



TriCo Regional Sewer Utility

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Board of Trustees Meeting Agenda

Monday, February 10, 2025 @ 5:00 p.m.

TriCo WRRF

7236 Mayflower Park Drive, Zionsville, IN 46077

1. Roll Call
2. Public Comment
3. Approval of Meeting Memorandum
 - a. Board Meeting January 13, 2025
4. Approval of Claims Docket
5. Attorney's Report
 - a. Report on Pending Litigation
6. Utility Director's Report
 - a. Carmel Utilities Treatment Rate Increase Update
7. Committee Reports
 - a. Budget & Finance Committee
 - i. Stale Dated Checks
 - ii. Trojan UV Equipment Purchase
 - iii. Resolution 02.10.2025 Loan from Plant Expansion to Interceptor Fund
 - iv. Resolution 02.10.2025-2 Transfer from Operating to Reserve for Replacement
 - b. Personnel & Benefits Committee
 - c. Capital & Construction Committee
8. Old Business
 - a. Union Woodlands Sewer Service Agreement
9. New Business
 - a. Portable Pump Purchase
10. Adjourn



BOARD OF TRUSTEE MEETING

Monday, January 13, 2025, 5:00 p.m.
Memorandum

Mr. Mills called the meeting to Order at 5:02 p.m.

ROLL CALL

Present: President Carl Mills, Treasurer Jane Merrill, Secretary Michael McDonald, members, Steve Pittman, Eric Hand, Loren Matthes, Amanda Foley, and Jeff Hill. Others in attendance were Utility Director Andrew Williams, Legal Counsel Anne Poindexter, and Administrative Assistant Maggie Crediford. Jeff Kimbell was absent.

ELECTION OF OFFICERS

Ms. Merrill made a motion to keep the slate of officers the same from 2024. Mr. Mills President, Mr. Kimbell Vice President, Ms. Merrill Treasurer, and Mr. McDonald Secretary. Mr. Pittman seconded the motion, and it was unanimously approved.

AT LARGE EXECUTIVE COMMITTEE MEMBER

Ms. Merrill made a motion to appoint Mr. Hand as the at-large member of the Executive Committee. Ms. Foley seconded the motion, and it was unanimously approved.

COMMITTEE ASSIGNMENTS

Mr. Mills made the following Committee Assignments. Budget and Finance, Jane Merrill (Chair) Mr. Mills and Ms. Matthes. Capital and Construction, Ms. Foley (Chair) Mr. Pittman and Mr. Hill. Personnel and Benefits, Mr. Kimbell (Chair) Mr. McDonald and Mr. Hand.

PUBLIC COMMENT

There was no one present from the public.

APPROVAL OF MEETING MEMORANDUM

Mr. Hand made a motion to approve the amended version of the Meeting Memorandum from December 9, 2024 (the original version was missing the motion and approval of the Utility Directors 2025 salary adjustment) Ms. Merrill seconded the motion, and it was unanimously approved.

Mr. McDonald made a motion to approve the Executive Session Meeting Memorandum of December 9, 2024. Ms. Merrill seconded the motion, and it was unanimously approved.

APPROVAL OF CLAIMS DOCKET

Mr. Williams said he spoke with Mr. Hand before the meeting. Mr. Hand had questions regarding some of the payment dates listed on the claims docket at the end of January. Mr. Williams discovered that these claims are listed but are withdrawn from the account via ACH payments on their due dates. The date listed on the claims is the date they are withdrawn. Ms. Merrill made a motion to approve the claims docket. Mr. McDonald seconded the motion, and it was

unanimously approved.

ATTORNEY'S REPORT

Mrs. Poindexter said litigation with TPI and Bowen is still in the discovery phase. If it proceeds, the next step would be settlement discussions. She will keep the Board updated on the progress.

CONFLICT OF INTEREST

Mrs. Poindexter explained the different types of conflict of interest and explained that the liability for not disclosing one would lie solely with each Board member. She encouraged them to list anything that might possibly be considered a conflict, so they are covered. Board members will fill out their forms and return them to staff once signed by their appointing entities if they have conflicts to disclose.

