



Clay Township Regional Waste District

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Board of Trustees Meeting Agenda

Monday, January 8, 2018 @ 7:00 p.m.

Clay Township Government Center

10701 N. College Avenue, Indianapolis, IN 46280

- 1. Roll Call**
- 2. Public Comment**
- 3. Election of Officers**
- 4. Consent Items**
 - a. Memorandum, Board Meeting December 11, 2017
 - b. Memorandum, Executive Session December 11, 2017
 - c. Memorandum, Executive Committee Meeting December 11, 2017
- 5. Approval of Claims Docket**
- 6. Attorney's Report**
- 7. Utility Director's Report**
- 8. Committee Reports**
 - a. Budget & Finance Committee
 - b. Personnel & Benefits Committee
 - c. Capital & Construction Committee
 - i. Dedication: Hamlet at Jacksons Grant Section 1
 - ii. Jackson's Grant Sewer Service Agreement Amendment 3
 - iii. Carmel Reimbursement Agreement Project #1702 96th St. & Keystone Ave Sewer Relocation
- 9. Old Business**
 - a. 2018 Goals & Objectives
- 10. New Business**
- 11. Adjourn**



BOARD OF TRUSTEE MEETING

Monday, December 11, 2017 @ 7:00 P.M.

Memorandum

ROLL CALL

Present: President Marilyn Anderson, Vice President Steve Pittman, Secretary Michael McDonald, Treasurer Jane Merrill, Members Carl Mills, Chuck Ford, Barb Lamb, Michael Shaver. Others in attendance were, Legal Counsel Anne Poindexter, Director Drew Williams, Controller Cindy Sheeks, District Engineer Wes Merkle, Administrative Assistant Maggie Crediford, Plant Manager Scot Watkins.

MEMBER ABSENT

Eric Hand

APPROVAL OF MEMORANDUM

A Motion was made by Chuck Ford to approve the Minutes from the November 13, 2017 Board meeting and seconded by Michael McDonald. The Minutes were approved unanimously.

PUBLIC COMMENTS

Edie Miller, Former CTRWD Employee: Ms. Miller stated that she had worked for the District for four years and her employment was terminated October 20, 2017. She thanked the Board for their contributions to the District and encouraged them to interact with the hourly employees to foster better moral.

APPROVAL OF CLAIMS

Controller Cindy Sheeks stated that there were no Capital Expenses for the past month and that the claims consist of normal operating costs.

A Motion was made by Carl Mills and seconded by Jane Merrill to approve the claims as presented. The claims were approved unanimously.

ATTORNEY'S REPORTS

Anne Poindexter explained that the Board has the option of changing to a consent agenda to approve minutes and committee items that do not have action items. This would allow the Board to approve those items together rather than making motions on each item separately. If, however a Board Member wanted to discuss an item on the consent agenda separately it could be removed from the block of items, discussed then voted on.

Mr. Ford asked if the intent of moving to a consent agenda is to streamline meetings.

Mrs. Poindexter stated that would help the meetings run more efficiently.

On a Motion made by Mr. Ford to adopt a consent agenda format and seconded by Steve Pittman. The proposed agenda format was approved unanimously.

Anne Poindexter suggested that the Board reorder their agendas in 2018 and move the public comment section to immediately follow the roll call.

On a Motion made by Mr. Ford to reorder the agenda so that the public comments immediately follow the roll call and seconded by Ms. Merrill. The Motion was approved unanimously.

UTILITY DIRECTOR'S REPORT

Drew Williams stated that the District will be having it's Holiday Lunch on Monday December 18, 2017 at 11:00 a.m. He encouraged the board members to attend.

BUDGET & FINANCE COMMITTEE

A Motion was made by Ms. Merrill to approve the 2018 budget as presented in the Board Packet and seconded by Mr. Mills

Ms. Anderson asked if there were comments. Michael Shaver stated that he has concerns about the goals and objectives for 2018 and asked if those items be amended before the budget is approved. He is concerned that the goals and objectives do not include a cost reduction plan. He questioned the District's ability to have surplus in the budget going forward based on rate increases alone.

Ms. Merrill stated that the Budget is fluid and that if money needs to be reallocated from one item to another it can be discussed, and action could be taken if it is needed.

Ms. Anderson stated that there is enough money to cover the proposed budget for 2018. She agreed with Ms. Merrill that if something arises and funds need to be reallocated it can be discussed and voted on at that time.

Mr. Ford stated that the District normally has a cushion built into their budget and if it continues to be able to spend below its means he would encourage the Board to use some of that money to help employees cover the rising costs of insurance in the future.

Ms. Anderson stated that there will be a new budget discussed and approved each year. She reminded the members that they were approving only the 2018 budget at this meeting.

Mr. Mills stated that a budget is a moving target and allocations can be adjusted throughout the year based on needs.

Ms. Lamb asked if there was enough money budgeted to cover the 32.4% increase in insurance costs.

Ms. Sheeks and Mr. Williams stated that there is enough money in the proposed budget to cover the increase in insurance premiums for 2018.

Mr. Shaver stated again that he would like to see the goals and objectives for 2018 updated before the budget is approved.

Mr. Mills stated that he didn't believe that the proposed goals and objectives for 2018 and the proposed budget for 2018 are conflicting.

Michael McDonald stated that he understands the concept of lowering operation costs and why that would be a good addition to the goals and objectives. He asked if there is a plan for what would be adjusted if there are unexpected costs that need to be covered.

Mr. Ford stated that he is comfortable that there is enough room in the proposed budget if adjustments need to be made.

Ms. Anderson called for a vote on the proposed budget.

The 2018 Budget was approved as presented with a vote of 7 in favor. Mr. Shaver abstained from voting.

Ms. Merrill stated that the Budget and Finance Committee recommends that the District establish a refund policy going back 3 years. If someone can show that they have been overcharged, the District would be willing to go back three years to calculate refunds for both commercial and residential customers.

A motion was made by Ms. Merrill and seconded by Mr. McDonald to establish a 3-year refund policy for the District. The refund policy was approved unanimously.

PERSONNEL & BENEFITS COMMITTEE

Ms. Lamb stated that the proposed health care premium increase is 32.4%. The Committee recommended that the Board vote to accept the increase in premiums to keep deductibles lower for employees without reducing the coverage.

A Motion was made by Ms. Lamb to approve the proposed renewal of the health insurance coverage with the 32.4% increase and keeping the coverage the same and seconded by Mr. Pittman. The motion was approved unanimously.

Ms. Lamb stated that the District hired the consulting firm of Waggoner, Irwin, Scheele and Associates to conduct a salary survey and provide guidance on the current and proposed salary ranges. The minimum ends of pay scales have been raised and the maximums have remained about the same creating smaller ranges. The Committee recommended a 1.5% Cost of Living Adjustment for 2018 as well as 2.5% Merit

increases (to be allocated by management). The Committee also recommended that the three employees that are at the low end or below their salary ranges be brought up to 10% above the minimums of their ranges. These adjustments will cost \$6600.

A Motion was made by Ms. Lamb to approve a 1.5% COLA, a 2% Merit Pool and adjust the certain employees so that they are at 10% of their salary range and seconded by Mr. Ford. The motion was approved unanimously.

A Motion was made by Ms. Lamb to approve the 2018 proposed Salary Ordinance number 12-11-2017 including the updated positions, salaries and other related matters and seconded by Mr. Ford.

Mr. Shaver asked if the intent was to leave the Laborer position at the lower range. Mr. Williams indicated that this is a temporary position and once the employee gets the needed experience the employee would be moved to the higher position.

Ms. Anderson called for the vote. Salary Ordinance 12-11-2017 was approved unanimously.

CAPITAL & CONSTRUCTION COMMITTEE

A Motion was made by Mr. Pittman to accept the dedication of Jacksons Grant Section 5 and seconded by Ms. Merrill. The motion was approved unanimously.

Mr. Pittman stated that the Capital and Construction Committee reviewed the Capital Budget and 5-year projections. A Motion was made by Mr. Pittman to approve the 2018 Capital Budget and seconded by Ms. Merrill. The motion was approved unanimously.

EXECUTIVE COMMITTEE

Ms. Anderson stated that the Executive Committee met for Mr. Williams' review and provided him feedback. The committee discussed the possible increase for 2018. A Motion made by Ms. Lamb to approve Mr. Williams' salary by 2.5% and seconded by Mr. McDonald. The motion was approved unanimously

OLD BUSINESS

There was no old business.

NEW BUSINESS

2017 District accomplishments were included with the Board packets along with comments from the managers. The Executive Committee agreed to table the 2018 District Goals and Objectives presented to be discussed further. Ms. Anderson asked Board members to send any comments to Mr. Williams and copy her.

Mr. Shaver stated that the District needs to have some provision for cost reduction in the budget because we cannot continually increase our spending. We cannot always do this by raising rates. He also believes the cost of IT diligence as well as health insurance is out of our control. He believes the goals and objectives need to include cost reductions.

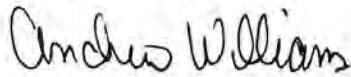
Ms. Merrill announced that the December Budget and Finance meeting will be held December 21, 2017 at 7:30 a.m.

ADJOURN

A Motion made by Mr. Ford and seconded by Ms. Merrill to adjourn the meeting. The meeting adjourned at 7:49 p.m.

The next Board of Trustees Meeting is scheduled for Monday, January 8, 2018 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

Clay Township Government Center

December 11, 2017

Please sign in:

Name	Address	Phone
Eddie Miller	15009 Mosser	586-835-6121
Maggie Creelford		
Linda Sheeks		
Sally King		
Wes Miller		



Executive Session
Monday, December 11, 2017 @ 5:30 P.M.
Memorandum

Present: President Marilyn Anderson, Vice President Steve Pittman, Secretary Michael McDonald, Treasurer Jane Merrill, and At-Large Member Carl Mills and Board Member Michael Shaver.

Ms. Anderson opened the executive session at 5:30 P.M. The committee discussed the job performance evaluation (IC5-14-1.5-6.1(b)(9)) of the Utility Director. It is certified that no matters other than the above job performance evaluation were discussed in the Executive Session. Ms. Anderson closed the executive session.

Approved:

_____ As Presented
_____ As Amended

Michael McDonald, Secretary

Marilyn Anderson, President



Executive Committee Meeting
 Monday December 11, 2017 @ 6:30 P.M.
Memorandum

Present: President Marilyn Anderson, Vice President Steve Pittman, Secretary Michael McDonald, Treasurer Jane Merrill, At-Large Member Carl Mills, Board Member Michael Shaver and Utility Director Andrew Williams.

Ms. Anderson opened the Executive Committee meeting. The Committee provided Mr. Williams with feedback on the past year's performance. The Committee determined it would recommend the Board approve a 2.5% raise for Mr. Williams. The Committee meeting was adjourned.

