



## JOINT BUDGET & FINANCE COMMITTEE AND BOARD OF TRUSTEES MEETING

Friday, January 27, 2023, at 7:30 a.m.

### Memorandum

Ms. Merrill called the meeting to order at 7:33 a.m.

Members Present: Committee Chair Jane Merrill, members Michael McDonald and Carl Mills. Others in attendance were Legal Counsel Scott Wyatt, Controller Cindy Sheeks, Engineering Manager Wes Merkle, Pretreatment Coordinator Shaun Odom, and Administrative Assistant Maggie Crediford.

### **PUBLIC COMMENT**

There was no one present from the public.

### **FINANCIAL STATEMENTS**

The Committee had no questions for Ms. Sheeks. Mr. McDonald noted that projections for residential and commercial revenues came in close to budget for 2022. Ms. Sheeks said staff will not be asking the committee for a transfer resolution this year. The funds ended with positive balances.

### **STALE DATED CHECKS**

Ms. Sheeks said the stale dated checks are refund checks that have not been cashed in two years. The State of Indiana says outstanding checks can be voided if not cashed within two years. The Committee will recommend the Board voids the proposed stale dated checks from 2020.

### **CITIZENS WATER AGREEMENT**

Ms. Sheeks said TriCo purchases water reads monthly from Carmel and Citizens Water. Citizens has not been consistent with their billing over the years. They have had several staff changes. Someone new has been hired and is working towards a more consistent billing process. Citizens is proposing \$250 a month to purchase the commercial water usage reads, as well as the two-yearly reads needed to do balanced billing for residential customers. Ms. Sheeks said the fee is reasonable. The Committee will recommend the Board approve the proposed Citizens Water Agreement.

Mr. Wyatt said that Mrs. Poindexter reviewed the contract and had a couple suggestions. In the informational paragraph they refer to TriCo as a "Unit". Technically TriCo is not a Unit, but it is referring to TriCo as a Unit in the body of the agreement and probably doesn't need to be changed. Mrs. Poindexter had a question about fee increases at the end of page one where they have 30 days to give notice of a fee increase but TriCo can only terminate the agreement with 60 days written notice. Ms. Sheeks said the reads are needed and TriCo would not be terminating the agreement and she is comfortable with those terms. Under paragraph 14 Poindexter, Altman and Wyatt should be included in

copies sent. In Exhibit A under statement of work, it says TriCo needs to submit questions to Citizens within two business days. Mrs. Poindexter wanted to know if that is reasonable. Ms. Sheeks said it is, and noted, Citizens made an adjustment for TriCo to reflect that commercial reads are purchased monthly while residential reads are purchased twice a year. The Committee will recommend the Board approve the Citizens Water Agreement.

### **FOG ORDINANCE VIOLATION**

Mr. Odom said sampling has been reinstated for C&C Realty and Jacquie's Café. Reed Carlson owner of C&C Realty has pushed the onus to remedy the problem back to Jacquie's Café. There was an agreement for them to provide TriCo with weekly updates and those were only provided when Mr. Odom requested them. They have had lots of appointments, proposals, and quotes from plumbers, but no work has been done to fix the issue. Jacquie had a plumber on site this week. Mr. Odom stopped and explained to the plumber what TriCo needs regarding FOG removal. While speaking with the plumber Mr. Carlson showed up and began telling the plumber what they need to do even though the plumber was hired by Jacquie to assess the issue. There is a dispute between Jacquie and C&C Realty about responsibility for the plumbing lines, in her lease it says Jacquie is, but other lines from other buildings on the property may have been tied into her line causing questions about responsibility. Mr. Odom has explained to Jacquie and C&C Realty that those issues must be resolved by them, and TriCo's only interest in the matter is the amount of FOG being distributed into TriCo's sewer main. How they decide to remedy the issue is out of TriCo's scope. Billing and fines are assessed to the property and its owner per the FOG Ordinance as they are the owner of the private sewer line that is discharging into TriCo's collection system.

Samplings resumed this past week, and the property has violated two more times. The first sample came in at 294 mg per liter, TriCo's limit is 150 mg per liter, and the second sample came in at 264 mg per liter and was their sixth sample violation. Four violations and beyond must be brought before the Board to discuss fine assessments and amounts. The last fine they received was for \$2,500 which was originally held in abeyance and then released for payment after further violations. To date the bill for the property and the fine are both paid in full.

The Committee thanked Mr. Odom for all his work on this issue and commended him for keeping on top of the situation. The Committee will recommend the Board discuss and potentially assess additional fines to C&C Realty for the latest violations to the FOG Ordinance.

### **OTHER BUSINESS**

Mr. McDonald presented a tool he used to assess TriCo's website cyber security health and asked that it be shared with Mr. Watkins and Mr. Williams and added to the Board meeting Agenda for February. Ms. Crediford will give them the report and ask them to respond to Mr. McDonald's questions at the February 13, 2023, Board meeting.

Ms. Crediford asked the Committee if they have a preference on moving the November 2023 meeting date as if falls on a Utility Holiday. The Committee decided to move that meeting to the first Friday in December 2023.

**ADJOURNMENT**

The meeting adjourned at 8:14 a.m.

Respectfully Submitted,

*Cindy Sheeks*

Cindy Sheeks  
Controller