



Clay Township Regional Waste District

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Board of Trustees Meeting Agenda **Monday, February 13, 2017 @ 7:00 p.m.** **Clay Township Government Center** **10701 N. College Avenue, Indianapolis, IN 46280**

- 1. Roll Call**
- 2. Public Hearing** – Ordinance 12-12-2016 – District Wide Fees
- 3. Approval of Meeting Memorandum**
 - a. January 9, 2017
- 4. Public Comment**
- 5. Attorney's Report**
 - a. Project Updates
 - b. Report of Pending Litigation
- 6. Utility Director's Report**
 - a. Director's Report
- 7. Committee Reports**
 - a. Budget & Finance Committee
 - i. Second Reading Ordinance 12-12-2016 – District Wide Fees
 - ii. Update Check Signer
 - b. Personnel & Benefits Committee
 - c. Capital & Construction Committee
 - i. Dedication: Indianapolis, Indiana Temple
 - ii. Byrum Parcel
- 8. Old Business**
 - a. Office Consolidation Presentation
 - b. Customer Survey Presentation by BPS
- 9. New Business**
 - a. Appointment of At-Large Member of the Executive Committee
 - b. Claims Docket
- 10. Adjourn**

ORDINANCE 12-12-2016
District Wide Fees

An ordinance establishing district wide connection fee, interceptor fee, application and reinspection charges to be collected from owners of properties to be served by the sewage works of the District and matters connected therewith, replacing Ordinance 01-11-2016.

Now, therefore, be it ordained by the Board of Trustees of the Clay Township Regional Waste District, Indiana:

Section 1. The District Wide Connection Fee, Interceptor Fee, Application and Re-inspection Charges established in Ordinance 01-11-2016 and all prior ordinances are hereby amended and set forth as follows:

A. District Wide Connection Charge.

1. Prior to receiving a permit to connect to the sewer works for the District, the owner, lessee or developer of any real estate within the District shall pay to the District a connection fee of One Thousand Eight Hundred Eighteen Dollars (\$1,818.00) per EDU (based upon 310 GPD). The estimated average daily flow in thousands of gallons per day for the real estate to be served by the District shall be determined based upon the proposed use of the real estate to be served, and shall then be calculated using the number and type of units or premises to be located on the real estate and the applicable equivalent user contribution multiplies as set forth by the Indiana Administrative Code 327 IAC 3-6-11.
2. The owner, lessee or developer of the real estate may submit data to the District which purports to provide a more accurate estimation of the average daily flow (for example from water bills or other actual data setting forth flow from similar facilities). Upon receipt and review of the data provided, the District, may in its absolute discretion, but is not required to agree to an EDU amount that is other than the amount determined pursuant to A.1. above.
3. Residential lots previously containing a dwelling that was connected to the District's sanitary sewers and having paid a monthly sewer service billing are exempt from the connection charge in the event the dwelling is demolished and new residential dwelling built on the same real estate.

B. District Wide Interceptor Fee.

In addition to the connection charge set forth above based upon EDU's there is also due prior to the receipt of a permit, an interceptor charge of Four Thousand Seventy Five Dollars (\$4,075.00) per acre. However, residential lots previously containing a dwelling that was connected to the District's sanitary sewers and having paid a monthly sewer service billing are exempt from the interceptor fee in the event the dwelling is demolished and new residential dwelling built on the same real estate. Lots and parcels that are part of a District neighborhood sewer extension project in which local sewer charges are assessed by ordinance are also exempt.

- C. Application Fee. A One Hundred Fifty Dollar (\$150.00) per EDU (up to a maximum of Three Thousand Dollars (\$3,000.00 per permit) application fee is due and payable at the time of issuance of the connection permit.
- D. Re-inspection Fee. In the event any real estate to be connected to the District's system has failed an inspection, or in the event the real estate requires more than two (2) inspections, the owner shall pay One Hundred Dollars (\$100.00) for each re-inspection or additional inspection.
- E. Prior Connection, Interceptor, and Application Fees. The connection, interceptor, application fees and reinspection fees established under the Ordinance shall preempt and supersede and wholly replace the connection, interceptor, application and reinspection fees previously established under Ordinance 01-11-2016, and any other prior Ordinances of the District as the same may be amended from time to time by the District. Nothing in the Ordinance shall be construed as limiting the applicability of the District's various use ordinances or other definitions or terms contained in other Ordinances, exception only the specific dollar interceptor, connection, application and reinspection fees set forth therein.

Section 2. Severability

The invalidity of any section, clause, sentence, or provision of this Ordinance shall not affect the validity of any part of this Ordinance which can be given effect without such invalid part or parts.

Section 3. Effective Date

This Ordinance shall be in full force and effect upon adoption.

Executed this _____ day of _____ 2017.

CLAY TOWNSHIP REGIONAL WASTE DISTRICT by its Trustees:

By: _____
Marilyn Anderson

By: _____
Eric Hand

By: _____
Barb Lamb

By: _____
Carl Mills

By: _____
Jane Merrill

By: _____
Mike Shaver

By: _____
Michael McDonald

By: _____
Steve Pittman

By: _____
Chuck Ford



BOARD OF TRUSTEES MEETING
Monday, January 9, 2017 @ 7:00 p.m.
Memorandum

Ms. Anderson called the meeting to order at 7:00 p.m.

ROLL CALL

Present: Board President Marilyn Anderson, Treasurer Jane Merrill, Secretary Michael McDonald, Members Carl Mills, Barb Lamb, Eric Hand, Chuck Ford and Steve Pittman. Also in attendance: Utility Director Drew Williams and Legal Counsel Anne Poindexter.

Absent: Mike Shaver

The audience sheet is attached.

SERVICE RECOGNITION - Joe Clark and Amanda Foley.

Mr. Williams acknowledged the many accomplishments during their service. Both Mr. Clark and Ms. Foley served on the C&C Committee; and Mr. Clark served on the P&B Committee. Some of the highlights during their years of service included the revision of the employee handbook; Basin 1 wet weather overflow improvements; extending sewer service to the Edgewood neighborhood; numerous awards honoring the District for various achievements in the community and in the State, the WWTP Expansion Project; and the NE Regional Lift Station (Jackson's Grant) and many others.

Ms. Anderson also thanked both Mr. Clark and Ms. Foley, acknowledging their engineering and management skills. She noted that both members consistently listened carefully at meetings and spoke up when their expertise was needed most. She said that they will both be missed. Ms. Anderson presented them with engraved clocks in recognition of their service.

ELECTION OF OFFICERS

Ms. Anderson called for the nomination of officers for 2017.

A motion was made by Ms. Merrill to nominate and approve the officers as follows: Marilyn Anderson, President; Steve Pittman, Vice President; Jane Merrill, Treasurer; and Michael McDonald, Secretary. Ms. Anderson asked for other nominations and seeing none, called for the vote. The motion was approved unanimously.

COMMITTEE ASSIGNMENTS

Ms. Anderson made the following recommendations:

Budget & Finance Committee: Jane Merrill – Chair, Carl Mills and Mike McDonald
Personnel & Benefits Committee: Barb Lamb – Chair, Chuck Ford and Mike Shaver
Capital & Construction Committee: Steve Pittman - Chair, Marilyn Anderson and Eric Hand

A motion was made by Ms. Merrill to approve the committee recommendations and was seconded by Mr. Pittman. The motion was approved unanimously.

APPROVAL OF MEMORANDUMS

A motion was made by Mr. McDonald to approve the December 12, 2016 Board Meeting Memorandum and was seconded by Ms. Merrill. The motion was approved unanimously, with an abstention by Ms. Lamb.

A motion was made by Ms. Merrill to approve the December 13, 2016 Executive Session Meeting Memorandum and was seconded by Mr. Pittman. The motion was approved unanimously, with an abstention by Ms. Lamb.

A motion was made by Ms. Merrill to approve the December 13, 2016 Executive Committee Meeting Memorandum and was seconded by Mr. Ford. The motion was approved unanimously, with an abstention by Ms. Lamb.

PUBLIC COMMENTS

There were no public comments.

ATTORNEY'S REPORT

There were no items to report.

UTILITY DIRECTOR'S REPORT

Mr. Williams reported that BPS, the marketing firm contracted by the District, is working with a local research agency to conduct a survey of a sampling of our customers to determine their perception of the District. The results will be used in several ways, including how customers prefer to be billed and receive communications from the District and whether a name change is needed to better identify the District. BPS will subsequently schedule an evening brainstorming session during the first week of February. Possible dates: February 6, 7 or 8. Board Members are welcome to participate as well as employees.

Staff will meet with Blackline on Friday January 13 to continue pursuing the feasibility of consolidating the administrative office at the WWTP. Once the costs and feasibility are determined, staff will bring the information to the committees and then the Board for a final determination.

Mr. Williams updated the status of a parcel located at 146th St. and Shelborne, in Westfield. The Owner continues to pursue Citizens Wastewater Westfield in an effort to be excluded from their territory since they have no plans to extend sewer service to his property in the near future.

Mr. McDonald asked about the change of the IT Company to ITIndianapolis. Mr. Williams replied that the former provider grew in its customer base and was then sold. This diminished the level of service, necessitating the change.

BUDGET & FINANCE COMMITTEE

Ms. Merrill inquired about the Fee Ordinance 12-12-2016 that was introduced at the December 12, 2016 Board Meeting. Mr. Williams explained that the second reading will take place at the February 13 meeting for a second reading.

The committee did not meet in December.

PERSONNEL & BENEFITS COMMITTEE

The Committee did not meet in December.

CAPITAL & CONSTRUCTION COMMITTEE

A motion was made by Mr. Pittman to approve the dedication of Oxford Woods Sanitary Sewer and was seconded by Mr. Ford. The motion was approved unanimously.

Mr. Merkle provided updates on the following projects:

Lift Station 17 Odor Control system is up and running.

WWTP Odor Control components are arriving daily and will be installed as weather permits. This project is expected to be complete by the end of February.

The 106th Street Parallel Force Main project is slow starting; however this is not expected to be complete until September.

Gradex was awarded the contract for the Springmill Interceptor Project and should be starting within the next couple of weeks.