Approved:

_____ As Presented
 _____ As Amended

 Michael McDonald, Secretary

 Marilyn Anderson, President

THE CTRWD CONNECTION

Volume 11, Issue 1 January 2018
MONTHLY NEWSLETTER

A YEAR AT A GLANCE - DREW WILLIAMS

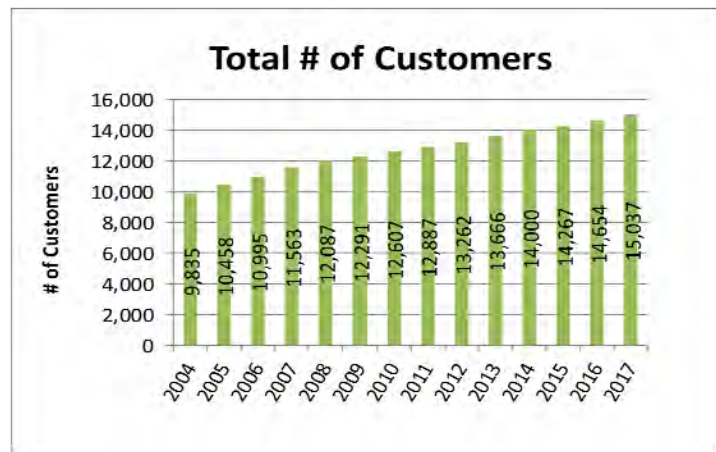
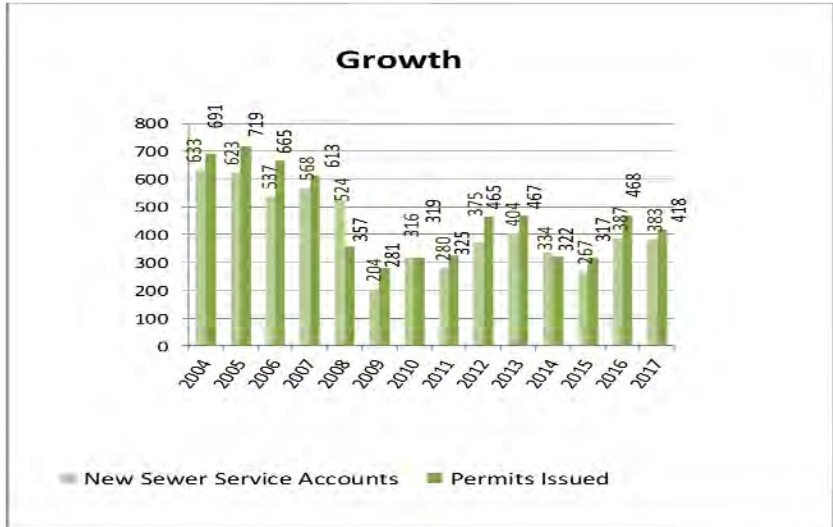
Another Strong Year of Customer Growth

The District's growth in 2017 was a near duplicate of 2016. There were 383 new customers in 2017 compared to 387 in 2016. The District now has 15,037 accounts. Much of the growth continues to be a result of Jackson's Grant and Sunrise on the Monon. However, Hidden Pines and new sections of the Village of West Clay have played a role in this growth. The number of Lateral Inspections completed were identical at 456 in both years.

New sewer added in 2017 totaled 54,417 feet and was 52,746 feet in 2016. There has not been two consecutive years with over 50,000 feet since 2007 and 2008. The District now has 303 miles of sewers.

Recognitions in 2017

- IWEA Safety Excellence Award
- IWEA Laboratory Excellence Award
- Operations Team Represented Indiana at the National WEF Competition
- Bob Roudebush received the IWEA's Ricky D. Dodd Public Outreach Award



The best is yet to be
-Robert Browning

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CALENDAR OF EVENTS

January 8	Board Meeting	7:00 p.m.
January 10	Staff Meeting	10:00 a.m.
January 15	Office Closed	MLK Jr. Day
January 22	P&B Meeting	7:30 a.m.
January 26	B&F Meeting	7:30 a.m.

PLANT REPORT – SCOT WATKINS

The extreme cold in December has made the operation of the odor control unit a challenge due to freezing parts. Strand Engineers and Graves Construction are working on a way to permanently resolve these issues. One benefit of the cold temperatures is that staff was able to cut the plant prairie grass down for the season. The belt press conveyer has been keeping staff busy replacing many parts to maintain proper operation. Fortunately the staff is able to make these repairs inhouse. The waste activated sludge (WAS) line failed and caused an overflow by the RAS/WAS Building. Fluid Waste was called in to clean up the area and GOC Contractors made the repair while Engineering staff observed. Once the WAS line was exposed it was determined that the ductile iron pipe had a split in the side. The cause of this is being investigated. The Cerlic sludge tracker (a device that is used every day at multiple locations to determine sludge levels) had failed and was replaced before the holidays.

As special thanks to Loren, Jason, Bob and Shaun for working Christmas and New year holidays and giving up precious family time. Plant operations are more challenging during these extremely cold temperatures.

There were 23 Pretreatment inspections completed. The second IDEM required sampling was performed on the District's only industrial user, Schafer Powder Coating. Jiffy Lube disconnected their contaminated groundwater filtration system now that it was determined there is no longer a problem. They are now able to discharge their sump water into the ditch behind their building. HiperWeb is still being tested and continually updated. The District also hosted the December IWEA Pretreatment Committee meeting

SAFETY UPDATE - LOREN PRANGE

The District has had no reportable injuries and has gone 2862 days without a loss time accident.

The following safety tailgate sessions were held: Avoiding Slips and Trips, Working at Altitude: Don't Fall Into Danger and Holiday Fun, Holiday Stress, Holiday Accidents.

The Treatment Plant added custom made foot guards for the Vertical Loop Reactor (VLR). The VLR is an Oxidation ditch that has 8 shafts spinning to force air into the wastewater. The shafts are exposed and extend into walk way. The new guards protect operators from contacting the shafts when greasing bearings. The annual Safety audit was completed on confined space equipment, hard hats and traffic vests. Any equipment not passing the inspection has been replaced.

COLLECTIONS REPORT – AARON STRONG

Collections staff started cutting and chemically treating mains with root intrusion as identified by Closed Circuit Television (CCTV) inspection, however freezing temperatures quickly hampered our efforts after completing one main. Staff cleaned 10 manholes in the Village of West Clay after a contractor hit multiple manhole castings while paving alleys. Asphalt millings were vacuumed out of the structures and the manholes were washed down. All staff time was logged and will be billed back to the contractor.

There was a lot of activity at Lift Station 2 in the month of December. The check valves on pumps 4 and 5 were replaced with new Val-Matic Swing-Flex valves, retiring the old weighted swing check valves. The new valves will improve pump performance and are not as susceptible to ragging up. The Godwin natural gas driven pump was found to have three leaking fittings during routine lift station inspections and were subsequently repaired. Vectren Energy Group was summoned to the site to upgrade the supply side regulator for this pump. The regulator was replaced with a fast-acting regulator; mitigating engine stumbling at high RPM's. Staff also observed that the Purifil air scrubbing unit was freezing up due to subzero temperatures. The system was shut down and staff will monitor the site and return the unit to normal operation once temperatures are favorable.

Collections staff took delivery of six FOGRod, a level control device for lift stations. Each FOGRod will replace 5 high maintenance floats located in lift station wet wells. Staff cleaned over 6,000 floats last year during routine weekly lift station inspections. Once the FOGRods are phased in, collections staff will see an 80% reduction in level control devices, saving time and resources.

Fluid Waste Services installed a Cure in Place Pipe (CIPP) liner in main SHE2-SHE1, located near 121st Street and Shelborne Road. Damage to the main was found during routine CCTV inspection. A damage investigation could not identify a root cause as the main is 20 feet deep, well below the depth of neighboring utilities.

Staff responded to a contractor related overflow in the Village of West Clay. Collection crews quickly stopped the overflow and found that the main had been plugged during construction of a developer project per District requirements. The contractor, Valenti-Held failed to remove the plug from the system before dedication. The District has a plug tracking program in place, unfortunately this developer project preceded this program. Collections staff will be inspecting all projects that predate the implementation of the plug tracking program.

CONSTRUCTION & ENGINEERING —WES MERKLE

Engineering Update

In the month of November, the Engineering Group completed 349 locates, 60 I&I inspections and 36 lateral inspections. Six failed I&I inspections found issues requiring correction. Kermin completed most inspections and Nate completed most locates. Brian is helping with locates and inspections while he is on winter break from Purdue. Ryan is reviewing plans for 22 private development projects. Six private development projects are under construction currently. He continues to coordinate with Carmel on road, path and drainage improvement projects throughout our service area.

Jeff continues to assist with Hiperweb implementation. Jeff and Eric observed remaining construction activities on the 106th Street force main project. Eric observed Spring Mill Interceptor project punch list items as well as construction of Home Place Gardens sewer installation. Eric will observe remaining work at Home Place Gardens, Shelborne/96th Street manhole adjustments by Carmel's path contractor, and Jackson's Grant Section 2 sewers. Jeff updated several maps for Collections and Engineering. Staff adjusted several manhole castings that were affected by the Spring Mill Road path improvement project.

Engineering and Collections staff completed inspections of Village of West Clay manholes after an alley paving project damaged over a dozen structures. Ryan is working with the Village of West Clay and their contractor to get repairs complete as well as reimbursement for costs incurred.

Design and permitting work on the plant outfall project continues as staff works with a property owner along Cemetery Creek to address concerns about the project.

Bids for sewer relocation work at 96th Street and Keystone Parkway will be received once the City of Carmel acquires new easements and right-of-way needed for the work. Staff is working with Carmel's Engineering Department and consultants to finalize reimbursement agreements. Construction is anticipated in 2018.

Bids were received for the next neighborhood sewer extension project. Bids were well under the engineer's estimate. If the contract is awarded by the Board in February, construction could be complete in July. Staff is working on easement acquisition along 116th Street and answering questions from homeowners within these neighborhoods. This project includes Autumn Woods, West 116th Street, Williams Creek Manor, Spring Mill Place and Spring Mill Heights.

Staff continued working with the Jackson's Grant developer and engineer on design of the final two sections of the interceptor sewer. Section 2 construction will proceed first and extend the interceptor to Clay Center Road towards Lift Stations 5 and 19. Section 6 will follow by extending the interceptor northeast of Lift Station 26, allowing Lift Station 4 to be taken offline. CTRWD will separately design, bid and construct the sewer across the Book property. Construction is anticipated in 2018.

Construction Update

Crews have completed many punch list items on the 106th Street Parallel Force Main project. Startup and testing of new controls for valve automation is now complete. The force Main is in service. Staff is working with the contractor to finalize change orders and finish punch list items.



