



## BOARD OF TRUSTEE MEETING

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Monday May 8, 2023, 6:00 p.m.  
Memorandum

Mr. Mills called the meeting to Order at 6:02 p.m.

### **ROLL CALL**

Present: President Carl Mills, Vice President Jeff Kimbell, Treasurer Jane Merrill, Secretary Michael McDonald, members, Eric Hand, Amanda Foley, and Jeff Hill. Others in attendance were Utility Director Andrew Williams, Legal Counsel Anne Poindexter, Engineering Manager Wes Merkle, and Controller Cindy Sheeks.

### **PUBLIC COMMENT**

There was no one present from the public.

### **APPROVAL OF MEETING MEMORANDUM**

Ms. Merrill made a motion to approve the April 10, 2023, Board Meeting Memorandum. Mr. Hand seconded the motion, and it was unanimously approved.

Members Steve Pittman and Chuck Ryerson arrived.

### **APPROVAL OF CLAIMS DOCKET**

Ms. Sheeks said the Utility has begun spending on capital projects including lift stations. The irrigation installation at the plant has been completed and will be on next month's bill. All other expenses are normal monthly expenses.

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

### **ATTORNEY'S REPORT**

Mrs. Poindexter had no report.

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

Mr. Williams said Mr. Roudebush had an article published in the IWEA Digester explaining his educational outreach efforts working with the University High School student and her studies in nano plastics. There was a copy of the article included in the monthly Board packet. Mr. Roudebush is also helping her apply for a national award for her research. She has already won a state award.

Mr. Williams reminded the Board of the Community Open House the Utility is hosting from 10 a.m. to 2 p.m. on Saturday, May 13 and invited them to attend.

Mr. Williams said staff sold a used truck for \$14,200. A new truck was purchased and this one was taken out of service and sold to recoup some of the costs for the new one. The new truck

is our locate truck and the staff is working with Indiana 811 to have the truck wrapped with a co- logo instead of just having the TriCo logo on the doors. Both summer interns have returned from last year.

Mr. Hand asked if the process or instrumentation equipment the University High School Student developed is patentable and if she is checking into it, and how can TriCo support her efforts to move forward with that. Mr. Williams said her father, a scientist with Lilly, is working with her and likely has thought about that. But he would inquire.

## **COMMITTEE REPORTS**

### **Budget & Finance Committee**

Ms. Merrill said the Budget and Finance Committee did not meet.

### **Personnel & Benefits Committee**

Mr. Kimbell said the Personnel and Benefits Committee did not meet but Mr. Williams brought to his attention a request from an employee to add aunts and uncles to the list of non-immediate family members to the Bereavement Leave Policy in the Employee Handbook. Mr. Williams said two employees lost uncles and realized that uncles were not covered by the policy. Mr. Williams believes that the policy is generous as is and is not inclined to support a change. Mr. Kimbell added that it is currently much more generous than Carmel's Bereavement Policy. Mr. Kimbell's recommendation is to leave the policy as is. Ms. Merrill said her concern would be where would you draw the line if we keep adding? There is plenty of PTO given as well as Bereavement Leave as is. Mr. Hill asked if there has been any abuse with the Bereavement Policy. Mr. Williams stated that there had not been any problems. Mr. McDonald agreed that TriCo has a generous policy but would be comfortable with some discretion of management, for instance if someone was raised by their aunt or something that could qualify for time off. Ms. Sheeks said the employee's comment to her was, "I am closer to my uncle than my brother-in-law". The policy will not be revised, but the Board trusts Mr. Williams' discretion regarding individual requests.

### **Capital & Construction Committee**

Ms. Foley said the Capital and Construction Committee did not meet but does have action items. Ms. Foley made a motion to award Maddox Industrial Group the 2023 WRRF Flow Meter Replacement Contract in the amount of \$28,500. Mr. Hill seconded the motion, and it was unanimously approved.

## **OLD BUSINESS**

### **FOG Update**

Mr. Williams said Jacquie's Café had three good tests after the installation of new grease traps and then were over the limit on their fourth test. Mr. Odom worked with them on the proper maintenance of the new traps and TriCo will be looking at future testing to see if the new equipment is working properly, and what sort of cleaning schedule they need to implement.

Mr. Williams indicated that Valvoline has finally provided the documentation for the cleaning of their oil/water separator, but after the deadline for the \$2500 violation. The manager at Valvoline that Shaun had been working with is gone and the prior manager has returned. Apparently, the recently departed manager had not been truthful regarding his efforts to get the needed

documentation. The new Valvoline manager may be in to request the \$2,500 fee be waived.

Mr. Williams stated that TriCo currently tests for cyanide as part of our permit, but limits have not yet been set. Results in February showed an increase in cyanide levels and staff has started an inspection and testing regiment to identify who is discharging the cyanide. He will keep the Board updated on the testing.

**NEW BUSINESS**

**Timber Creek Condominiums Resolution 05.08.23**

Ms. Sheeks said Customer Service was contacted by several owners after they were displaced by a fire. A total of 36 units have been evacuated, 24 are severely damaged and will need major work before they are inhabitable. Ms. Sheeks has spoken with the management company for the condominiums and it will be at least 12 months before the homes will be livable or rebuilt. TriCo plugged the two laterals coming from the building to reduce inflow and infiltration issues. Ms. Sheeks asked to back date the resolution to the beginning of April. It will be a \$300 cost to the Utility if these customers are not billed for April.

Ms. Merrill made a motion to approve Resolution 05.08.2023. Mr. Kimbell seconded the motion, and it was unanimously approved.

Mr. Hand asked if there is an all or nothing discount or are they billed fixed costs. Ms. Sheeks said the request is not to bill them any costs until they can return to their homes, which will be at least 12 months, during that time they will have no use of their property. Mrs. Poindexter said it is administratively easier to have nothing billed rather than trying to figure out what partial costs would be for 24 units. Mr. Williams said there was a policy that when a house was unoccupiable TriCo would not bill on consumption but would charge a base charge until the line was plugged. In this case staff plugged the laterals from the units. They will need to let us know when remodeling begins because we will need to unplug the lines.

**ADJOURNMENT**

Mr. McDonald made a motion to adjourn the meeting.

The next Board of Trustees Meeting is scheduled for Monday, June 12, 2023, at 6:00 p.m.

Respectfully submitted,



Andrew Williams  
Utility Director



Michael McDonald, Secretary

Approved:

as Presented  
 as Amended

  
Carl Mills, President