Miller Pipeline should be getting started very soon on the Queens Manor and Estancia Neighborhood Sewer Project. The property owners seem very receptive to the project.

The WWTP Outfall Project is in design and staff is hopeful to begin the project this year.

96th Street & Keystone Project is moving through the design stage. A lot of utilities will need to relocate and the District appears to be taking the lead in this effort. The District will be reimbursed by the City of Carmel for lines located within existing easements.

EXECUTIVE COMMITTEE

A motion was made by Mr. McDonald to approve the 4% merit increase for the Utility Director and was seconded by Ms. Lamb. The motion was approved unanimously.

OLD BUSINESS

There were no items to report.

NEW BUSINESS

Mr. Williams highlighted a summary of the 2017 Goals and Objectives for the District. Mr. Hand asked if there is an existing Emergency Management Plan that just needs to be updated or if it needs to be created from scratch. Mr. Williams replied that there is an old plan that requires updates.

Ms. Lamb asked about the Surcharge agreement with the City of Carmel. Mr. Williams stated that the agreement is still being held up with attorney reviews on the part of the city. There is less of an urgency since there have not been the overflows. A motion was made by Mr. Pittman to accept the amended Goals and Objectives to reflect the word update instead of create for the Emergency Plan, and was seconded by Ms. Merrill. The motion was approved unanimously.

A motion was made by Ms. Merrill to approve the docket in the amount of \$581,203.35, and was seconded by Mr. Pittman. The motion was approved unanimously.

ADJOURN

A motion was made by Mr. Hand to adjourn the meeting and was seconded by Ms. Merrill. The motion was approved unanimously.

The meeting was adjourned at 7:39 p.m.

The next Board of Trustees Meeting is scheduled for Monday, February 13, 2017 at 7:00 p.m.

Respectfully submitted,



Andrew Williams
Utility Director

Approved:

_____ As Presented
_____ As Amended

Michael McDonald, Secretary

Marilyn Anderson, President



Clay Township Regional Waste District

www.ctrwd.org Phone (317) 844-9200 Fax (317) 844-9203

BOARD OF TRUSTEES MEETING

at Clay Township Government Center
January 9, 2017

Please sign in:

Name	Address	Phone
AARON Strong	CTRWD	
Tristyn Strong	Student	
Edie Miller	CTRWD	
Wes Mutch	CTRWD	
Cindy Sheeks	CTRWD	

THE CTRWD CONNECTION

Volume 10, Issue 2 February 2017
MONTHLY NEWSLETTER

CUSTOMER SERVICE / BILLING - SHELLY KEEFE

During January, the District received the Boone County lien payment of \$838.72 resulting from the fall property tax payments. This payment allowed for the release of 5 liens. The current lien balance is \$18,826.79. There was one contract account payoff, which leaves only 17 open contract accounts.

For the month of January, 32 new locations were added to billing. The total number of customers receiving their statement by email is now 2,164.

FINANCIALS - CINDY SHEEKS

December's revenues exceeded projections by \$6,251 and expenses were \$14,100 below budget. Residential sales were 3.74% higher than expected and commercial sales were 19% higher than expected. Commercial sales continue to remain above projections. Operating Expenses were 3.3% below budget. Treatment and collections costs were both below budget in December. Wages and administration category expenses were above the projected budget for the month. Net income was \$91,490 in December exceeding projections by \$16,284 for the month.

For the year, overall sales have exceeded projections by \$472,351 for a total of \$6,860,351 in 2016. Wages and benefits are over budget by \$54,376 in 2016 for annual expenses that total \$1,943,276. YTD 2016 Administration spending is 14.28% under budget for a total of \$587,455. This includes the budget categories of legal, engineering, and other professional fees. Treatment expenses in 2016 totaled \$1,615,434 and were 5.36% under budget. Collection system expenses are under budget by 32.81% for an YTD total of \$452,218. Total Operating expenses for the year are \$4,598,383 which is 7.18% under budget. New income net of depreciation and amortization for 2016 is \$1,913,213 which is \$779,415 above projections. Capital spending for December was \$238,195 or 1.7% of the 2016 Capital Budget which brings it to 31.3% for the year. Total capital expenses in 2016 were \$4,350,206. The 2016 Capital Budget totaled \$13,915,148.

Cash balances increased by \$224,761 in December. Cash balances have decreased \$311,880 YTD. Total cash on hand 12/31/2016 was \$12,392,191.

	December 2016			% Over (Under) Budget
Sales	Actual	Budget	Variance	
Residential	362,564	349,500	13,064	3.74%
Commercial	186,259	156,500	29,759	19.02%
Other Revenue	14,560	10,440	4,120	39.46%
Total Sales	563,384	516,440	46,944	9.09%
Other Income	(30,233)	10,460	(40,693)	-389.03%
Total Revenue	533,151	526,900	6,251	1.19%
Operating Expenses				
Wages & Benefits	199,699	161,377	38,322	23.75%
Administration	76,228	57,217	19,011	33.23%
Treatment	114,227	151,350	(37,123)	-24.53%
Collection	22,440	56,750	(34,310)	60.46%
Total Operating Expenses	412,594	426,694	(14,100)	-3.30%
Depreciation	297,293	295,000	2,293	
Amortization	(268,226)	(270,000)	1,774	
Total				
Net Surplus (Deficit)	91,490	75,206	16,284	21.65%

YTD 2016

	YTD Actual	Budget	Variance	% Over (Under) Budget
Sales				
Residential	4,213,266	4,102,000	111,266	2.71%
Commercial	2,362,428	2,000,000	362,428	18.12%
Other Revenue	160,309	148,000	12,309	8.32%
Total Sales	6,736,003	6,250,000	486,003	7.78%
Other Income	<u>124,348</u>	<u>138,000</u>	<u>(13,652)</u>	-9.89%
Total Revenue	6,860,351	6,388,000	472,351	7.39%
Operating Expenses				
Wages & Benefits	1,943,276	1,888,900	54,376	2.88%
Administration	587,455	685,300	(97,845)	-14.28%
Treatment	1,615,434	1,707,000	(91,566)	-5.36%
Collection	<u>452,218</u>	<u>673,000</u>	<u>(220,782)</u>	-32.81%
Total Operating Expenses	4,598,383	4,954,200	(355,817)	-7.18%
Depreciation	3,567,465	3,540,000	27,465	
Amortization	(3,218,712)	(3,240,000)	21,288	
Total				
Net Surplus (Deficit)	1,913,215	1,133,800	779,415	68.74%

CONSTRUCTION & ENGINEERING —WES MERKLE

Engineering Update

Over the past month engineering staff completed 541 locates, 40 I&I inspections and 32 lateral inspections. Staff and consultants are observing mainline sewer installation at 6 development projects. Ryan is reviewing plans for 20 development projects. Eric is now observing construction for the 106th Street Parallel Force main project. Kermin conducted most inspections and Nate completed the majority of locate requests.

Jeff continued to work in Hiperweb to identify bugs and needed system improvements. Permitting and engineering project modules are expected to be available for testing mid-February. The vendor was set back by the recent computing problems which unfortunately affected the server hosting this system.

Construction Update

The WWTP Odor Control Upgrades project continues. Crews finished installation of the protective epoxy coating in the biofilter cells. The media support system is nearly complete and crews will be loading media into the biofilter cells shortly. A boiler system has been installed which will add heat and humidity to filtered air in cold months of the year. Equipment continues to be delivered to the site. The bio-trickling filter/humidification tower is expected to be delivered in early March due to delays in the manufacturing process. This will unfortunately delay startup by several weeks. The system is expected to be operational next month with final completion due in April.

Crews working on the 106th Street Parallel Force main project have finally begun the first bore along Mayflower Park Drive. This first stretch of force main will be installed via directional drilling. Completion is due in fall 2017.

Work for the Springmill Parallel Interceptor and the Estancia / Queen's Manor neighborhood sewer extension projects will begin this month. The Springmill Parallel Interceptor project will provide needed capacity in Basin 2 north of 106th Street and extend service to unsewered and undeveloped properties. The Estancia / Queen's Manor neighborhood sewer extension project will make service available to homes in both subdivisions where staff has received many requests for service.

Safety Update—Loren Prange

The District had no reportable injuries last month.

The following safety tailgate sessions were held:

01/03/17	Handling the Load: Forklift Safety
01/17/17	Texting and Working Don't Mix
01/24/17	Understanding Safety Data Sheets

The OSHA 300 was posted at each facility on February 1, 2017, showing no reportable injuries in 2016.

The 2017 safety training schedule is set and we will have the recommend training, specific to our industry, starting January 30. The first scheduled training covered Lockout Tagout and Machine Guarding. During training, the class broke into groups to do hands on training and looked for any machine guarding issues.



PLANT REPORT - SCOT WATKINS

All fourth quarter FOG reports were received and first quarter inspections have begun. Griliant Foods installed a new Pretreatment device per our request and will hopefully reduce unwanted discharges to our system. Shaun has been working with the Engineering Department on updating device requirements for new facilities that enter the District.

After numerous attempts to determine the reason for repeated failure of the non-potable pumps, it was determined that the coating on the 12 year old casing pipe was coming off and getting sucked into the pumps. This resulted in the pumps overheating and pulling higher amps, damaging the VFD's. The casings have been thoroughly cleaned, video inspected and placed back into service. High and low amp alarms have been installed via the VFD to shut the pumps down before any damage can be done.

COLLECTIONS REPORT - AARON STONG

In January the Collections Department televised just over 10,000 feet of sewer including 3 projects that are nearing the end of their 3-year warranty period. Warranty repairs continue to be made to Hydromatic pumps at Lift Station 14. Collections crews pulled pump 1 for a seal fail on January 9 and again on January 20 due to an earth ground fault. In both insistences the warranty repairs were turned around in less than a week.

Collections staff took delivery of two new capital equipment items: a Godwin 6" portable pump and an enclosed 14' safety trailer have been added to the fleet. Both items will support continued efforts in emergency preparedness.