Abney Glen Leak Repair



Employee Birthdays

Rick Hoole	January 10
Wes Merkle	January 31

Anniversaries

Wes Merkle	January 14	5 years of service
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Financials - Cindy Sheeks

November 2017 revenues were over projections by \$40,213 (6.92%) for a total of \$621,213. Residential sales were \$384,330, which is 6.56% higher than budgeted and commercial sales totaled \$209,640, which is 4.43% higher than budgeted. Commercial dropped to \$209,640 but was still above projections by 4.43% for the month. Operating Expenses totaled \$419,754, 5.44% above budget in November. Wages, Administration, and Treatment costs were all above budget in November and Collection costs were below budget. Wages were above budget by 9.04%, administration was above by 7.18%, and treatment costs were above budget by 2.87%. Collection expenses were below budget by 2.89%. Net income was \$174,967 in November exceeding projections by \$30,451 for the month. YTD net income of \$1,934,191 is above projections by \$634,907.

Cash generated for November shows a net increase in all funds by \$264,681 due to low capital spending which totaled \$33,507.22 for the month or 0.28% of the capital budget of \$11,768,909. Project spending included the 106th Street Force Main, the Spring Mill Road Interceptor, I&I removal, and neighborhood sewer projects. YTD, cash balances have decreased by \$5,636,608 from the December 31, 2016 balances. Cash on hand on November 30, 2017 is \$7,020,464. The balances in the funds are listed below:

Operating	\$ 846,490
Interceptor	\$ 56,946
Plant Expansion	\$ 3,592,755
Operating Reserve	\$ 2,192,400
Reserve for Replacement	\$ 331,873



Happy New Year!

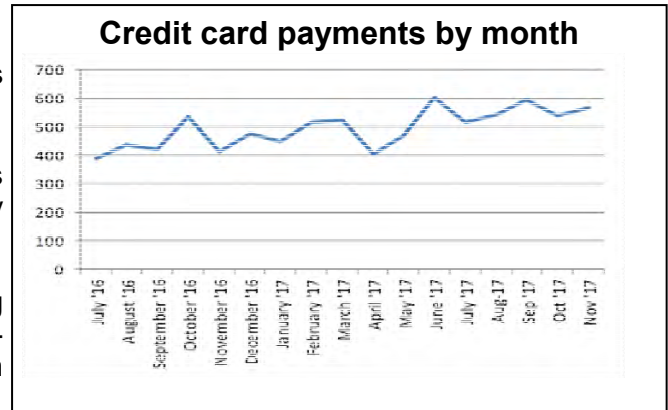


CUSTOMER SERVICE UPDATE - Shelly Keefe

No liens were filed in December. The total lien balance is \$22,289.96.

Testing is continuing for the next billing upgrade. Billing's server was upgraded which should increase efficiency and will prepare for the upgrade as well.

In December, 22 new customers were added to billing and 28 permits were issued. The total number of customers receiving their statement by email is now 2,443, which is an increase of 28 customers



Maintain No Gain - Wellness Challenge

CTRWD Employees: If you kept your weight on track through the holidays and didn't gain more than 2 pounds between November 15, 2017 - January 10, 2018, a \$25 gift card is coming your way! Health Screenings are January 10, 2018.

<http://www.eatingwell.com>



CTRWD
2017

Selected Statistics 2017	January	February	March	April	May	June	July	Aug	Sept	Oct	Nov	December	2017 Monthly Average	2017 YTD	2016 Monthly Avg Through December	2016 Total Through December
Maintenance Information																
Lateral Inspections	32	42	39	35	36	41	38	42	23	48	44	36	38	456	38	456
Certified I&I Inspections	40	38	52	52	70	95	69	74	52	64	62	60	61	728	58	691
Failed I&I Inspections	1	0	1	1	1	2	2	1	1	1	2	6	1.6	19	0.08	1
Customer Work Requests	0	0	0	4	4	0	6	0	0	0	0	0	1.2	14	0.0	0
Sewer Locates	541	505	597	414	572	733	742	623	457	615	432	349	548	6,580	519	6,231
Manholes Added	0	0	0	0	0	0	11	5	1	0	39	14	6	70	11	127
Total # of Manholes	5,702	5,702	5,702	5,702	5,702	5,702	5,713	5,718	5,719	5,719	5,758	5,772	n/a	5,729	5,689	5,719
Manholes Inspected	0	548	418	646	235	45	6	39	0	34	102	12	174	2,085	37	443
Feet of Sewer Added	0	0	0	0	0	23,736	2,924	11,844	200	0	10,791	4,922	4,535	54,417	4,396	52,746
Total Footage of Sewers	1,576,477	1,576,477	1,576,477	1,576,477	1,576,477	1,600,213	1,602,669	1,614,513	1,614,713	1,614,713	1,625,504	1,630,426	n/a	1,600,213	n/a	1,576,477
Feet of Sewer Televised	9,867	26,085	28,856	22,996	19,221	29,745	31,780	29,696	9,945	19,954	54,914	853	23,659	283,912	28,290	339,486
Feet of Sewer Cleaned	0	0	0	0	0	0	15,236	15,745	2,785	16,070	5,102	1,100	4,670	56,038	6,681	80,174
Overflows	0	2	1	0	1	0	0	0	0	0	0	2	0.5	6	0.33	4
Station 1 to Carmel Utilities																
Rainfall / Precipitation (inches)	3.33	0.89	3.23	5.17	8.68	6.13	5.79	1.41	0.73	3.69	4.51	0.63	3.68	44.19	4.01	48.11
Total Flow (gallons)	65,932,000	43,767,228	60,788,935	66,921,350	81,391,000	58,796,689	67,726,733	52,606,907	44,827,092	46,622,441	48,822,018	42,139,670	56,695,000	680,342,063	57,945,000	695,345,000
Maximum Daily Flow (gallons)	3,790,000	1,719,000	3,265,000	4,972,000	4,616,000	2,923,000	3,587,000	2,066,000	1,800,000	1,809,000	2,280,000	1,562,079	2,866,000	4,972,000	n/a	n/a
Average Daily Flow (gallons)	2,126,838	1,563,155	2,012,319	2,230,711	2,475,616	1,959,890	2,184,733	1,696,997	1,494,236	1,504,288	1,627,401	1,359,344	1,853,000	n/a	1,926,000	23,107,150
Minimum Flow (gallons)	1,270,000	1,411,943	1,257,704	1,722,521	1,530,000	1,459,398	1,712,411	1,408,941	1,288,328	1,258,649	1,419,210	1,174,876	1,409,498	1,174,876	1,436,000	1,060,000
Michigan Road WWTP																
Total Flow (gallons)	91,777,000	68,182,000	84,230,000	81,656,000	102,541,000	79,275,000	84,581,000	73,218,000	67,240,000	74,093,000	78,349,000	71,802,000	79,745,000	956,944,000	75,365,000	904,383,000
Maximum Daily Flow (gallons)	4,333,000	2,655,000	3,475,000	4,221,000	8,710,000	4,936,000	4,020,000	2,567,000	2,405,000	2,625,000	4,268,000	2,555,000	3,898,000	8,710,000	3,475,000	5,177,000
Average Daily Flow (gallons)	2,900,000	2,435,071	2,717,000	2,721,867	3,307,774	2,642,500	2,728,419	2,361,871	2,253,000	2,390,097	2,611,633	2,316,194	2,615,000	n/a	2,479,000	n/a
Minimum Daily Flow (gallons)	2,442,000	2,275,000	2,358,000	2,333,000	2,469,000	2,255,000	2,347,000	2,190,000	2,111,000	2,130,000	2,333,000	19,151,000	3,700,000	2,111,000	2,036,000	1,465,000
Total Flow to Both Plants	157,709,000	111,949,228	145,018,935	148,577,350	183,932,000	138,071,689	152,307,733	125,824,907	112,067,092	120,715,441	127,171,018	113,941,670	136,441,000	1,637,286,063	133,311,000	1,599,728,000
Biosolids Handling (gallons)																
Wasted (Biosolids)	1,103,000	1,360,660	1,608,660	86,253	1,079,010	821,380	861,810	860,600	867,900	873,200	1,234,530	1,412,100	1,014,000	12,169,000	1,494,000	17,926,780
Dewatered	192,014	296,000	260,000	187,000	293,000	295,000	222,000	218,000	215,010	429,000	320,000	379,000	276,000	3,306,000	443,000	5,311,000
Digested Sludge Withdrawn	619,300	680,300	952,900	800,200	971,000	794,000	830,000	861,600	868,000	886,800	771,100	754,100	816,000	9,789,000	673,000	8,071,300
Customer Information																
New Sewer Service Accounts	32	28	32	18	59	43	22	36	35	30	26	22	32	383	32	387
Permits Issued	25	32	33	34	45	37	40	54	34	27	29	28	35	418	39	468

Clay Township Regional Waste District
Register of Claims
For the period 12/15/2017-12/31/17