UTILITY DIRECTOR'S REPORT

2025 GOALS

Mr. Williams presented his 2025 goals for the Utility; he asked the Board to review them and offer any suggestions or changes.

Mr. Williams said he attended the HCRUD Board meeting early in the day. He said they seem to have a lot of organizational tasks to complete. Staff has not yet seen the draft of operations contract in order to bring before the Board for consideration.

Interviews are starting next week to fill the open locator position. Several candidates with experience have applied.

Mr. Mills asked the Board members to sign Mr. Ryerson's name plate. This will be given to him along with his service gift at the Board appreciation dinner on Tuesday, February 18, 2025, at 6:00 p.m. at Cobblestone in Zionsville.

COMMITTEE REPORTS

Budget & Finance Committee

Budget and Finance did not meet and had no action items.

Personnel & Benefits Committee

Personnel and Benefits did not meet and had no action items.

Capital & Construction Committee

Capital and Construction did not meet and had no action items.

NEW BUSINESS

Donohue Continuing Professional Service Agreement

Mr. Mills said Scot Watkins the Plant Superintendent is recommending the continuation of the professional service agreement with Donohue in the amount of \$70,000. Ms. Merrill made a motion to approve the Continuing Professional Service Agreement with Donohue in the amount of \$70,000. Mr. Hill seconded the motion, and it was unanimously approved.

Creation of Infrastructure Security Committee

Mr. Mills said he is creating an infrastructure Security Committee that will meet quarterly (as needed) to review and discuss cyber security issues and future needs. Mr. McDonald will chair the committee. Scot Watkins and Drew Williams will represent the staff on the committee and the Core Managed, TriCo's IT consultant, will be included as needed. Mr. Hand asked if it includes security of customer information. Mr. Mills said the committee will assess all the IT needs of the Utility and occasionally may discuss other security issues as needed.

ADJOURNMENT

Mr. McDonald made a motion to adjourn the meeting. Ms. Foley seconded the motion, and the meeting adjourned at 5:43 p.m.

The next Board of Trustees Meeting is scheduled for Monday, February 10, 2025 at 5:00 p.m.

Respectfully submitted,



Andrew Williams
Utility Director

Approved:

_____ as Presented
_____ as Amended

Michael McDonald, Secretary

Carl Mills, President

The TriCo Connection

Volume 19 Issue 2 February 2025

MONTHLY NEWSLETER

Equipment

TriCo is fortunate to have quality equipment to ensure the proper operations and maintenance of our collection system and treatment plant. The staff takes pride in maintaining the equipment. This resulted in having a premium resale value.



New Camera Truck



New Crane Truck



A Couple of the Tool Drawers on the New Truck



2008 Crane Truck Sold for \$76,000



2015 Box Truck Sold for \$46,000

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Calendar of Events

February 10	Board Meeting	5:00 p.m.
February 26	P&B Meeting	7:30 a.m.
February 28	B&F Meeting	7:30 a.m.
March 3	C&C Meeting	4:30 p.m.

FINANCIAL UPDATE– CINDY SHEEKS

In December 2024, total revenue was \$836,567, and YTD revenue was \$9,427,788. The YTD actual revenue was 110.27% of the projected revenue of \$8,550,000, or \$877,788 over projections. Residential income was \$475,770 during the month, and YTD was \$5,563,274 which is 102.55% of the budget, and \$138,274 higher than the projection. Commercial sales totaled \$233,490 in December 2024, and \$2,994,381 YTD which is 110.90% of the budget. It was \$294,381 higher than projections, due in part to the rate increase in August. Residential sales accounted for 59% of the operating revenues and commercial was 31.76%. The Other Revenue category (late fees, application fees, plan review fees) was \$24,548 in December and \$237,552 YTD, 153.26% of the projected budget. Other Income category (interest, gains on asset disposal, miscellaneous revenue) was \$102,759 during the month and \$632,580 YTD. It was 234.29% of the projected budget.