Staff supported the Engineering Department by hydro-excavating the Lift Station 11 force main just north of the WWTP; elevations of the main were then collected by Engineering. The data collected will aid in the Cemetery Creek Outfall project design. Collections then potholed a fiber optic duct bank and the return force main located at the WWTP. This work was performed to protect existing underground facilities while contractors work to complete the new Biofilter at the WWTP.

A  **at the Customer Service Survey Results - *Positive satisfaction with CTRWD is largely based on customer appreciation for an absence of problems.***



The service has been good; so good that I only think about it monthly when I pay the bill.

The service is predictable and price increases have been minimal.

If you're doing your job correctly, then your services should be invisible to the community, which, as far as I'm concerned, it is.

No backups. No smell. Not constantly under construction. Prices seem reasonable.

I appreciate...that I have not had to have a better understanding of what is done - means you are doing your jobs well!

Never a problem with smell in the neighborhood. From the website I'm aware that they strive to serve the purpose of cleaning sewer waste.

The water pressure is good, but the water is ridiculously hard due to the mineral content and it would be nice if this were treated centrally rather than treated by every household.

Our rates keep going up.

Because this survey has given me more information on the bill I pay than I received from my question to the company directly.

Unable to pay bill online through CTRWD website without paying a fee.

I don't feel that the water is clean enough to drink unless filtered. I have seen what it does to my faucets, sink, bathroom.



EMPLOYEE SPOTLIGHT - NATHAN CROWDER

The District gives a long overdue welcome to Nathan Crowder as the Project Coordinator in the Engineering Department. He joined the staff in October during an unusually busy time and yet he fit in quickly, making good use of his 6 years of utility locating experience.

Nathan was born in Danville, Illinois then grew up in Thorntown, Indiana. He graduated from Western Boone High School, where he met his wife of 6 years—Michelle. They have 2 children: 4 year old Theodore (Teddy) and 2 year old Elsbeth (Elsie). Something most people don't know about Nathan is that he learned to use sign language to communicate with Teddy when he was very young. The entire family enjoys being outside when the kids *and* Nate's schoolwork is done! Nathan will complete his Business Degree courses in May of this year.

Nathan's uncle Steve was in the Navy and always worked for the government, which played a huge role in influencing Nate to join the Marine Corps in 2004—2008. In 2006, he was deployed to Japan, which was a great experience and allowed him to enjoy the culture and cuisine—unlike anywhere else he had ever been. The Marine Corps provided him with opportunities to gain skills that will last a lifetime. The Marine Corps Martial Arts Program allowed him to earn a gray belt in their unique form of hand to hand combat. The Crowder's have one pet, a cat that Teddy named Striped Kitty. Striped Kitty apparently acts more like a dog and is "obnoxious".



Board Recognition - Joe Clark & Amanda Foley

At the January 9 Board of Trustees meeting, President Marilyn Anderson thanked both Mr. Clark and Ms. Foley, acknowledging their engineering and management skills. She noted that both members consistently listened carefully at meetings and spoke up when their expertise was needed most. She said that they will both be missed. Ms. Anderson presented them with engraved clocks in recognition of their service.



CALENDAR OF EVENTS

February 15	Staff Meeting	10:00 a.m.
February 24	B & F Meeting	7:30 a.m.
February 27	P & B Meeting	7:30 a.m.
March 13	C & C Meeting	4:30 p.m.
March 13	Board Meeting	7:00 p.m.

ANNIVERSARIES

Ryan Weddle	February 29	1 Year
Colleen Byrnes	March 8	13 Years

BIRTHDAYS

Bob Roudebush	February 16
Cindy Sheeks	February 29

CTRWD
2017

Selected Statistics 2017 Summary	January	2017 Monthly Average	2017 YTD	2016 Monthly Avg Through January	2016 Total Through January
Maintenance Information					
Lateral Inspections	32	32	32	15	15
Certified I&I Inspections	40	40	40	46	46
Failed I&I Inspections	1	1	1	0	0
Customer Work Requests	0	0	0	0	4
Sewer Locates	541	541	541	213	213
Manholes Added	0	0	0	50	50
Total # of Manholes	5,719	n/a	5,719	5,642	5,642
Manholes Inspected	0	0	0	2	2
Feet of Sewer Added	0	0	0	11,383	11,383
Total Footage of Sewers	1,576,477	n/a	1,576,477	n/a	1,535,114
Feet of Sewer Televised	9,867	9,867	9,867	30,157	30,157
Feet of Sewer Cleaned	0	0	0	0	0
Overflows	0	0	0	0	0
Carmel Utilities (Station 1) Info					
Rainfall / Precipitation (inches)	3.33	3.33	3.33	0.96	0.96
Total Flow (gallons)	65,932,000	65,932,000	59,000,000*	62,700,000	62,700,000
Average Daily Flow (gallons)	2,126,838	2,127,000	n/a	2,023,000	n/a
Minimum Flow (gallons)	1,270,000	1,270,000	1,270,000	1,060,000	1,060,000
Michigan Road Plant Info					
Total Flow (gallons)	91,777,000	91,777,000	91,777,000	75,858,000	75,858,000
Maximum Daily Flow (gallons)	4,333,000	4,333,000	4,333,000	3,065,000	3,065,000
Average Daily Flow (gallons)	2,900,000	2,900,000	n/a	2,447,000	n/a
Minimum Daily Flow (gallons)	2,442,000	2,442,000	2,442,000	2,217,000	2,217,000
Total Flow to Both Plants	150,777,000	150,777,000	150,777,000	138,558,000	138,558,000
Biosolids Handling					
Wasted (Biosolids) (gallons)	1,103,000	1,103,000	1,103,000	1,437,000	1,436,740
Dewatered (gallons)	192,014	192,000	192,000	432,000	432,000
Digested Sludge Withdrawn (gals)	619,300	619,000	619,000	646,000	646,400
Customer Information					
New Sewer Service Accounts	32	32	32	25	25
Permits Issued	25	25	25	21	21



BUDGET & FINANCE COMMITTEE

Friday January 27, 2017 @ 7:30 A.M.

Memorandum

Present: Committee Chair Jane Merrill, Committee Members Carl Mills and Michael McDonald, Legal Counsel Anne Poindexter, Utility Director Drew Williams, Controller Cindy Sheeks

Ms. Merrill called the meeting to order at 7:30 a.m.

Financial Statements and Investments – Ms. Sheeks reported that December YTD Total Revenue of \$6,860,350 was \$472,350 or 7.3% over projections due to higher Commercial and Residential sales. Other income was \$13,652 under projections YTD due to the charge off from the prior year of \$43,359.

There were no investment changes in December. The District invested \$2,000,000 in a 5 year CD earning 2.05%.

Update Check Signer – The Committee will recommend the Board approve the removal of Joe Clark as a check signer and the addition of Steve Pittman.

Office Consolidation Update – Mr. Williams reported that staff has been meeting each Friday with the architect. The plans have been refined to the point that the layout will accommodate all staff. The goal is to have a presentation for the February Board meeting that will include costs and schematics. Mr. Merkle will be talking to potential construction managers for the project should it go forward. Mr. Williams will send out an updated email to the County and the Board as well. Mr. Mills asked to have the opportunity to see the plans in the Board Packet prior to the February Board Meeting. Mr. Mills pointed out that this expansion must consider potential future growth of staff.

IT Review – Mr. Williams reported that on Saturday January 21, the District computer systems experienced malicious software that encrypted data and then sent a type of ransom request to pay for the data to be restored. This event occurred just after the District switched IT support companies. The new company received the alert at just about the same time the software developer, who has been finalizing the Hiperweb asset management software, noticed a problem. 10 employee computers and 5 of our 10 servers were affected. The data storage backup had not been done for 18 days. The storage notice message was being sent to our former IT support

company, who did not forward to the District. The resulting loss of data is related to Cartegraph and also PaperSave document imaging for Financial Edge. All of the necessary procedures have been followed relating to contacting our insurance company, our banks, and the FBI.

Mr. McDonald warned that IT security will continue to be a growing concern. Ms. Merrill asked if it is warranted to hire an employee dedicated employee to monitor the District's security. Scot Watkins will be doing some training that will help him communicate with the IT support company regarding security issues, but this is just a side responsibility that he has taken on. Several preventative measures must be taken, including training, technology and auditing.

Mr. Mills asked what the legal responsibilities are and secondly what steps will be taken. First, the legal liability of the IT Company that did not provide the backup. And secondly any liability associated with customers, employees and Board Members.

Travelers referred us to an attorney that specializes in breaches. The billing software company said there was no data breach of the customer database. The IT Company will provide an official report next week to determine what the nature of any breach might be.

Other Business – Mr. Williams reported that paperwork continues to come in regarding the Byrum case. If Mr. Byrum does get removed from the Citizen's Westfield territory, the District will need to make a decision whether sewer service will be provided to him.

The meeting was adjourned at 8:45 a.m.

The next meeting will be Friday February 24, 2017 at 7:30 a.m.

Respectfully submitted,



Cindy Sheeks
Controller



MEMORANDUM

To: Board of Trustees

From: Cindy Sheeks

Date: February 3, 2017

Subject: Fee Ordinance – Second Reading

The first reading of District Wide Fees Ordinance 12-12-2016 was completed at the December 2016 Board meeting. The ordinance increases the EDU and Interceptor Fees by 5%. The ordinance was advertised as required and is ready for the second reading and approval.

Recommended Action: Approve Fee Ordinance No. 12-12-2016.

ORDINANCE 12-12-2016
District Wide Fees

An ordinance establishing district wide connection fee, interceptor fee, application and reinspection charges to be collected from owners of properties to be served by the sewage works of the District and matters connected therewith, replacing Ordinance 01-11-2016.