Payment date	Payment number	Bank name	Payee name	Amount	Amount Allowed	Description
12/15/17	10946	Operating	Abigail Seif	\$507.19	\$507.19	Refund-overpayment
12/18/17	10947	Operating	Maggie Crediford	\$250.00	\$250.00	Employee expenses
12/20/17	10948	Operating	AFLAC	\$521.44	\$521.44	AFLCA
12/20/17	10949	Operating	Allison Payment Systems LLC	\$4,880.50	\$4,880.50	Postage
12/20/17	10949	Operating	Allison Payment Systems LLC	\$3,369.59	\$3,369.59	Billing services
			Total 10949	\$8,250.09	\$8,250.09	
12/20/17	10950	Operating	AT&T Mobility	\$897.94	\$897.94	Cellular service - lift stations
12/20/17	10951	Operating	C.I.O.A.	\$108.00	\$108.00	CIOA Dues
12/20/17	10952	Operating	Carmel Utilities	\$12.68	\$12.68	LS 1
12/20/17	10952	Operating	Carmel Utilities	\$12.68	\$12.68	LS 2
12/20/17	10952	Operating	Carmel Utilities	\$25.78	\$25.78	LS 26
			Total 10952	\$51.14	\$51.14	
12/20/17	10953	Operating	Citizens Energy Group	\$87.64	\$87.64	Plant water
12/20/17	10953	Operating	Citizens Energy Group	\$41.75	\$41.75	LS 17
			Total 10953	\$129.39	\$129.39	
12/20/17	10954	Operating	Kinetrex Energy	\$1,464.64	\$1,464.64	Natural Gas
12/20/17	10955	Operating	Maco Press	\$136.17	\$136.17	Envelopes
12/20/17	10955	Operating	Maco Press	\$437.77	\$437.77	I & I forms
12/20/17	10955	Operating	Maco Press	\$327.02	\$327.02	AP Checks
12/20/17	10955	Operating	Maco Press	\$206.77	\$206.77	Pens
12/20/17	10955	Operating	Maco Press	\$51.20	\$51.20	Cards-Byrnes
			Total 10955	\$1,158.93	\$1,158.93	
12/20/17	10956	Operating	Ryan Hartman	\$20.00	\$20.00	Wellness reim
12/20/17	10957	Operating	Scot Watkins	\$33.74	\$33.74	Clothing allowance
12/20/17	10958	Operating	Spectrum Business	\$224.00	\$224.00	Internet
12/20/17	10959	Operating	Vectren Energy Delivery	\$17.00	\$17.00	LS 10
12/20/17	10959	Operating	Vectren Energy Delivery	\$47.67	\$47.67	LS 2
12/20/17	10959	Operating	Vectren Energy Delivery	\$18.67	\$18.67	LS 4
12/20/17	10959	Operating	Vectren Energy Delivery	\$869.54	\$869.54	Plant natural gas
			Total 10959	\$952.88	\$952.88	
12/31/17	10960	Operating	Maggie Crediford	\$159.21	\$159.21	Printer
12/31/17	10961	Operating	Barbara Lamb	\$250.00	\$250.00	Board per diems
12/31/17	10962	Operating	Carl S. Mills	\$200.00	\$200.00	Board member fees
12/31/17	10963	Operating	Charles Ford	\$150.00	\$150.00	Board member fees
12/31/17	10964	Operating	Eric Hand	\$50.00	\$50.00	Dec board member fees
12/31/17	10965	Operating	Jane B. Merrill	\$100.00	\$100.00	Board member fees
12/31/17	10966	Operating	Marilyn Anderson	\$300.00	\$300.00	Board member fees
12/31/17	10967	Operating	Michael A. McDonald	\$150.00	\$150.00	Dec board member fees
12/31/17	10968	Operating	Michael Shaver	\$200.00	\$200.00	Dec board member fees
12/31/17	10969	Operating	4417 Panthera Leo Dr LLC	\$42.42	\$42.42	Refund-4417 PantheraLeo Dr
12/31/17	10970	Operating	Daniel R Christian	\$17.66	\$17.66	Refund-10917 Valley Forge
12/31/17	10971	Operating	Elming Li	\$82.86	\$82.86	Refund-1560 Charity Chase
12/31/17	10972	Operating	Ignacio Conti	\$23.73	\$23.73	Refund-13658 Monique
12/31/17	10973	Operating	Investors Capital LLC	\$35.11	\$35.11	Refund-1525 E 106th St
12/31/17	10974	Operating	Katherine Bradford	\$23.82	\$23.82	Refund-10726 Knight Dr
12/31/17	10975	Operating	Nathan or Sandy Shinkle	\$29.19	\$29.19	Refund-2067 Rhettisbury St
12/31/17	10976	Operating	Steve Brennan	\$17.88	\$17.88	Refund-13934 Salsbury Creek Dr
12/31/17	10977	Operating	Stewart Properties & Investements LL	\$12.76	\$12.76	Refund-10737 Stratton
12/31/17	10978	Operating	Tammy Williams	\$15.54	\$15.54	Refund-2481 E 98th St
12/31/17	10979	Operating	William N Salin II	\$102.66	\$102.66	Refund-13025 Brighton Lane
12/31/17	10980	Operating	Steve Pittman	\$200.00	\$200.00	Board member fees
12/31/17	10981	Interceptor	Gradex Inc	\$7,400.00	\$7,400.00	CIP-Retainage Proj 1602
12/31/17	10982	Interceptor	GRW	\$165.00	\$165.00	CIP-Proj 1602 Springmill
12/31/17	10983	Operating	Alpha-Liberty Company Inc.	\$667.00	\$667.00	Sewer sampling
12/31/17	10984	Operating	BBC Pump and Equipment Co Inc	\$5,060.00	\$5,060.00	CIP-VegaRadar rods
12/31/17	10985	Operating	Brickyard Fire Protection	\$1,317.40	\$1,317.40	Plant R & M
12/31/17	10986	Operating	Butler Fairman & Seufert	\$7,262.22	\$7,262.22	CIP-Proj 1601 106th St FM
12/31/17	10987	Operating	Carmel Utilities	\$77,534.10	\$77,534.10	December flow
12/31/17	10987	Operating	Carmel Utilities	\$1,016.40	\$1,016.40	Dec meter reads
			Total 10987	\$78,550.50	\$78,550.50	
12/31/17	10988	Operating	Central Industrial Contractors	\$4,628.00	\$4,628.00	Check valves
12/31/17	10989	Operating	Cerlic Enviromental Controls, Inc.	\$3,681.80	\$3,681.80	Sewer sampling repairs
12/31/17	10990	Operating	Clay Township Trustee	\$2,200.76	\$2,200.76	Dec operating costs
12/31/17	10991	Operating	Connect Electric Inc	\$1,584.00	\$1,584.00	Plant R & M

Payment date	Payment number	Bank name	Payee name	Amount	Amount Allowed	Description
12/31/17	10992	Operating	Continental Research Corporation	\$490.00	\$490.00	Plant and Lift Station R & M
12/31/17	10993	Operating	DLZ Indiana, LLC	\$1,725.00	\$1,725.00	Const Insp-Jackson Grant Sect 4
12/31/17	10993	Operating	DLZ Indiana, LLC	\$637.50	\$637.50	Cons Ins-Clay Corner
			Total 10993	\$2,362.50	\$2,362.50	
12/31/17	10994	Operating	Eco Infrastructure Solutions, Inc.	\$2,727.05	\$2,727.05	Televising
12/31/17	10994	Operating	Eco Infrastructure Solutions, Inc.	\$1,794.10	\$1,794.10	Televising
12/31/17	10994	Operating	Eco Infrastructure Solutions, Inc.	\$3,112.41	\$3,112.41	Televising
			Total 10994	\$7,633.56	\$7,633.56	
12/31/17	10995	Operating	Element Materials Technology Dalevil	\$646.00	\$646.00	Lift station repairs
12/31/17	10996	Operating	Fastenal Company	\$11.81	\$11.81	Plant R & M
12/31/17	10996	Operating	Fastenal Company	\$75.96	\$75.96	Plant R & M
12/31/17	10996	Operating	Fastenal Company	\$100.69	\$100.69	Plant R & M
12/31/17	10996	Operating	Fastenal Company	\$3.23	\$3.23	Plant R & M
12/31/17	10996	Operating	Fastenal Company	\$64.00	\$64.00	Plant R & M
			Total 10996	\$255.69	\$255.69	
12/31/17	10997	Operating	Ferguson Waterworks #1934	\$604.00	\$604.00	Lift station R & M
12/31/17	10998	Operating	Fluid Waste Services, Inc.	\$1,527.50	\$1,527.50	Plant R & M
12/31/17	10999	Operating	Gordon Plumbing, Inc	\$172.00	\$172.00	Lift Station R & M
12/31/17	11000	Operating	Grainger	\$80.54	\$80.54	Lift Station R & M
12/31/17	11000	Operating	Grainger	\$79.90	\$79.90	Lift Station R & M
12/31/17	11000	Operating	Grainger	\$1,635.72	\$1,635.72	Plant R & M
			Total 11000	\$1,796.16	\$1,796.16	
12/31/17	11001	Operating	GRW	\$1,855.50	\$1,855.50	CIP-Proj 1707 Autumn Woods Neighborhood se
12/31/17	11001	Operating	GRW	\$1,847.00	\$1,847.00	CIP-Proj 1601 106th St FM
12/31/17	11001	Operating	GRW	\$646.72	\$646.72	Eng Study-Union Twp
			Total 11001	\$4,349.22	\$4,349.22	
12/31/17	11002	Operating	Hach Company	\$1,505.00	\$1,505.00	Sewer sampling
12/31/17	11002	Operating	Hach Company	\$322.20	\$322.20	Sewer sampling
12/31/17	11002	Operating	Hach Company	\$347.36	\$347.36	Sewer sampling
			Total 11002	\$2,174.56	\$2,174.56	
12/31/17	11003	Operating	Indianapolis Star	\$289.24	\$289.24	CIP-Proj 1707 Neighborhood sewers
12/31/17	11004	Operating	IPL	\$43.00	\$43.00	Valve vault
12/31/17	11004	Operating	IPL	\$92.24	\$92.24	LS 3
12/31/17	11004	Operating	IPL	\$422.96	\$422.96	LS 8
12/31/17	11004	Operating	IPL	\$263.88	\$263.88	LS 9
12/31/17	11004	Operating	IPL	\$729.16	\$729.16	LS 10
12/31/17	11004	Operating	IPL	\$71.34	\$71.34	LS 12
12/31/17	11004	Operating	IPL	\$40.84	\$40.84	LS 18
12/31/17	11004	Operating	IPL	\$52.10	\$52.10	LS 20
12/31/17	11004	Operating	IPL	\$39.51	\$39.51	LS 22
12/31/17	11004	Operating	IPL	\$52.10	\$52.10	LS 25
			Total 11004	\$1,807.13	\$1,807.13	
12/31/17	11005	Operating	IT Indianapolis	\$3,559.25	\$3,559.25	Monthly support
12/31/17	11005	Operating	IT Indianapolis	\$1,584.00	\$1,584.00	ARCGIS server migration
12/31/17	11005	Operating	IT Indianapolis	\$1,518.00	\$1,518.00	UMS SQL Project
12/31/17	11005	Operating	IT Indianapolis	\$1,210.00	\$1,210.00	Misc issues
12/31/17	11005	Operating	IT Indianapolis	\$778.70	\$778.70	Datto Storage
12/31/17	11005	Operating	IT Indianapolis	\$660.00	\$660.00	Office 365
			Total 11005	\$9,309.95	\$9,309.95	
12/31/17	11006	Operating	IUPPS	\$1,670.10	\$1,670.10	Monthly tickets
12/31/17	11007	Operating	Indiana Water Environment Associatic	\$270.00	\$270.00	Conference-10/12/17
12/31/17	11008	Operating	Kirby Risk Corporation	\$97.79	\$97.79	Plant R & M
12/31/17	11008	Operating	Kirby Risk Corporation	\$110.92	\$110.92	Lift Station R & M
			Total 11008	\$208.71	\$208.71	
12/31/17	11009	Operating	Merrell Brothers, Inc.	\$914.94	\$914.94	Biosolid disposal
12/31/17	11009	Operating	Merrell Brothers, Inc.	\$9,654.66	\$9,654.66	Biosolid disposal
			Total 11009	\$10,569.60	\$10,569.60	
12/31/17	11010	Operating	Nalco Crossbow Water	\$133.90	\$133.90	Sewer sampling
12/31/17	11011	Operating	Napa Auto Parts	\$45.99	\$45.99	Equipment repairs
12/31/17	11011	Operating	Napa Auto Parts	\$122.92	\$122.92	Vehicle repairs
12/31/17	11011	Operating	Napa Auto Parts	\$160.98	\$160.98	Equipment repairs
			Total 11011	\$329.89	\$329.89	
12/31/17	11012	Operating	Ottenweller Contracting	\$5,296.38	\$5,296.38	Plant R & M-repairs to pipe
12/31/17	11013	Operating	Praxair Distribution, Inc.	\$28.15	\$28.15	Operating supplies
12/31/17	11014	Operating	PVS Nolwood Chemicals, Inc	\$3,856.58	\$3,856.58	Operating supplies
12/31/17	11015	Operating	Republic Services #761	\$338.64	\$338.64	Trash service
12/31/17	11016	Operating	Ryan Osborne, Inc	\$1,487.50	\$1,487.50	Software support
12/31/17	11017	Operating	Sam Mouron	\$1,020.00	\$1,020.00	Plant R & M

