty that a delay is needed but there is a possibility.

Mr. Pittman made a motion to give staff the discretion needed to delay billing on the new ordinance up to but no later than August 1, 2022. If the software is ready by July 1, 2022, staff has discretion to bill the new rates at that time. Mr. Hand seconded the motion, Mr. McDonald asked if it is delayed to August would rate payers see a significantly higher bill at that time. Ms. Sheeks said no, balanced billing and rate increases are always done simultaneously. The rate increase is not the issue, it is receiving accurate reads for the customers prior winter usage and adjusting their rate for those prior six months. The motion was unanimously approved.

Mr. Hill asked who is affected by balanced billing. Ms. Sheeks said each year residential billing is adjusted for customers average water usage from November to April and the next 12 months of billing is based off that usage. Commercial reads are billed on actual usage collected each month not balanced billing.

### **Easement Acquisition**

Mr. Wyatt said Arbor Homes is looking to extend service to a new development. An alternative proposal has been made eliminating the need to acquire easements through condemnation at this time, if the Board would like to move forward with the alternative proposal no action is needed regarding the condemnation of easements at this time. The Board took no action regarding easements.

### **NEW BUSINESS**

Mr. Mills mentioned that he attended the Utility's 47<sup>th</sup> Anniversary Recognition with staff a couple of weeks ago and enjoyed treats from the Kona Ice Truck with staff.

Mr. Williams gave an update on what he has learned about the plans to add sewer and water service the Baker's Corner. He will continue to monitor the progress and keep in touch with the parties to see if there is any need or desire for assistance from TriCo.

### **ADJOURNMENT**

Mr. Pittman made a motion to adjourn the meeting. Mr. Ryerson seconded the motion, the meeting adjourned at 6:29 p.m.

The next Board of Trustees Meeting is scheduled for Monday, July 11 at 6:00 p.m.

Respectfully submitted, ,

*Andrew Williams*

Andrew Williams  
Utility Director

Approved:

X as Presented  
       as Amended

*Michael McDonald*  
Michael McDonald, Secretary

*Carl Mills*  
Carl Mills, President