Now, therefore, be it ordained by the Board of Trustees of the Clay Township Regional Waste District, Indiana:

Section 1. The District Wide Connection Fee, Interceptor Fee, Application and Re-inspection Charges established in Ordinance 01-11-2016 and all prior ordinances are hereby amended and set forth as follows:

A. District Wide Connection Charge.

1. Prior to receiving a permit to connect to the sewer works for the District, the owner, lessee or developer of any real estate within the District shall pay to the District a connection fee of One Thousand Eight Hundred Eighteen Dollars (\$1,818.00) per EDU (based upon 310 GPD). The estimated average daily flow in thousands of gallons per day for the real estate to be served by the District shall be determined based upon the proposed use of the real estate to be served, and shall then be calculated using the number and type of units or premises to be located on the real estate and the applicable equivalent user contribution multiplies as set forth by the Indiana Administrative Code 327 IAC 3-6-11.
2. The owner, lessee or developer of the real estate may submit data to the District which purports to provide a more accurate estimation of the average daily flow (for example from water bills or other actual data setting forth flow from similar facilities). Upon receipt and review of the data provided, the District, may in its absolute discretion, but is not required to agree to an EDU amount that is other than the amount determined pursuant to A.1. above.
3. Residential lots previously containing a dwelling that was connected to the District's sanitary sewers and having paid a monthly sewer service billing are exempt from the connection charge in the event the dwelling is demolished and new residential dwelling built on the same real estate.

B. District Wide Interceptor Fee.

In addition to the connection charge set forth above based upon EDU's there is also due prior to the receipt of a permit, an interceptor charge of Four Thousand Seventy Five Dollars (\$4,075.00) per acre. However, residential lots previously containing a dwelling that was connected to the District's sanitary sewers and having paid a monthly sewer service billing are exempt from the interceptor fee in the event the dwelling is demolished and new residential dwelling built on the same real estate. Lots and parcels that are part of a District neighborhood sewer extension project in which local sewer charges are assessed by ordinance are also exempt.

- C. Application Fee. A One Hundred Fifty Dollar (\$150.00) per EDU (up to a maximum of Three Thousand Dollars (\$3,000.00 per permit) application fee is due and payable at the time of issuance of the connection permit.
- D. Re-inspection Fee. In the event any real estate to be connected to the District's system has failed an inspection, or in the event the real estate requires more than two (2) inspections, the owner shall pay One Hundred Dollars (\$100.00) for each re-inspection or additional inspection.
- E. Prior Connection, Interceptor, and Application Fees. The connection, interceptor, application fees and reinspection fees established under the Ordinance shall preempt and supersede and wholly replace the connection, interceptor, application and reinspection fees previously established under Ordinance 01-11-2016, and any other prior Ordinances of the District as the same may be amended from time to time by the District. Nothing in the Ordinance shall be construed as limiting the applicability of the District's various use ordinances or other definitions or terms contained in other Ordinances, exception only the specific dollar interceptor, connection, application and reinspection fees set forth therein.

Section 2. Severability

The invalidity of any section, clause, sentence, or provision of this Ordinance shall not affect the validity of any part of this Ordinance which can be given effect without such invalid part or parts.

Section 3. Effective Date

This Ordinance shall be in full force and effect upon adoption.

Executed this _____ day of _____ 2017.

CLAY TOWNSHIP REGIONAL WASTE DISTRICT by its Trustees:

By: _____
Marilyn Anderson

By: _____
Eric Hand

By: _____
Barb Lamb

By: _____
Carl Mills

By: _____
Jane Merrill

By: _____
Mike Shaver

By: _____
Michael McDonald

By: _____
Steve Pittman

By: _____
Chuck Ford



MEMORANDUM

To: Board of Trustees
From: Cindy Sheeks
Date: February 3, 2017
Subject: Update Check Signer

The Committee recommends the Board approve the removal of Joe Clark as a check signer and the addition of Steve Pittman.

Recommended Action: Approve adding Steve Pittman as a check signer.



PERSONNEL & BENEFITS COMMITTEE

Monday January 23, 2017 @ 7:30 A.M.
Memorandum

Meeting Cancelled

The next meeting is scheduled for Monday February 27, 2017



CAPITAL & CONSTRUCTION COMMITTEE

Monday February 6, 2017 @ 4:30 P.M.
Memorandum

Present: Committee Chair Steve Pittman, Committee Members Marilyn Anderson and Eric Hand, Utility Director Andrew Williams, Engineering Manager Wes Merkle, District Engineer Ryan Hartman, Legal Counsel Scott Wyatt.

Mr. Pittman called the meeting to order at 4:30 p.m.

Public Comments – There were no public comments.

Board Member, Mike Shaver joined the meeting at 4:37 p.m.

Dedications – Mr. Hartman reported the Indianapolis, Indiana Temple is complete and ready for acceptance. Some background information was provided regarding their system. The Temple owners were maintaining their own private sanitary sewer until recently, when they decided to sell off some parcels. This required the dedication of the sewers to the CTRWD system. Mr. Pittman recused himself from voting to make the recommendation to the Board due to his company's interest in the land purchase. The Committee will recommend the Board accept the dedication of the Indianapolis, Indiana Temple sanitary sewers.

Mr. Williams made introductions to Mike Shaver.

Byrum Property –

The Committee discussed the possibility that the District may be requested to provide sewer availability to the 30 acre Byrum parcel located on 146th Street. It was discussed that it was practical and feasible for the parcel to be serviced by the District since there is an interceptor sewer 700 feet south of the parcel with adequate depth to provide gravity service. Mr. Byrum is still attempting to obtain service from Citizens Westfield and has taken the matter to the IURC. Mr. Pittman recommended that while the District wants to avoid any controversy over the service of this parcel, if the District can help solve a problem by providing service in the short term or permanently, service should be provided per District standards.

Mr. Hand gave full disclosure that he is employed by the OUCC and is applying for a position with the IURC. He pointed out that this parcel is not under a CTA. The City of Westfield does not own the rights to the utilities for this parcel, it is being served by a private entity.

Ms. Anderson and Mr. Hand agreed that service should be provided if requested by the proper entity.

#1605 Office Consolidation – Mr. Merkle presented architectural schematic designs for 2 options. Option A would add on office space to the existing structure and converting half of the garage to office space. Option B would be converting 75% of the garage and adding a separate garage. Option A representative from Blackline will attend the next Board meeting to make a presentation with refined schematics and cost estimates.

Other Business – Mr. Williams reported an overflow today at Lift Station 1. This was discovered by District Staff and was caused by Carmel Utilities while they were working on a broken flow meter. CTRWD staff was not notified by Carmel Utilities., which could have averted the overflow. The issue was resolved quickly by a cooperative effort between CTRWD staff and Carmel Utilities. Mr. Pittman asked if IDEM will be concerned about this; Mr. Williams replied that this was a mechanical overflow and resulted in only about 100 gallons of wastewater discharged onto the ground. No response is expected from IDEM.

UPDATES

- #1505 - WWTP Odor Control Upgrade – progressing with a minor setback due to the delay in delivery of the biotrickling filter humidification tower.
- #1601- 106th Street Parallel Force Main - the contractor is now onsite; some adjustments were made to piping and the first bore along Mayflower Park has begun.
- #1602 - Springmill Parallel Force Main – Gradex is mobilizing and commencing their work and will be onsite for the next several weeks.
- #1604 - Queens Manor & Estancia neighborhood sewer project – Miller Pipeline will begin work within the next few weeks.
- #1701- WWTP Post-Treatment Improvements – design work is underway and involves a new discharge to Cemetery Creek during peak wet weather flow. Staff is awaiting comments from the City of Zionsville.
- #1702 - Keystone/96th Sewer & Force Main Relocation – The design work has been completed and the City of Carmel is obtaining easements.
- #1801 – Lift Station 4 Elimination & Interceptor Extension – Carmel is currently doing substantial path work in the area of Lift Station 4 and is asking the District to vacate an easement that will be under a future path.. The easement was granted by Jackson's Grant so that a gravity sewer could be extended to in the future to eliminate Lift Station 4. District staff negotiated with Carmel to have the sewer installed ahead of the path and provide future commitments for relocation costs. An engineer has been contracted to design this segment of sewer.

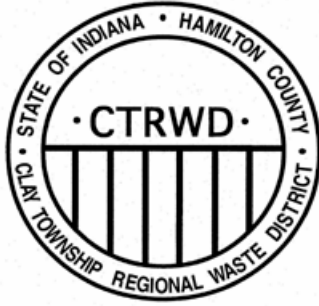
The meeting was adjourned at 5:30 p.m.

Date and time for next meeting: Monday, March 6, 2017 at 4:30 p.m.

Respectfully submitted,



Andrew Williams
Utility Director



MEMORANDUM

To: Board of Trustees
From: Ryan Hartman
Date: February 7, 2017
Subject: Dedication

Indianapolis, Indiana Temple is complete and ready for acceptance.

Recommended Action: Accept the dedication of Indianapolis, Indiana Temple sanitary sewers.