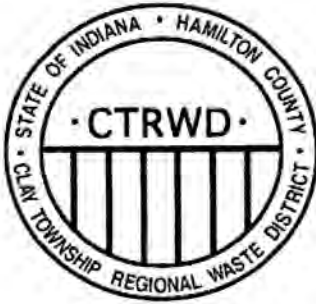
Payment date	Payment number	Bank name	Payee name	Amount	Amount Allowed	Description
12/31/17	11018	Operating	Serpentix Conveyor Corp	\$395.35	\$395.35	Plant R & M
12/31/17	11019	Operating	Signius Communications	\$77.00	\$77.00	Answering service
12/31/17	11020	Operating	Straeffer Pump & Supply, Inc.	\$33.78	\$33.78	Lift station R & M
12/31/17	11021	Operating	Taylor Oil Company, Inc.	\$1,188.52	\$1,188.52	Fuel
12/31/17	11021	Operating	Taylor Oil Company, Inc.	\$2,734.42	\$2,734.42	Dyed Fuel
			Total 11021	\$3,922.94	\$3,922.94	
12/31/17	11022	Operating	Taylor Systems, Inc.	\$106.75	\$106.75	Monthly billing fees
12/31/17	11023	Operating	USA BlueBook	\$161.56	\$161.56	Sewer sampling
12/31/17	11024	Operating	Waggoner Irwin Scheele & Associates	\$9,256.43	\$9,256.43	Salary study
12/31/17	11025	Operating	AT & T Mobility	\$915.98	\$915.98	Cell phones
12/31/17	11026	Operating	AT & T Mobility	\$625.04	\$625.04	Internet
12/31/17	11027	Operating	Altman, Poindexter & Wyatt, LLC	\$3,043.90	\$3,043.90	Legal Fees
12/31/17	11029	Interceptor	Reynolds Construction	\$532,315.92	\$532,315.92	CIP-Proj 1601 106th ST Forcemain
12/13/17	201709190	Operating	Duke Energy	\$16,792.41	\$16,792.41	Plant 11/17
12/5/17	201709216	Operating	ADP	\$52,520.63	\$52,520.63	Payroll
12/6/17	201709215	Operating	Empower Retirement (Hoosier STAR)	\$6,771.13	\$6,771.13	Retirement
12/7/17	201709191	Operating	Duke Energy	\$875.60	\$875.60	LS 14 11/17
12/11/17	201709192	Operating	Duke Energy	\$182.17	\$182.17	LS 16
12/12/17	201709193	Operating	Duke Energy	\$309.47	\$309.47	LS 23 11/17
12/11/17	201709196	Operating	Duke Energy	\$181.01	\$181.01	LS 11 11/17
12/25/17	201709203	Operating	PNC Bank	\$1,827.49	\$1,827.49	CC EXPENSES NOV 2017
12/15/17	201709206	Operating	ADP	\$124.34	\$124.34	Workforce NOW Bundle
12/19/17	201709207	Operating	ADP	\$54,044.35	\$54,044.35	PPE 12/15/17
12/15/17	201709208	Operating	Anthem Blue Cross Blue Shield	\$25,028.84	\$25,028.84	Insurance
12/22/17	201709209	Operating	ADP	\$105.25	\$105.25	Workforce Now
12/19/17	201709211	Operating	Empower Retirement (Hoosier STAR)	\$6,890.31	\$6,890.31	PPE 12/15/17
12/27/17	201709212	Operating	Mutual of Omaha	\$3,673.90	\$3,673.90	Insurance
12/29/17	201709213	Operating	ADP	\$124.34	\$124.34	Workforce Now
12/31/17	201709214	Operating	Wex Bank	\$526.04	\$526.04	Fuel-Nov and Dec

\$908,707.79 \$908,707.79

ALLOWANCE OF CLAIMS

We have examined the claims listed on the foregoing Register of Claims, consisting of 3 page, and except for claims not allowed as shown on the register, such claims are hereby allowed in the total amount of

\$908,707.79



CAPITAL & CONSTRUCTION COMMITTEE

Monday, January 2, 2018 @ 4:30 P.M.

Memorandum

Present: Chair Steve Pittman, Committee Members Marilyn Anderson and Eric Hand, Board Members Michael Shaver, Michael McDonald, others in attendance were Legal Counsel Anne Poindexter, Director Drew Williams, Engineering Manager Wes Merkle, District Engineer Ryan Hartman and Administrative Assistant Maggie Crediford.

Mr. Pittman called the meeting to order at 4:36 p.m.

Public Comment

There was no public comment.

Dedication- Hamlet at Jacksons Grant Section 1

Mr. Hartman stated that there were no items to address and that Hamlet at Jackson's Grant Section 1 is ready for sanitary sewer dedication.

Michael Shaver asked what process the District goes through to accept the sewers.

Mr. Hartman stated that the District has a Dedication Ordinance in place which lays out the guidelines that need to be followed to have the sewer lines accepted into the system. Manholes need to be vacuum tested, mainlines are air and mandrel tested. Mr. Williams added that developers also must file paperwork for the dedication with the District. They must acquire a 3-year 10% Maintenance Bond, which covers the sanitary sewer construction.

Mr. Shaver asked what would cause the bond to pay.

Mr. Hartman stated that the conditions would be laid out specifically in the Maintenance Bond. Two months prior to the 3-year dedication the District goes back and inspects everything to make sure everything is inline and working properly. If there are issues the developer would be required to make the repairs or the District will call the bond.

Mr. Williams stated that the District has not had to call a bond. The contractors have stepped forward to do the work. The bonds are in place in case a contractor disappears.

Mr. McDonald asked what system the District has in place to alert them to the key time to reinspect the systems before the bond expires.

Mr. Hartman stated that the District is implementing new software that would remind them when the inspections are due. Currently until the new software is up and running they have the dates loaded into Microsoft Outlook to schedule inspections before bonds expire. Mr. McDonald asked what the backup was if this information was lost. Mrs. Poindexter stated that the records could be reconstructed through C&C agendas and minutes.

Mr. Pittman asked what would happen to the bond if the reminder failed and the District didn't reinspect the system in the proper time frame. Mr. Merkle stated that the bond would expire.

#1707 Neighborhood Sewer Project Construction Contract Award

Mr. Williams stated that the packet included a bid summary from contractors. The pricing is very good. TPI is the low bidder on the project. He stated that financing for these types of projects in the past has been done by taking the total cost of the project and dividing it equally among the lots in each subdivision. He presented a spreadsheet to the Committee along with exhibits showing the subdivisions being discussed. These neighborhoods were bid as three projects combined into one bid. His handout showed how each of the projects costs were divided out within the bids. Service has already been provided to twelve properties along Spring Mill Road in the section that was approved two months ago where those property owners were charged the interceptor fee as well as the installation costs of the lateral stub. In the rest of Spring Mill Place and Spring Mill Heights the District will be running the trunk line, but will not be running any lateral stubs. The thought is that charging the interceptor fee based off the current ordinance in these areas would be similar to the way the twelve neighbors along Spring Mill Road were charged. Autumn Woods is a smaller project with more consistent lot sizes. 116th & Williams Creek consists of a small subdivision with smaller lots then there are a bunch of bigger lots of varying sizes. Some of the lots are over 10 acres, but there is an Acreage Reduction Ordinance that would allow for them to reduce the acreage down to 3 acres based off their property. This reduces the acreage used to calculate an interceptor fee by property size divided in half, with a maximum of 3 acres. If the property is subdivided in the future then they would need to come back and pay the additional acreage fee.

Mr. Williams stated that the total construction costs for the Williams Creek section of the project is \$80,180 including easements and engineering design work. If the District was to charge just the Interceptor Fee it would bring in \$147,000. This one is a bit off because the District is taking on the responsibility for an older force main that was put in by a prior developer for the Hilbert mansion. The costs for this project would be higher if that section of main had to be installed. It brought the costs down by accepting the current line into the system. Autumn Woods construction costs and engineering fees were almost \$52,000, the total the District would collect from the remaining lots would be \$40,300 but the District has already collected \$7,300 from two lots in that neighborhood that are already connected. Spring Mill Place and Spring Mill Heights construction costs were \$127,000 and interceptor fees will bring in \$131,000. As this project is constructed, the District will be running main lines through

the subdivisions but will not be incurring costs to install lateral connections. He asked the Committee to consider billing the project in this manner because the interceptor fee was established to provide service throughout the area. The District has not charged the interceptor fee in the past for subdivisions, instead the construction costs were divided equally among properties in the subdivision. Property owners are not required to connect until they are ready to do so, either by choice or if their septic system fails. The Interceptor Fee Ordinance is already in place and would not require a separate Ordinance to be approved for each project.

Ms. Anderson stated that she has concerns about the Williams Creek project that has a total cost of \$80,180 but the District will collect \$147,000 in interceptor fees.

Mrs. Poindexter stated that if the existing line wasn't there the construction of the new line would be included in the interceptor fees. In this case there could be costs associated with maintaining the existing line, it is unknown what those costs will be.

Mr. Williams stated that homeowners along that existing line that have already connected paid interceptor fees to connect. Charging the interceptor fees in this area would ensure that all the residence paid the same fees for connection.

Mr. Shaver stated that in this instance the District is taking on a liability of something that they didn't build and there may be costs associated with that.

Mr. Pittman stated that using the interceptor fee is charging each property the same fee per acre to make the entire system work.

Mr. Shaver stated that he has concerns that the District is covering the construction costs with no assurance or indication of how long it will be before anyone connects to the line. He stated that within state law the District could force property owners to connect to the system, but the District does not enforce this at this time.

Mr. Williams stated that the District used to enforce that but has gotten away from requiring connections at the time of construction to allow property owners to connect when a need arises.

Ms. Anderson said that over the years the District has adopted policies that are friendlier to the property owners to foster goodwill.

Mr. Shaver indicated that he would be more comfortable knowing how many people in these areas are interested in connecting now rather than later. He is concerned about the District's ability to recoup the money it is fronting for these projects if people don't connect. He stated that other utilities in the area are not taking those risks.

Mr. Williams stated that the District has been budgeting \$300,000 a year to get these outstanding projects finished.

Mrs. Poindexter explained that this would be building a spec sewer like building a spec home in a neighborhood where we construct the lines without knowing how many people will initially connect but knowing that eventually everyone will need to connect.

Mr. Merkle stated that septic systems have a shelf life. Eventually it will fail, and they will either have to be replaced or connect to sewer.

Ms. Anderson stated that due to the age of the properties it is likely that people will need to connect sooner rather than later.

Mr. Merkle stated that by the time a property owner comes asking to connect they have a failed septic, they can not occupy their home without a solution and construction of a sewer can take six months before a connection is possible.