MEMORANDUM

To: Board of Trustees

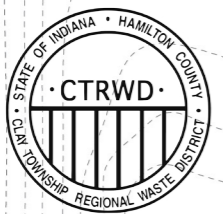
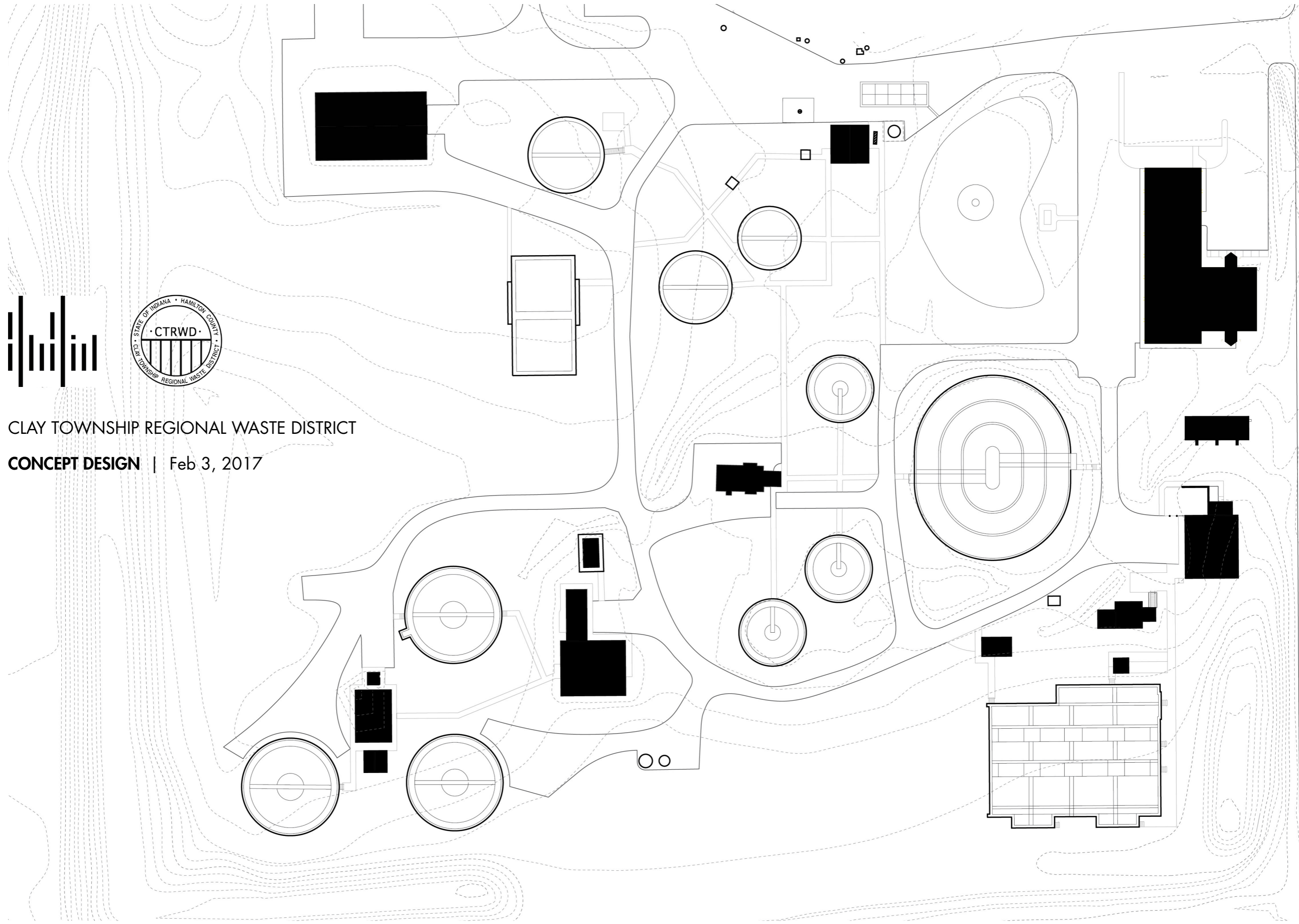
From: Drew Williams

Date: February 7, 2017

Subject: Byrum Parcel

The Committee discussed the possibility that the District may be requested to provide sewer availability to the 30 acre Byrum parcel located on 146th Street. It was discussed that it was practical and feasible for the parcel to be serviced by the District since there is an interceptor sewer 700 feet south of the parcel with adequate depth to provide gravity service. Mr. Byrum is still attempting to obtain service from Citizens Westfield and has taken the matter to the IURC. Mr. Pittman recommended that while the District wants to avoid any controversy of the service of this parcel, if the District can help solve a problem by providing service in the short term of permanently, service should be provided per District standards. Ms. Anderson and Mr. Hand agreed that service should be provided if requested by the proper entity.

Recommended Action: Direct the staff to be prepared to provide service to this property per the District's policies and procedures, if the parcel is removed from the Citizens Westfield territory.



CLAY TOWNSHIP REGIONAL WASTE DISTRICT
CONCEPT DESIGN | Feb 3, 2017

OPTION A | SITE LAYOUT

TOTALS

7,825 SF Net Office
3,015 SF office addition
4,810 SF renovated existing

3,525 SF Net Garage
1,325 SF garage addition
2,200 SF renovated existing

11,800 SF Overall Gross

60 Parking Spaces
40 employee spaces
20 visitor spaces

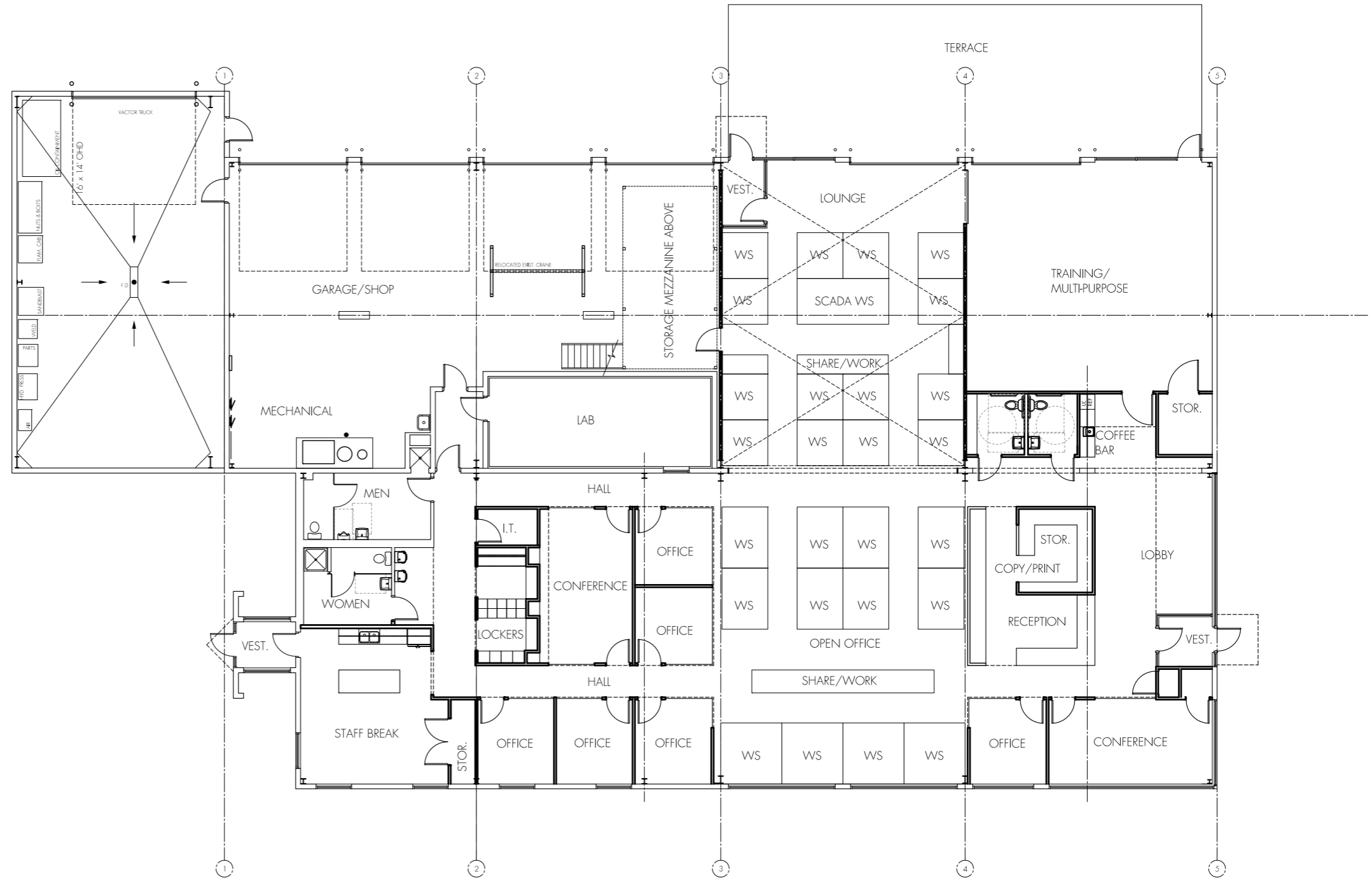


OPTION B | SITE LAYOUT

TOTALS	
8,700 SF	Net Office
3,015 SF	office addition
5,685 SF	renovated existing
5,690 SF	Net Garage
4,300 SF	garage addition
1,390 SF	renovated existing
14,390 SF	Overall Gross
60	Parking Spaces
40	employee spaces
20	visitor spaces



OPTION A | BUILDING LAYOUT



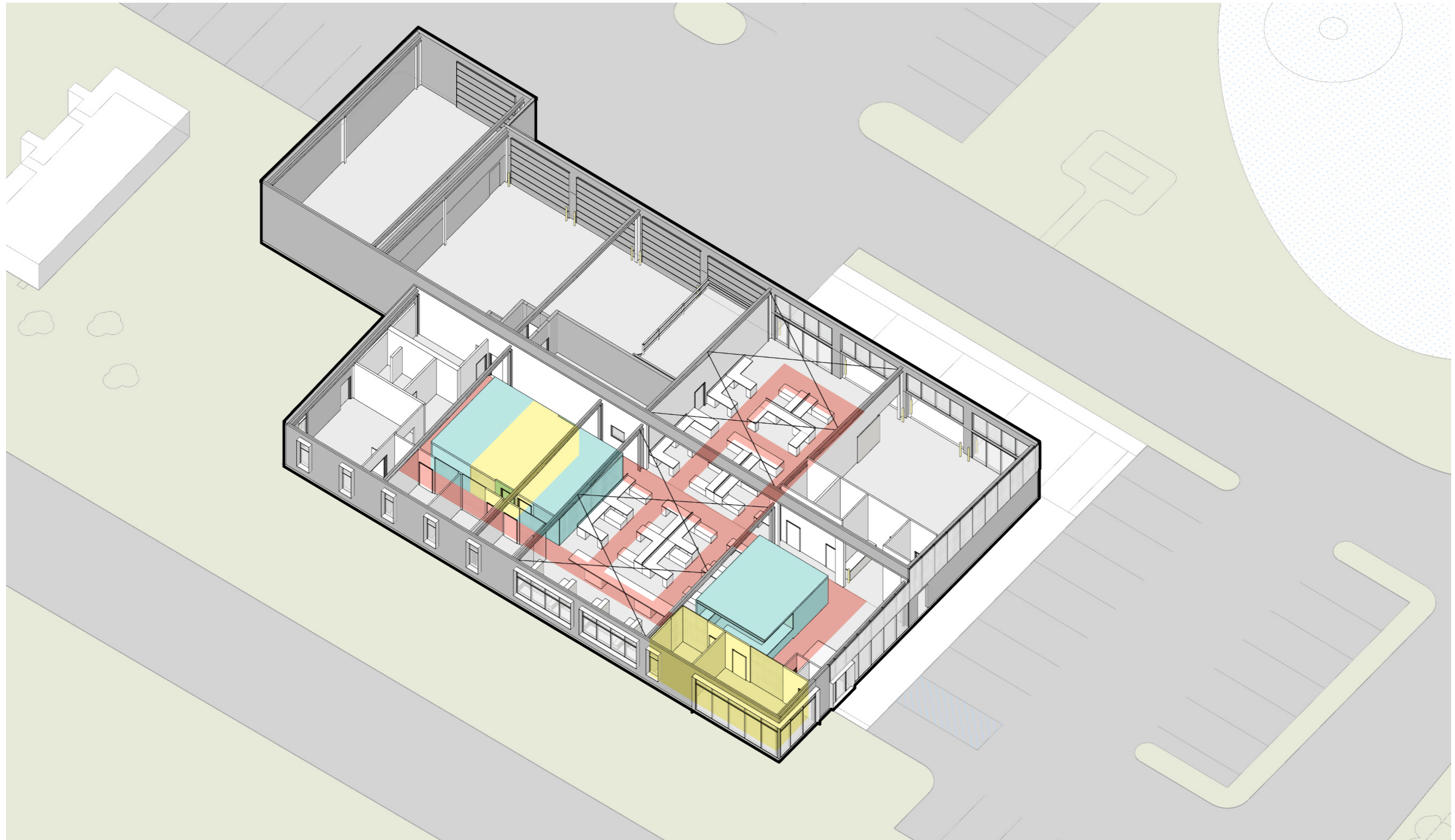
ADDITIONS

- 1,325 SF** Garage Addition
- 3,055 SF** Office Addition
- 4,380 SF** Net Addition
- 1,240 SF** Terrace Addition

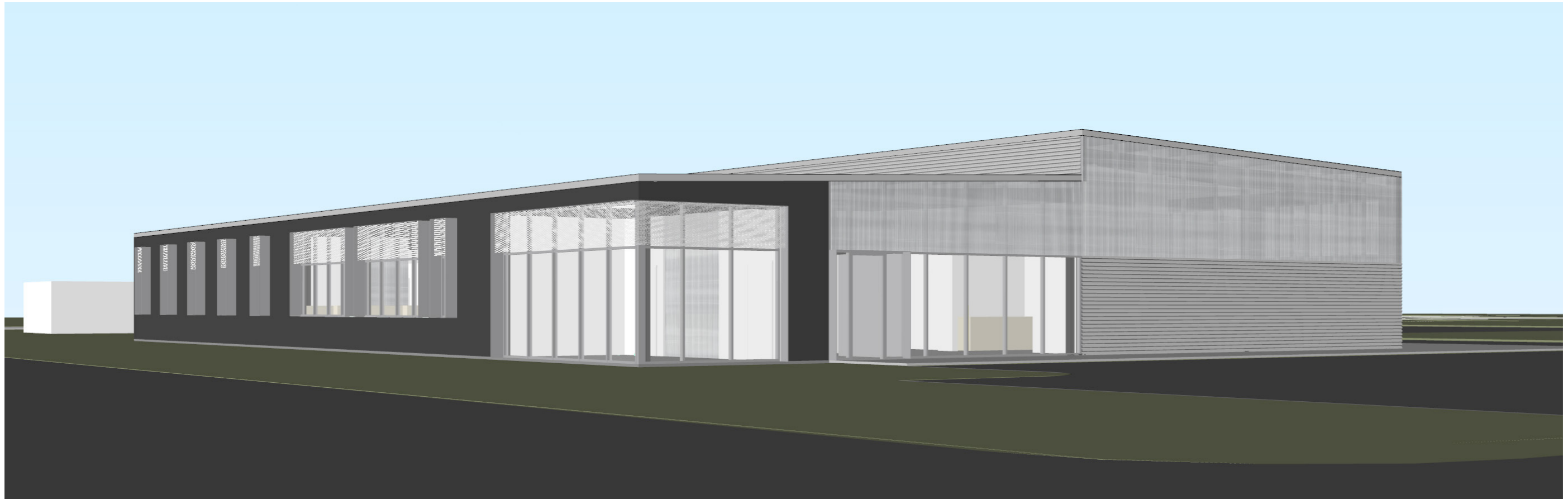
TOTALS

- 7,875 SF** Net Office
- 3,525 SF** Net Garage
- 11,800 SF** Overall Gross

OPTION A | BUILDING DIAGRAM



OPTION A | ENVELOPE DESIGN



Clay Township Regional Waste District

Register of Claims

For the period 1/5/2017 through 2/8/2017

Name of Claimant	Fund	Payment Date	Check Number	Amount of Claim	Amount Allowed	Memorandum
Amanda Foley	Operating	1/5/17	9530	\$200.00	\$200.00	Dec board per diem
Carl S. Mills	Operating	1/5/17	9531	\$250.00	\$250.00	Dec board per diems
Charles Ford	Operating	1/5/17	9532	\$50.00	\$50.00	Dec board per diem
Eric Hand	Operating	1/5/17	9533	\$150.00	\$150.00	Dec board per diems
Jane B. Merrill	Operating	1/5/17	9534	\$250.00	\$250.00	Dec board per diems
Joseph R. Clark	Operating	1/5/17	9535	\$150.00	\$150.00	Dec board per diems
Marilyn Anderson	Operating	1/5/17	9536	\$300.00	\$300.00	Dec board per diems
Michael A. McDonald	Operating	1/5/17	9537	\$100.00	\$100.00	Dec board per diems
Steve Pittman	Operating	1/5/17	9538	\$200.00	\$200.00	Dec board per diems
Taylor Oil Company, Inc.	Operating	1/5/17	9539	\$727.88	\$727.88	Fuel purchases
Allison Payment Systems LLC	Operating	1/9/17	9540	\$3,335.35	\$3,335.35	Billing Services - Dec
Allison Payment Systems LLC	Operating	1/9/17	9540	\$4,797.71	\$4,797.71	Prepaid Postage - Dec
Altman, Poindexter & Wyatt, LLC	Operating	1/9/17	9541	\$1,985.00	\$1,985.00	1604-00164/Political Subdivision
Blackbaud	Operating	1/9/17	9542	\$5,054.40	\$5,054.40	Upgrade FE to NXT
IT Indianapolis	Operating	1/9/17	9543	\$168.00	\$168.00	Computer Expense
Merrell Brothers, Inc.	Operating	1/9/17	9544	\$7,195.58	\$7,195.58	Biosolids Disposal
Signius Communications	Operating	1/9/17	9545	\$70.28	\$70.28	Phone Answering Service
TNTechnical LLC	Operating	1/9/17	9546	\$1,850.00	\$1,850.00	Plant R&M
Zionsville Chamber of Commerce, Inc	Operating	1/9/17	9547	\$275.00	\$275.00	2017 Membership Dues
Edie Miller	Operating	1/9/17	9548	\$12.84	\$12.84	Travel/Mileage-Board Packets
PNC Bank	Operating	1/9/17	9549	\$6,170.71	\$6,170.71	CC Expenses December 2016
Aaron Strong	Operating	1/10/17	9550	\$30.00	\$30.00	Cell Phone Reimb 12/16
Carmel Utilities	Operating	1/10/17	9551	\$75,609.32	\$75,609.32	Treatment Dec 2016
Carmel Utilities	Operating	1/10/17	9551	\$1,048.20	\$1,048.20	Meter Reads Dec 2016
Community Occupational Health Services	Operating	1/10/17	9552	\$47.00	\$47.00	Employee Drug Screen
Eric Luis Delacruz	Operating	1/10/17	9553	\$30.00	\$30.00	Cell Phone Reimb 12/16
Fisher Scientific	Operating	1/10/17	9554	\$385.73	\$385.73	Sewer Sampling
Indy Express, Inc.	Operating	1/10/17	9555	\$173.40	\$173.40	Mail Delivery Service
IPL	Operating	1/10/17	9556	\$41.05	\$41.05	LS 18
IPL	Operating	1/10/17	9556	\$93.47	\$93.47	LS 3
IPL	Operating	1/10/17	9556	\$529.05	\$529.05	LS 8
IPL	Operating	1/10/17	9556	\$304.57	\$304.57	LS 9
IPL	Operating	1/10/17	9556	\$767.72	\$767.72	LS 10
IPL	Operating	1/10/17	9556	\$74.97	\$74.97	LS 12
IPL	Operating	1/10/17	9556	\$51.89	\$51.89	LS 20
IPL	Operating	1/10/17	9556	\$41.93	\$41.93	LS 22
IPL	Operating	1/10/17	9556	\$69.35	\$69.35	LS 24
IPL	Operating	1/10/17	9556	\$40.94	\$40.94	LS 25
IPL	Operating	1/10/17	9556	\$6,234.47	\$6,234.47	LS 2
Jason Lewin	Operating	1/10/17	9557	\$40.85	\$40.85	Travel/Mileage-On Call
Jeffrey Martin	Operating	1/10/17	9558	\$30.00	\$30.00	Cell Phone Reimb 12/16
Kermin Huntley	Operating	1/10/17	9559	\$30.00	\$30.00	Cell Phone Reimb 12/16
Michael A. McDonald	Operating	1/10/17	9560	\$100.00	\$100.00	Board Fees Dec 2016
Nathan Crowder	Operating	1/10/17	9561	\$30.00	\$30.00	Cell Phone Reimb 12/16
Boone County Recorder	Operating	1/17/17	9562	\$60.00	\$60.00	5 Liens Rls - 12 x 5
AT&T Mobility	Operating	1/18/17	9563	\$812.20	\$812.20	Lift Station Phone Service
Carmel Utilities	Operating	1/18/17	9564	\$1,306.20	\$1,306.20	Hydrant Meter Rental
Carmel Utilities	Operating	1/18/17	9565	\$12.31	\$12.31	LS 1 Water
Carmel Utilities	Operating	1/18/17	9565	\$12.31	\$12.31	LS 2 Water
IN.GOV	Operating	1/18/17	9566	\$95.00	\$95.00	Annual Fee
Spectrum Business	Operating	1/18/17	9567	\$224.00	\$224.00	Office Internet Service
Vectren Energy Delivery	Operating	1/18/17	9568	\$50.87	\$50.87	LS 2
Vectren Energy Delivery	Operating	1/18/17	9568	\$17.00	\$17.00	LS 4
Vectren Energy Delivery	Operating	1/18/17	9568	\$19.08	\$19.08	LS 10
Vectren Energy Delivery	Operating	1/18/17	9568	\$673.36	\$673.36	Plant Gas
Ron Hansen	Operating	1/19/17	9569	\$200.00	\$200.00	HSA Contribution for Ron Hansen
Mayes Trailer Sales, Inc	Operating	1/23/17	9570	\$4,599.00	\$4,599.00	CIP-trailer-Cargo Mate BL714TA2 enclosed
AFLAC	Operating	1/31/17	9571	\$521.44	\$521.44	Insurance - Feb 2017
AT&T Mobility	Operating	1/31/17	9572	\$947.19	\$947.19	CELL PHONES - 1/17
Cindy Sheeks	Operating	1/31/17	9573	\$80.90	\$80.90	1099 filing
Citizens Energy Group	Operating	1/31/17	9574	\$15.63	\$15.63	LS 17-new water service
Citizens Energy Group	Operating	1/31/17	9574	\$60.49	\$60.49	Water - plant
Duke Energy	Operating	1/31/17	9575	\$1,737.74	\$1,737.74	LS 1 1/17
Duke Energy	Operating	1/31/17	9575	\$61.43	\$61.43	LS 6 1/17
Duke Energy	Operating	1/31/17	9575	\$437.35	\$437.35	LS 4 1/17
Duke Energy	Operating	1/31/17	9575	\$160.73	\$160.73	LS 5 1/17
Duke Energy	Operating	1/31/17	9575	\$162.68	\$162.68	LS 21
Duke Energy	Operating	1/31/17	9575	\$295.53	\$295.53	LS 19
Duke Energy	Operating	1/31/17	9575	\$605.65	\$605.65	LS 26
Duke Energy	Operating	1/31/17	9575	\$945.55	\$945.55	LS 14
Duke Energy	Operating	1/31/17	9575	\$213.40	\$213.40	LS 11