Mr. Shaver asked if the staff would send out interest cards to see how many people are currently interested in connecting.

Mrs. Poindexter stated that the Board needs to decide first how the connection will be charged because to decide if they want to connect the property owners will need to know what it will cost for connection.

Mr. McDonald asked if this would be the fee process moving forward with all projects or is this a suggestion for these three projects.

Mr. Williams confirmed that this would be the fee assessment process moving forward for all projects, unless unusual circumstances would arise where a project would need to be taken into consideration independently.

Mr. Pittman likes the idea that District has a territory and it is the goal to provide service to that territory.

Mr. Merkle stated that there is a 60-day bid hold on this bid. By the February board meeting if there is no decision the District would either rebid or ask for the contractor to agree to extend the bid hold period.

Mrs. Poindexter pointed out that if the suggested fee system is used there will be people with larger properties that are upset that they are paying more than people with smaller properties for the same service since the fee is calculated per acre.

Mr. Williams stated that the interceptor fees would be based off acreage which is how our collection system was developed and funded.

Ms. Anderson stated that Budget and Finance needs to look the proposal over as well before a recommendation is made to the Board.

Mr. Merkle expressed concerns about the timing of the Budget and Finance Meeting and the ability to notify neighbors and have the Board act on the proposal before the time runs out on the bids.

It was suggested that there be a joint C&C and B&F meeting before the February Board Meeting to discuss the proposal.

Mr. Pittman reminded everyone that the discussion is about what rates to charge for construction not about accepting the bids.

Mr. Merkle stated that the District has promised affected property owners the opportunity to voice opinions or concerns to the Board before awarding the bids. Mr. Williams stated that those homeowners have already received a letter from IDEM regarding the proposed projects.

Mr. Shaver stated that he is concerned that current rate payers are paying to build sewers that there aren't any customers for.

Mr. Pittman pointed out that this is a relatively new way to construct sewers in the District and it is too early to have data on how many people connect when the sewer becomes available. The question is from an opportunity cost standpoint is the District better off with the capital somewhere else if no one connects.

Ms. Anderson pointed out that if you revert to only building if people are willing to connect you end up with neighborhoods that have failed septic systems. A minority of the homes may have failed septic who desperately need sewer connection and the Board then must vote to force everyone in the neighborhood to connect whether they need to or not.

Mr. Pittman stated that if the Budget and Finance Committee agrees that the funds are available to build these projects it would be customer friendly to move forward. He asked what would be the recommendation if the numbers in the proposal were reversed and it would cost more to build the project than what the District is projected to recoup.

Mrs. Poindexter pointed out that the Interceptor Fee is area wide. The Interceptor Fee can be adjusted as the economy and construction costs change.

Mr. Hand stated that the other factor here is that the District is proactive instead of reacting to meet either emergency needs of potential customers or environmental situations. If there is a failing septic and it can not be addressed for six months or a year there is a major problem. There may be a lost investment on income by being proactive, but you are performing more of a community service from an environmental aspect. He would prefer to be more proactive than reactive given the current interest rates and costs.

No action was taken on #1707 Neighborhood Sewer Project Construction Contract Award. The Committee would like to have the Budget and Finance Committee discuss the fee proposal and make a recommendation based on available funds.

Jackson's Grant Sewer Service Agreement 3

Mr. Merkle stated that this is not an action item. The District is waiting on information to finalize these items. Section 2 of Jackson's Grant includes one of the last two interceptor extensions across their development. The District is working with the developer and contractor on quantities and cost to determine reimbursement for interceptor sewer installation. The cost will likely be \$50,000 to \$100,000 over projected costs that were budgeted.

#1702 96th/Keystone Carmel Reimbursement Agreements

Mr. Merkle stated that there are two reimbursement agreements with Carmel. On one agreement Carmel reimburses the District to relocate an interceptor sewer that is in an easement. Carmel is buying the District a new easement. Carmel is going to condemn property along Keystone Parkway, and since they are acquiring easements on the District's behalf they want something in writing from the District stating that Carmel is doing it on our behalf. Construction will not take place for at least a couple more months. The second agreement is that Carmel awarded a \$29 million-dollar contract to build the interchange that included about \$120,000 to relocate the District's force main underneath Keystone Parkway. Nothing can proceed until Carmel has easements and right-of-way which they don't have at this time. These agreements could be presented to the Board at the January 8, 2018 meeting depending on how fast the paperwork comes back from Carmel.

#1601 106th Street Parallel Force Main Change Order 1

Mr. Merkle stated that there is nothing to present at this time and he hopes to have a final change order next month, pending receipt of supporting documentation from the contractor and successful negotiations.

Other Business

Wes Merkle

#1601-106th Street Parallel Force Main- The new force main is in service. Punch list items are ongoing.

#1701-WWTP Post-Treatment Improvements- No update.

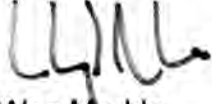
#1801- Lift Station 4 elimination- This project should be designed in 2018 and hopefully under construction by the end of the year. Work will follow completion of Jackson's Grant Section 6 interceptor sewers.

#1901-Lift Station 14 Parallel Force Main- Staff would like to begin design shortly and have any easements acquired in time to complete construction in 2019.

Mr. Hand asked if the District would qualify for grant money, and if they have ever discussed utilizing that option. Mr. Williams stated that the District has not previously qualified for grant money due to the lack of debt, low user rates and the high average household income of customers from the District's service area.

The meeting adjourned at 6:30 p.m.

Respectfully submitted,

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

Wes Merkle
District Engineer

116th and Williams Creek Dr.	
	\$60,580.00 Construction Cost Bid Tab
	\$14,200.00 Engineering Design
	<u>\$5,400.00</u> Easement Descriptions
Total	\$80,180.00
	<u>\$45,000.00</u> Existing Infrastructure
	\$125,180.00

Cost Using Existing Interceptor Fee		
	Current	Total to be
Acres Served	Interceptor Fee	collected
29.83	\$4,075	\$121,557.25
	Interceptor fees previously collected from 2 parcel	\$25,927
	Total	\$147,484.25
Parcels vary in size from .64 to 10.5 Acres		

Cost Divided By the # of Lots	
Lots Served	Cost Per Lot
17	\$ 4,716.47

Autumn Woods Dr.	
	\$37,600.00 Construction Cost Bid Tab
	\$14,200.00 Engineering Design
	<u>\$150.00</u> Drainage Permit Cost
Total	\$51,950.00

Cost Using Existing Interceptor Fee		
	Current	Total to be
Acres Served	Interceptor Fee	collected
9.89	\$4,075	\$40,301.75
	Interceptor fees previously collect	\$7,283
	Total	\$47,584.75
Parcels vary in size from 1 to 1.5 Acres		

Cost Divided By the # of Lots	
Lots Served	Cost Per Lot
9	\$ 5,772.22

Spring Mill Lane and Spring Mill Heights	
	\$111,895.00 Construction Cost Bid Tab
	\$14,200.00 Engineering Design
	<u>\$1,050.00</u> Drainage Permit Cost
Total	\$127,145.00

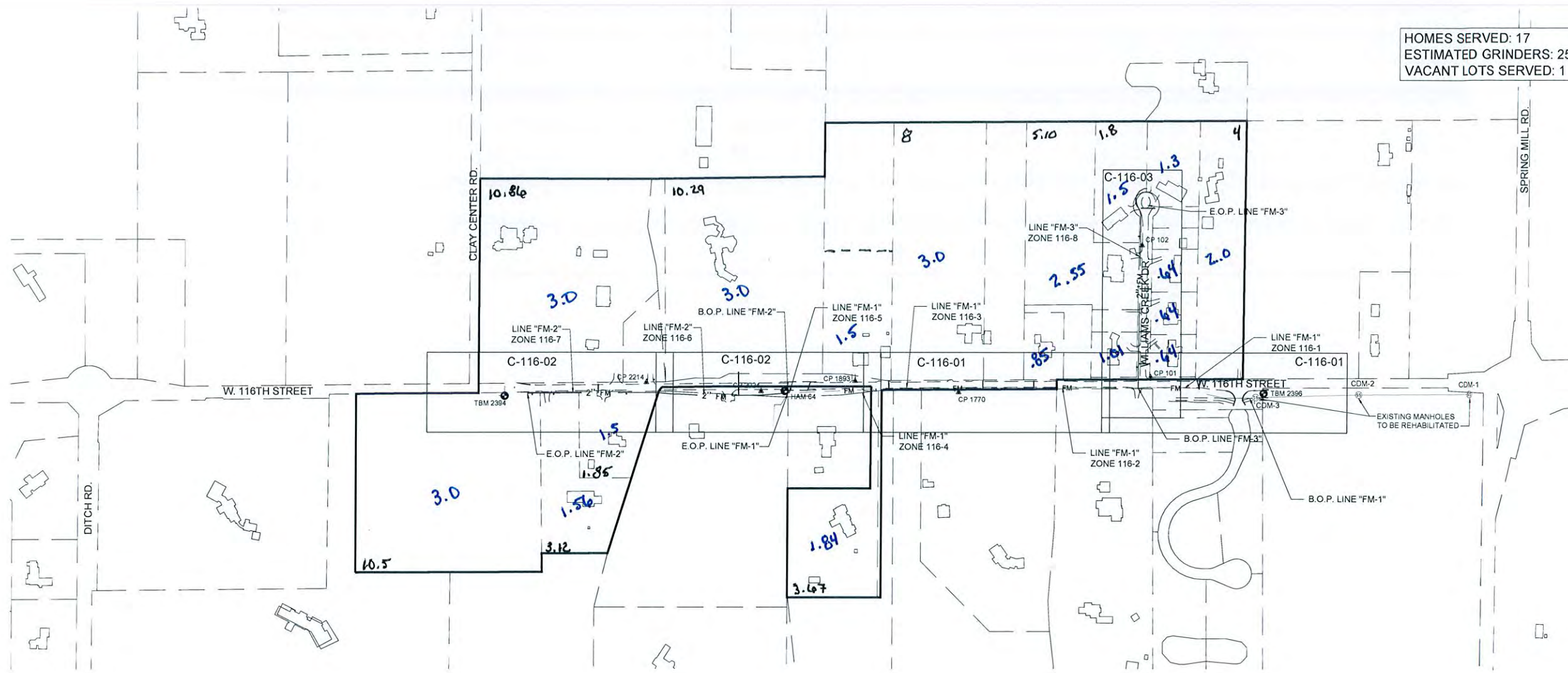
Cost Using Existing Interceptor Fee		
	Current	Total to be
Acres Served	Interceptor Fee	collected**
32.23	\$4,075	\$131,337.25
	Total	\$131,337.25
** Interceptor Fees Available based upon assumed Request for Deduction		
Parcels vary in size from 0.7 to 1.5 Acres		

Cost Divided By the # of Lots	
Lots Served	Cost Per Lot
37	\$ 3,436.35

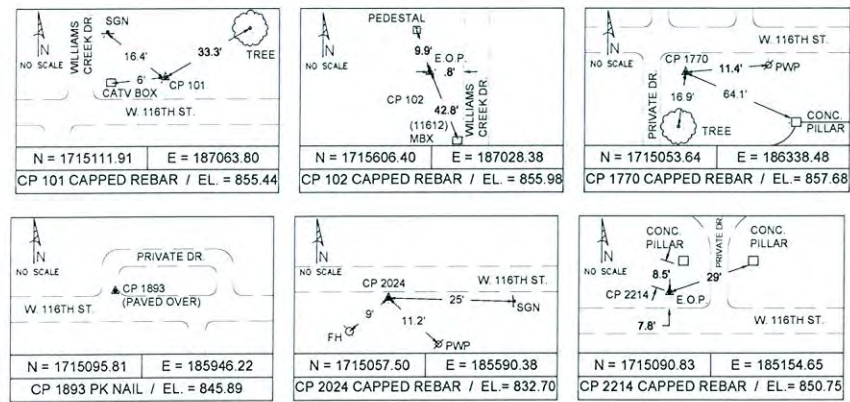
PLOTTED BY: jphman

PRINTED: 11/29/2017 @ 8:59AM

FILE NAME: G:\634-CTRW\Autumn\Working Drawings\AutoCAD\634-G-116-01.dwg



HOMES SERVED: 17
ESTIMATED GRINDERS: 25
VACANT LOTS SERVED: 1



BENCHMARK INFORMATION
<p>HAM-64 NORTHING: 1715058.19 EASTING: 185679.67 ELEVATION: 834.13 (NAVD 88) DESCRIPTION: HAM 64 SOUTHWEST SIDE OF BRIDGE ABUTMENT</p>

TEMPORARY BENCHMARK INFORMATION
<p>TBM 2394 NORTHING: 1715039.99 EASTING: 184620.55 ELEVATION: 861.19 (NAVD 88) DESCRIPTION: SOUTHEAST CORNER OF CONCRETE ELECTRICAL BOX</p>
<p>TBM 2396 NORTHING: 1715050.85 EASTING: 187491.69 ELEVATION: 851.77 (NAVD 88) DESCRIPTION: SOUTHWEST SIDE FLANGE BOLT ON FIRE HYDRANT</p>

NOTE:
UNLESS OTHERWISE NOTED, ALL ELEVATIONS REFERENCED HEREIN ARE BASED ON NAVD88 VERTICAL DATUM, NAD83 INDIANA STATE PLANE, EAST ZONE, U.S. FOOT.



GRW PROJECT NO. 4634-01
CLIENT PROJECT NO. 1707



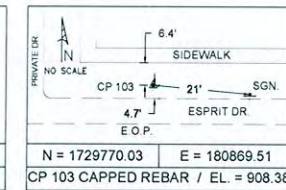
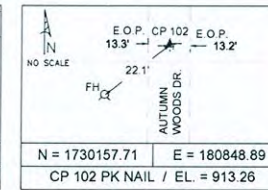
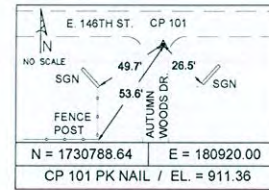
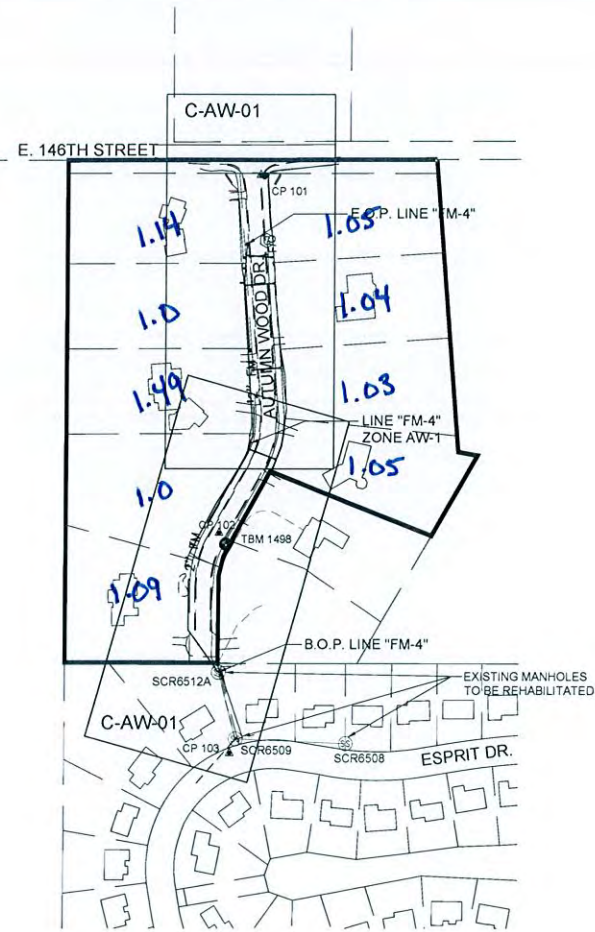
116TH STREET AND WILLIAMS CREEK DRIVE
DRAWING INDEX AND SURVEY CONTROL
PROJECT #1707 - AUTUMN WOODS, W. 116th ST., WILLIAMS CREEK MANOR,
SPRING MILL PLACE, & SPRING MILL HEIGHTS SANITARY SERVER PROJECT
CLAY TOWNSHIP REGIONAL WASTE DISTRICT

DESIGNED	ALW
DRAWN	JAJ
REVIEWED	JPT
APPROVED	ALW

REVISIONS	DATE	BY	DESCRIPTION

DATE: NOVEMBER 2017
SCALE: 1"=200'
SHEET NO: G-116-01

HOMES SERVED: 5
VACANT LOTS SERVED: 4



TEMPORARY BENCHMARK INFORMATION	
TBM 1	
NORTHING: 1730137.85	
EASTING: 180860.49	
ELEVATION: 913.41 (NAVD 88)	
DESCRIPTION: ON FIRE HYDRANT SOUTH OF CP-102	

NOTE:
UNLESS OTHERWISE NOTED, ALL ELEVATIONS REFERENCED HEREIN ARE BASED ON NAVD88 VERTICAL DATUM, NAD83 INDIANA STATE PLANE, EAST ZONE, U.S. FOOT.



GRW PROJECT NO. 4654-01
CLIENT PROJECT NO.: 1707
ALL RIGHTS RESERVED. NO PART OF THIS DRAWING IS TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF THE ENGINEER.



**AUTUMN WOODS DRIVE
DRAWING INDEX AND SURVEY CONTROL**
PROJECT #1707 - AUTUMN WOODS, W. 116TH ST., WILLIAMS CREEK MANOR,
SPRING MILL PLACE, & SPRING MILL HEIGHTS SANITARY SERWER PROJECT
CLAY TOWNSHIP REGIONAL WASTE DISTRICT

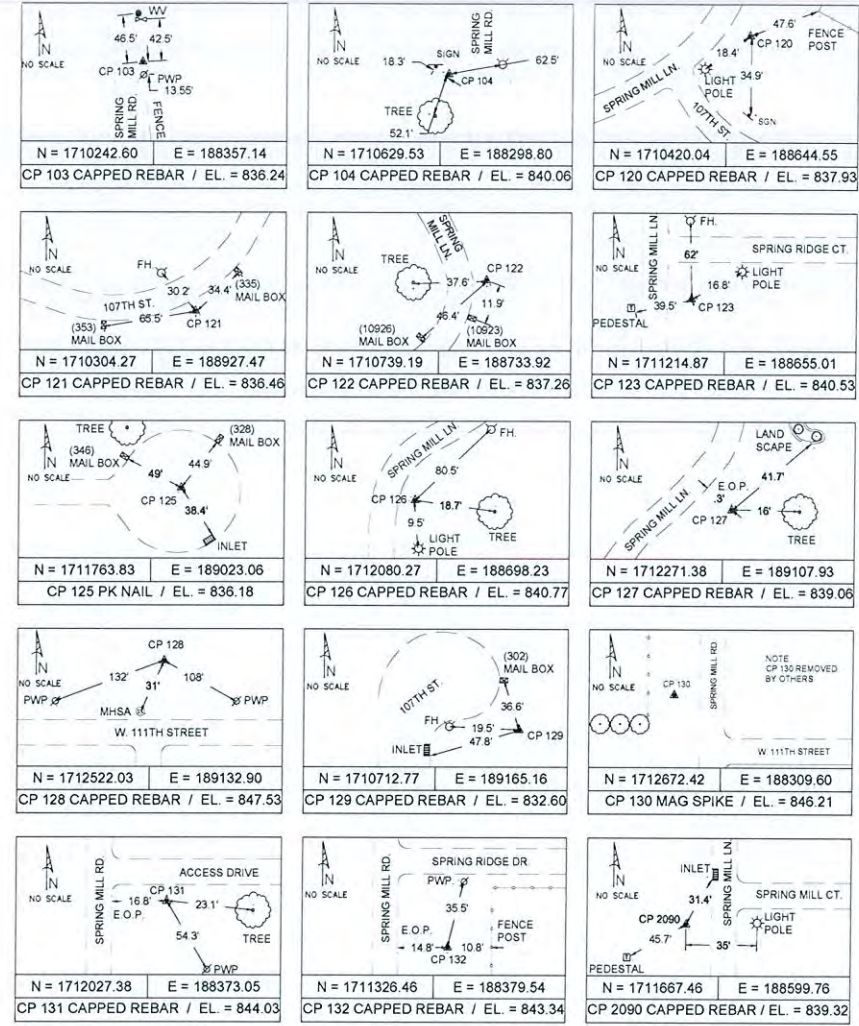
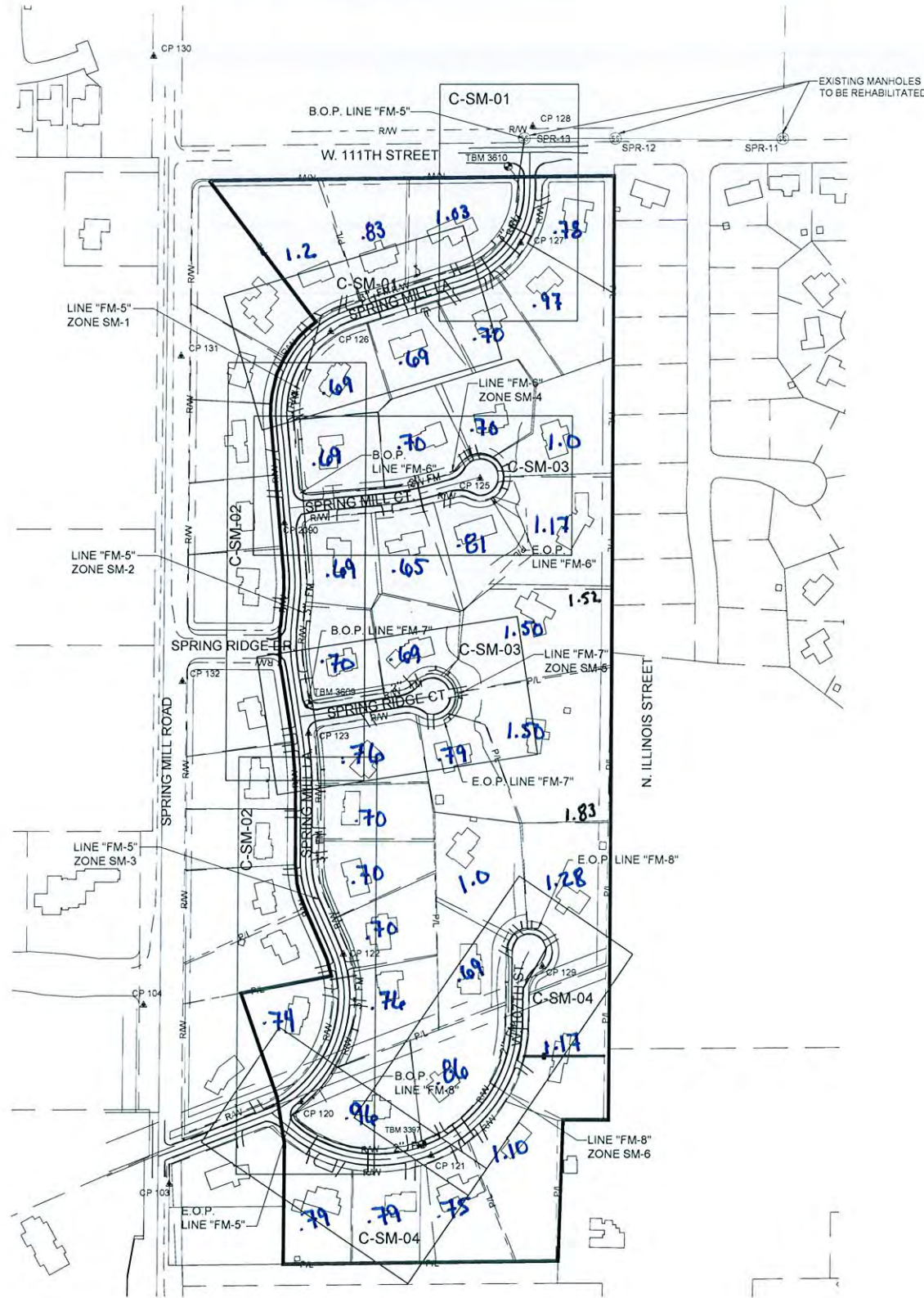
DESIGNED	ALW
DRAWN	JAJ
CHECKED	JPT
APPROVED	ALW