Clay Township Regional Waste District

9.b.

Register of Claims
For the period 1/5/2017 through 2/8/2017

Name of Claimant	Fund	Payment Date	Check Number	Amount of Claim	Amount Allowed	Memorandum
Duke Energy	Operating	1/31/17	9575	\$13,578.71	\$13,578.71	Plant
Joe Hood	Operating	1/31/17	9576	\$85.60	\$85.60	On call mileage
Duke Energy	Operating	2/2/17	9577	\$796.85	\$796.85	LS 17
Duke Energy	Operating	2/2/17	9577	\$230.50	\$230.50	LS 16
Duke Energy	Operating	2/2/17	9577	\$378.00	\$378.00	LS 23
Cindy Sheeks	Operating	2/2/17	9578	\$3.25	\$3.25	Accounting Fees
Colleen Byrnes	Operating	2/2/17	9579	\$6.63	\$6.63	Travel/Mileage-Plant
Hamilton County Recorder	Operating	2/2/17	9581	\$11.00	\$11.00	1 Lien Filed
JOY SHOEMAKER	Operating	2/7/17	9582	\$14.80	\$14.80	SEWER REFUND
TPS 116TH ST INC	Operating	2/7/17	9583	\$388.36	\$388.36	SEWER REFUND
CORY DAVIS	Operating	2/7/17	9584	\$259.62	\$259.62	SEWER REFUND
MICHAEL C OR SALLY B WYATT	Operating	2/7/17	9585	\$79.22	\$79.22	SEWER REFUND
ROBERT SCHAEFER	Operating	2/7/17	9586	\$85.17	\$85.17	SEWER REFUND
CRISTINA C SEELY	Operating	2/7/17	9587	\$5.88	\$5.88	SEWER REFUND
TIM KELLEY	Operating	2/7/17	9588	\$17.40	\$17.40	SEWER REFUND
TED L GRAYSON	Operating	2/7/17	9589	\$24.36	\$24.36	SEWER REFUND
DIANA KIEBACH	Operating	2/7/17	9590	\$27.80	\$27.80	SEWER REFUND
JAMES E OR LUCY L ACHGILL	Operating	2/7/17	9591	\$22.60	\$22.60	SEWER REFUND
BLAKE MURRELL	Operating	2/7/17	9592	\$30.76	\$30.76	SEWER REFUND
JENIFER SMITH	Operating	2/7/17	9593	\$14.00	\$14.00	SEWER REFUND
Republic Services #761	Operating	2/7/17	9594	\$209.79	\$209.79	Plant Trash Service
Layne Heavy Civil	Interceptor	2/8/17	9595	\$96,064.31	\$96,064.31	CIP-Proj 1601-106th St Forcemain
Accurate Laser Systems, Inc.	Operating	2/8/17	9596	\$49.45	\$49.45	Locating Flags
Allison Payment Systems LLC	Operating	2/8/17	9597	\$3,212.84	\$3,212.84	Billing Services - Jan
Allison Payment Systems LLC	Operating	2/8/17	9597	\$124.99	\$124.99	Billing services
Allison Payment Systems LLC	Operating	2/8/17	9597	\$4,799.62	\$4,799.62	Prepaid postage
ASAP Aquatics	Operating	2/8/17	9598	\$160.00	\$160.00	Plant R & M
Auto Outfitters	Operating	2/8/17	9599	\$304.50	\$304.50	Vehicle Repairs
Auto Outfitters	Operating	2/8/17	9599	\$34.95	\$34.95	Vehicle repairs
Barbara Lamb	Operating	2/8/17	9600	\$50.00	\$50.00	Board per diems
Bio Chem, Inc.	Operating	2/8/17	9601	\$4,516.83	\$4,516.83	Operating supplies-collections
Bio Chem, Inc.	Operating	2/8/17	9601	\$5,202.33	\$5,202.33	Operating supplies-collections
Bio Chem, Inc.	Operating	2/8/17	9601	\$3,473.93	\$3,473.93	Biosolid disposals
Bio Chem, Inc.	Operating	2/8/17	9601	\$4,990.50	\$4,990.50	operating supplies collections
Blackburn Manufacturing Co	Operating	2/8/17	9602	\$765.32	\$765.32	Locating flags
Blackline	Operating	2/8/17	9603	\$10,760.45	\$10,760.45	CIP-Office consolidation
BPS Marketing, Inc	Operating	2/8/17	9604	\$2,250.00	\$2,250.00	Consulting
Carmel Utilities	Operating	2/8/17	9605	\$868.14	\$868.14	Hydrant meter rental
Carmel Utilities	Operating	2/8/17	9606	\$95,198.76	\$95,198.76	Treatment Jan - 2017
Carmel Utilities	Operating	2/8/17	9606	\$1,026.60	\$1,026.60	Meter Reads - Jan 2017
Carmel Utilities	Operating	2/8/17	9607	\$37.96	\$37.96	LS utilities-storm water fees
Charles Ford	Operating	2/8/17	9608	\$50.00	\$50.00	Board per diems
Clay Township Trustee	Operating	2/8/17	9609	\$4,692.42	\$4,692.42	Govt center expenses
Commercial Sewer Cleaning Co. Inc.	Operating	2/8/17	9610	\$250.00	\$250.00	Plant R & M
Continental Utility Solutions, Inc.	Operating	2/8/17	9611	\$1,250.00	\$1,250.00	500 new licenses
Current Publishing	Operating	2/8/17	9612	\$28.12	\$28.12	2017 Meeting notices
Current Publishing	Operating	2/8/17	9612	\$95.14	\$95.14	Rate increase notice
Davis Wholesale Supply	Operating	2/8/17	9613	\$1,609.16	\$1,609.16	Plant R & M
DLZ Indiana, LLC	Operating	2/8/17	9614	\$112.50	\$112.50	Ins Services-VOWC15002B
Eco Infrastructure Solutions, Inc.	Operating	2/8/17	9615	\$180.00	\$180.00	Line maintenance
Environmental Resource Associates	Operating	2/8/17	9616	\$151.46	\$151.46	Sewer samples
Eric Hand	Operating	2/8/17	9617	\$100.00	\$100.00	Board per diem
Fastenal Company	Operating	2/8/17	9618	\$119.51	\$119.51	Plant R & M
Fastenal Company	Operating	2/8/17	9618	\$65.27	\$65.27	Safety Materials
Fastenal Company	Operating	2/8/17	9618	\$417.08	\$417.08	Safety Materials
Fastenal Company	Operating	2/8/17	9618	\$316.17	\$316.17	Safety Materials
Ferguson Enterprises, Inc. #1480	Operating	2/8/17	9619	\$22.66	\$22.66	Plant R & M
FerrellGas	Operating	2/8/17	9620	\$29.00	\$29.00	Plant R & M
Fisher Scientific	Operating	2/8/17	9621	\$177.61	\$177.61	Sewer sampling
Fisher Scientific	Operating	2/8/17	9621	\$38.86	\$38.86	Sewer sampling
GCI Slingers, LLC	Operating	2/8/17	9622	\$67.68	\$67.68	LS R & M
GCI Slingers, LLC	Operating	2/8/17	9622	\$71.28	\$71.28	LS R & M
GCI Slingers, LLC	Operating	2/8/17	9622	\$377.32	\$377.32	Equipment repairs
Grainger	Operating	2/8/17	9623	\$258.20	\$258.20	LS R & M
Grainger	Operating	2/8/17	9623	\$73.29	\$73.29	Plant R & M
Graves Plumbing Company, Inc.	Operating	2/8/17	9624	\$267,901.04	\$267,901.04	CIP - Proj 1505 WWTP Odor Contol
GRW	Operating	2/8/17	9625	\$3,905.00	\$3,905.00	CIP-Proj 1601-106th St Forcemain
GRW	Operating	2/8/17	9625	\$4,980.00	\$4,980.00	CIP-Proj 1602-Springmill Parallel
GRW	Operating	2/8/17	9625	\$1,659.60	\$1,659.60	Engineering -LS 10 Capacity Evaluation
GRW	Operating	2/8/17	9625	\$505.00	\$505.00	Engineering-VVWTP assessment
Hach Company	Operating	2/8/17	9626	\$1,367.51	\$1,367.51	Sewer sampling

Clay Township Regional Waste District

9b.