NO.	DATE	BY	REVISIONS

SCALE CHECK: THIS MARK SHOULD MEASURE EXACTLY 1" WHEN PLOTTED

DATE: NOVEMBER 2017
SCALE: 1"=150'
SHEET NO: G-AW-01

HOMES SERVED: 37
VACANT LOTS SERVED: 0



TEMPORARY BENCHMARK INFORMATION	
TBM 3610	NORTHING: 1712436.05 EASTING: 189079.99 ELEVATION: 841.39 (NAVD 88) DESCRIPTION: BENCH TIE EAST SIDE OF POWER POLE
TBM 3609	NORTHING: 1711277.39 EASTING: 188653.79 ELEVATION: 841.07 (NAVD 88) DESCRIPTION: SOUTH FLANGE BOLT ON FIRE HYDRANT
TBM 3397	NORTHING: 1710329.00 EASTING: 188908.68 ELEVATION: 836.69 (NAVD 88) DESCRIPTION: NORTH FLANGE BOLT ON FIRE HYDRANT

NOTE:
UNLESS OTHERWISE NOTED, ALL ELEVATIONS REFERENCED
HEREIN ARE BASED ON NAVD88 VERTICAL DATUM, NAD83
INDIANA STATE PLANE, EAST ZONE, U.S. FOOT.



GRW PROJECT NO. 4634-UT
CLIENT PROJECT NO.: 1707



SPRING MILL LANE
DRAWING INDEX AND SURVEY CONTROL
PROJECT #1707 - AUTUMN WOODS, W. 116TH ST., WILLIAMS CREEK MANOR,
SPRING MILL PLACE, & SPRING MILL HEIGHTS SANITARY SERWER PROJECT
CLAY TOWNSHIP REGIONAL WASTE DISTRICT

DESIGNED BY	ALW
DRAWN BY	JAJ
REVIEWED BY	JPT
APPROVED BY	ALW

NO.	DATE	DESCRIPTION

DATE: NOVEMBER 2017
SCALE: 1"=150'
SHEET NO.

G-SM-01



Approved as Amended

ORDINANCE NO. 4-10-2000 B

An Ordinance providing for an exclusion and/or adjustment of acreage used in the calculation of fees and/or charges upon certain conditions, superceding and replacing Ordinance 12-10-90 and 3-9-98.

Section 1. Application. This Ordinance applies to all service areas within the jurisdiction of the Clay Township Regional Waste District (the "District").

Section 2. Exclusion of certain acreage from fees and/or charges. Acreage used for the determination of any fee or charge imposed by the District shall include the total property area except areas designated in and on approved plans, such as cemeteries, golf courses, and flood prone areas, which may, at the sole discretion of the District, be excluded. Any real estate owner of the above-described areas may file with the District a request to exclude acreage as set forth above in the determination of the fee and/or the charges imposed by the District.

Section 3. Adjustment of Acreage size where development legally restrained.

A. **Residential Property.** Acreage utilized for the determination of fees and/or charges imposed by the District may be adjusted, in the sole discretion of the District, as follows: Any real estate owner may request the District to adjust the acreage size utilized to calculate any fees and/or charges imposed by the District if:

- (1) such property is being used as a single family residential unit;
- (2) such property consists of more than 1.5 acres; and
- (3) such property may not be divided into additional lots by virtue of legally binding restrictive covenants or applicable zoning ordinances which prohibit such division.

The District shall request such documentation as may be necessary to verify that the criteria is met for the relief requested. Upon a finding by the District in its sole discretion that relief is warranted, the acreage used for the determination of fees and/or charges may be adjusted downward to 1.5

acres or 50% of the gross property area otherwise subject to such fees and/or charges (up to a maximum of 3 acres), whichever is greater.

B. Non Residential Property. The owner of real estate not utilized for residential purposes may request the District adjust the acreage size utilized to calculate any fees and/or charges imposed by the District if:

- (1) the property is being utilized for a limited recreational purpose (such as a park or the like); *and*
- (2) the property would be utilized for a purpose that will include the provision of sanitary sewer facilities for public ~~and/or private~~ use; and
- (3) the property, by virtue of legally binding covenants or applicable zoning ordinances, prohibits its use for differing purposes (such as development) or for division.

Upon a finding by the District in its sole discretion that relief is warranted, the acreage used for the determination of fees and/or charges may be adjusted downward.

Section 4. Recovery of Charges If Use Changes. In the event the use of real estate, which previously qualified for an exclusion under Section 2 or an adjustment under Section 3 above, changes such that the real estate is either divided for further development, the recreational purpose is abandoned or other substantial changes in use occur, the District shall, upon the change in use, be entitled to immediately collect any fees and/or charges previously excluded and/or adjusted.

Section 5. Effective Date. This Ordinance shall be effective upon its passage and shall only apply to fees or charges payable after 4-10, 2000.

ADOPTED by the Board of Trustees of the Clay Township Regional Waste District on the 10
day of April, 2000.

BOARD OF TRUSTEES:

Henry B. Blackburn
Jack F. Edwards
Greg Moor
Jim Brennan
Mark Ratterman
Charles E. Schallig
DeVillis

ATTEST:



MEMORANDUM

To: C&C Committee
From: Ryan Hartman
Date: January 2, 2018
Subject: Dedication

Hamlet at Jacksons Grant Section 1 sewers are complete and ready for acceptance.

Recommended Action: Accept the dedication of Hamlet at Jacksons Grant Section 1 sanitary sewers.



MEMORANDUM

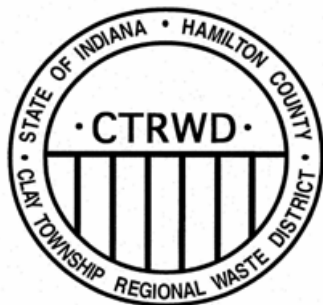
To: Board of Trustees

From: Wes Merkle

Date: January 3, 2018

Subject: Jackson's Grant Sewer Service Agreement Amendment 3

We are waiting for information from other parties to finalize these agreements. There are no documents available at this time. Documents may be available for distribution at the Board Meeting on January 8, 2018.



MEMORANDUM

To: Board of Trustees

From: Wes Merkle

Date: January 3, 2018

**Subject: Carmel Reimbursement
Agreement project #1702 96th
Street & Keystone Avenue
Sewer Relocation**

We are waiting for information from other parties to finalize these agreements. There are no documents available at this time. Documents may be available for distribution at the Board Meeting on January 8, 2018.



MEMORANDUM

To: Board of Trustees
From: Drew Williams
Date: January 3, 2018
Subject: 2018 Goals and Objectives

The District's goals are based on the Purpose, Vision and Mission. The main Goals have been identified and proposed objectives associated with each goal has been included. Please provide comments on these items.

Goal Operate in an environmentally sensitive manner

Objective Conduct operations in a manner as to have no violations for a 12-month period. (No overflows or effluent limit violations.)

Objective Desktop training of the Emergency Response Plan by the end of the 1st Quarter.

Goal Maintain a professional staff and work environment

Objective Revise the Performance Management Policy and Develop Position Development Ladders.

Goal Maintain Overall Integrity of the Budget

Objective Schedule and complete the repairs in Basin 8 and Basin 1 to reduce the I&I wet weather inflow. (Verify results with flow meters.)

Objective Evaluate health insurance alternatives for 2019.

Objective Watch closely so that adjustments can be made quickly to offset unexpected expenses

Objective Keep Board informed in a timely manner and gain Board approval of significant changes

Goal Effective Long-Term Planning and Implementation

Objective Continue to work with Zionsville in partnership on service needs they may have.

Objective Prepare plans for the improvements for the Administration and Plant offices. (Complete upgrades in the 2nd Quarter.)

Objective Complete the Post Treatment improvements at the WWTP. (Requires addressing the concerns of downstream residents and obtaining the IDEM construction permit.)

Objective Extend the interceptor from Jackson's Grant and eliminate Lift Station 4.

Goal Provide a balance of Service & Accountability to all Stakeholders.

Objective Upgrade the CUSI Billing software to the most current version. The upgrade will enable the transition to a more robust online customer billing interface

Objective Compile the policy/procedure manual and distribute to the Board and Staff by the end of the 1st Quarter.

Objective Implement changes to the customer/stakeholder outreach & education regarding the services provided by the District by:

Task Marketing the name change

Task Updating the website

Task Developing a welcome package for new customers