Register of Claims
For the period 1/5/2017 through 2/8/2017

Name of Claimant	Fund	Payment Date	Check Number	Amount of Claim	Amount Allowed	Memorandum
Indiana Dept. of Environmental Management	Operating	2/8/17	9627	\$100.00	\$100.00	2017 Stormwater Permit
Indiana Dept. of Environmental Management	Operating	2/8/17	9627	\$9,500.00	\$9,500.00	2017 NPDES Permit fee
Indy Express, Inc.	Operating	2/8/17	9628	\$173.40	\$173.40	Mail delivery service
IT Indianapolis	Operating	2/8/17	9629	\$778.70	\$778.70	Support fees
IT Indianapolis	Operating	2/8/17	9629	\$4,133.30	\$4,133.30	February support fees
IT Indianapolis	Operating	2/8/17	9629	\$392.00	\$392.00	Office 360
IUPPS	Operating	2/8/17	9630	\$1,077.30	\$1,077.30	Locates-January
Jane B. Merrill	Operating	2/8/17	9631	\$200.00	\$200.00	Board per diem
KnowBe4, Inc.	Operating	2/8/17	9632	\$569.38	\$569.38	Training fees
M S Consultants, Inc	Operating	2/8/17	9633	\$7,830.00	\$7,830.00	CIP-Proj 1702-96th st Forcemain relocation
Marilyn Anderson	Operating	2/8/17	9634	\$250.00	\$250.00	board per diem
Merrell Brothers, Inc.	Operating	2/8/17	9635	\$910.00	\$910.00	LS R & M
Merrell Brothers, Inc.	Operating	2/8/17	9635	\$10,436.03	\$10,436.03	Biosolid disposals
Merrell Brothers, Inc.	Operating	2/8/17	9635	\$300.00	\$300.00	2016 EPA Reporting
Michael A. McDonald	Operating	2/8/17	9636	\$200.00	\$200.00	Board per diem
Nalco Crossbow Water	Operating	2/8/17	9637	\$133.90	\$133.90	Sewer sampling
Napa Auto Parts	Operating	2/8/17	9638	\$10.78	\$10.78	Vehicle repairs
Napa Auto Parts	Operating	2/8/17	9638	\$28.99	\$28.99	Vehicle repairs
Napa Auto Parts	Operating	2/8/17	9638	\$11.98	\$11.98	Vehicle repairs
Napa Auto Parts	Operating	2/8/17	9638	\$23.96	\$23.96	Vehicle repairs
Napa Auto Parts	Operating	2/8/17	9638	\$14.47	\$14.47	Vehicle repairs
NCL of Wisconsin, Inc.	Operating	2/8/17	9639	\$306.45	\$306.45	Sewer sampling
New Horizons	Operating	2/8/17	9640	\$6,460.00	\$6,460.00	Professional Education
Office Depot	Operating	2/8/17	9641	\$66.40	\$66.40	Office supplies
Office Depot	Operating	2/8/17	9641	\$6.19	\$6.19	Office supplies
Office Depot	Operating	2/8/17	9641	\$79.99	\$79.99	Office supplies
Office Depot	Operating	2/8/17	9641	\$10.40	\$10.40	Office supplies
Office Depot	Operating	2/8/17	9641	\$11.14	\$11.14	Office supplies
Office Depot	Operating	2/8/17	9641	\$66.59	\$66.59	Office supplies
Ottenweller Contracting	Operating	2/8/17	9642	\$79,272.40	\$79,272.40	CIP-Proj 1504-LS 17 Odor Control
Pitney Bowes Global	Operating	2/8/17	9643	\$200.00	\$200.00	Postage Meter rental
Pitney Bowes Global	Operating	2/8/17	9643	\$200.00	\$200.00	Postage Meter February
Pitney Bowes, Inc.	Operating	2/8/17	9644	\$19.54	\$19.54	Postage meter supplies
PNC Bank	Operating	2/8/17	9645	\$5,551.62	\$5,551.62	CC Expenses - Jan
Pollard Water	Operating	2/8/17	9646	\$524.54	\$524.54	LS R & M
Pollard Water	Operating	2/8/17	9646	\$438.46	\$438.46	Manhole R & M
Praxair Distribution, Inc.	Operating	2/8/17	9647	\$27.93	\$27.93	Plant R & m
Quench USA, Inc.	Operating	2/8/17	9648	\$99.00	\$99.00	Water cooler
Ray Clemens	Operating	2/8/17	9649	\$400.00	\$400.00	Plant Janitorial Service
Reserve Account	Operating	2/8/17	9650	\$750.00	\$750.00	Postage
SAMCO	Operating	2/8/17	9651	\$3,000.00	\$3,000.00	Const Obser-Hidden Pines Sec 2
Shrewsbury & Associates, LLC	Operating	2/8/17	9652	\$75.00	\$75.00	Cont Obser-Woods at Shelborne Sec 2
Shrewsbury & Associates, LLC	Operating	2/8/17	9652	\$3,112.50	\$3,112.50	Const Obser-Jackson's Grant Sec 3
Shrewsbury & Associates, LLC	Operating	2/8/17	9652	\$3,675.00	\$3,675.00	Constr Obser-Woods at Shelborne Sec 2
Shrewsbury & Associates, LLC	Operating	2/8/17	9652	\$5,475.00	\$5,475.00	Constr Obser-Jackson's Grant Sec 3
Signius Communications	Operating	2/8/17	9653	\$70.84	\$70.84	Answering service
Star Media	Operating	2/8/17	9654	\$54.52	\$54.52	CTRWD Annual Meeting notices
Steve Pittman	Operating	2/8/17	9655	\$100.00	\$100.00	Board per diem
Taylor Oil Company, Inc.	Operating	2/8/17	9656	\$10.08	\$10.08	Fuel
Taylor Oil Company, Inc.	Operating	2/8/17	9656	\$276.63	\$276.63	Fuel
Taylor Oil Company, Inc.	Operating	2/8/17	9656	\$1,083.32	\$1,083.32	Fuel
Taylor Systems, Inc.	Operating	2/8/17	9657	\$104.15	\$104.15	Plant phone system
Tyco Integrated Security LLC	Operating	2/8/17	9658	\$572.02	\$572.02	Plant Security system
UniFirst Corporation	Operating	2/8/17	9659	\$44.05	\$44.05	Floor mats
UniFirst Corporation	Operating	2/8/17	9659	\$49.55	\$49.55	floor mats
UniFirst Corporation	Operating	2/8/17	9659	\$44.05	\$44.05	Floor mats
UniFirst Corporation	Operating	2/8/17	9659	\$49.55	\$49.55	floor mats
UniFirst Corporation	Operating	2/8/17	9659	\$44.05	\$44.05	floor mats
Utility Supply Company	Operating	2/8/17	9660	\$1,421.83	\$1,421.83	Manhole R & M
Vasey Commercial Heating & AC, Inc.	Operating	2/8/17	9661	\$366.50	\$366.50	Plant R & M
Wex Bank	Operating	2/8/17	9662	\$179.72	\$179.72	Fuel-January
Xylem Dewatering Solutions, Inc	Operating	2/8/17	9663	\$34,379.76	\$34,379.76	CIP-Goodwin portable pump-Equipment
Carl S. Mills	Operating	2/8/17	9664	\$200.00	\$200.00	Board fees
Empower Retirement (Hoosier START)	Operating	1/5/17	20170102	\$1,800.94	\$1,800.94	457B Contributions - PPE 12/30/2016
Empower Retirement (Hoosier START)	Operating	1/5/17	20170102	\$105.00	\$105.00	Roth IRA contributions - PPE 12/30/2016
Empower Retirement (Hoosier START)	Operating	1/5/17	20170102	\$5,641.89	\$5,641.89	401A Contributions - PPE 12/30/16
ADP	Operating	1/13/17	20170105	\$133.44	\$133.44	Payroll fees
Empower Retirement (Hoosier START)	Operating	1/18/17	20170106	\$105.00	\$105.00	Roth IRA contributions PPE 1/13/17
Empower Retirement (Hoosier START)	Operating	1/18/17	20170106	\$1,666.78	\$1,666.78	457B PPE 1/13/17
Empower Retirement (Hoosier START)	Operating	1/18/17	20170106	\$5,749.20	\$5,749.20	401A Deferrals - PPE 1/13/17
ADP	Operating	1/18/17	20170107	\$59,541.21	\$59,541.21	PPE 1/13/2017

Clay Township Regional Waste District

9.b.

Register of Claims

For the period 1/5/2017 through 2/8/2017

Name of Claimant	Fund	Payment Date	Check Number	Amount of Claim	Amount Allowed	Memorandum
ADP	Operating	1/20/17	20170108	\$160.04	\$160.04	Payroll fees
Anthem Blue Cross Blue Shield	Operating	1/30/17	20170109	\$26,160.48	\$26,160.48	Insurance - Feb 2017
ADP	Operating	1/27/17	20170110	\$129.36	\$129.36	Payroll fees
ADP	Operating	1/31/17	20170111	\$55,556.64	\$55,556.64	PAYROLL FEES PPE 1/27/2017
Empower Retirement (Hoosier START)	Operating	1/31/17	20170112	\$7,089.84	\$7,089.84	457B, 401A, Roth Contributions PPE 1/27/2017
					\$1,024,249.14	

ALLOWANCE OF CLAIMS

We have examined the claims listed on the foregoing Register of Claims, consisting of 6 pages, and except for claims not allowed as shown on the register, such claims are hereby allowed in the total amount of \$1,024,249.14 no investments.

_____	_____	_____
_____	_____	_____
_____	_____	_____