Total operating expenses were \$551,635 in December. YTD spending of \$6,737,078 was 97.52% of the 2024 Operating Budget of \$6,908,645. It was \$171,567 under the budget. Wages and benefits spending totaled \$295,339 during the month and YTD expenses were 101.21% of the annual budget for a total of \$3,332,878. Administration spending was \$50,952 in December and YTD expenses of \$778,750 were 88.85% of the annual budget. Treatment costs totaled \$166,004 in December 2024 and YTD expenses are 93.30% of the annual budget in the amount of \$1,978,509. Collection costs totaled \$39,340 in December and \$646,941 YTD, or 104.60% of the budget.

Net income in December 2024 was \$241,072 after depreciation, amortization of CIAC, and year-end adjustments. YTD net income was \$2,162,481, or 194.30% of the projected income.

Spending Breakdown in 2024

Wages	49.47%
Administration	11.56%
Treatment Costs	29.37%
Collection Costs	9.60%

Interceptor fees collected in December were \$209,330 and YTD is \$685,914. Spending from the Interceptor fund totaled \$1,185,213 in 2024 for capital projects.

EDU fees collected in the Plant Expansion Fund during December were \$35,411 and \$1,514,828 YTD. Spending was \$1,653,625 for the bond payment and a refund.

Capital spending during the month totaled \$11,729 for a plant impeller, and the new pump truck accessories. YTD Capital spending was \$3,029,483.

Cash on hand as of December 31, 2024, was \$12,558,701. The fund balances are shown below.

Operating	\$8,882,200
Interceptor	\$18,232
Plant Expansion	\$1,103,925
Operating Reserve	\$519,252
Reserve for Replacement	\$80,806
2020 Bond Funds	<u>\$1,954,911</u>
Total	\$12,558,701

There were two end-of-year transfers. One from the Operating fund to Reserve for Replacement for \$1,500,000. The second transfer was from Plant Expansion to Interceptor for \$400,000. The balances shown above reflect the transfers. The Operating, Interceptor, Plant Expansion and Reserve for Replacement funds increased \$345,315 since January 1, 2024. The bond funds have increased \$92,322 from interest earned.

PLANT UPDATE - SCOT WATKINS

Our plant staff have been highly productive, completing 333 tasks in Cartegraph. During routine daily rounds, staff identified an issue with Clarifier 4, which has been taken out of service. Additionally, a water softener failure in the Biosolids building led to a leak into the electrical panel. To prevent recurrence, the softener and water heater were relocated to floor level. The dissolved oxygen meter on the new VLR4&5 failed and was replaced with a spare unit, which is covered under warranty.

In our pretreatment efforts, 99 pump-outs were completed, preventing approximately 43,056 gallons of FOG from entering the system. A total of 23 inspections were conducted, with five follow-ups, and seven violations were issued, amounting to \$1,000 in fees. Shaun attended the Pretreatment Committee Meeting as Co-Chair and participated in the CIOA Meeting in Danville, IN. We also followed up with IDEXX Laboratory ownership regarding an IDEM complaint. A comprehensive chemical inventory for the facility was requested and received, verifying compliance with IDEM and EPA regulations. Additionally, we confirmed that the outdoor grease interceptor repair at Olive Garden was completed as requested. Two new service providers, Zoom Drain and Owens Septic, were added, along with three new FOG facilities: Thai Eatery on North Michigan Road, Eagle Automotive on Northwestern Drive, and McDonald's at 96th Street and Haver Way. We are also working with Erika Foo, assisting her to establish a FOG program for Whitestown, IN. Monthly well meter readings were completed as part of our routine operations.

Our laboratory has been exceptionally busy, performing 322 CBOD □ tests, 207 Total Suspended Solids (TSS) tests, 156 phosphorus and ammonia tests, and 45 total nitrogen tests. Quarterly method detection limit tests were conducted for TNT Ammonia, TNT Phosphorus, and Total Suspended Solids. Bob attended the IWEA Laboratory Committee and Wastewater Challenge meetings, as well as meetings for plant weekend and holiday scheduling and an Outreach & Open House initiative.

ENGINEERING UPDATE- WES MERKLE

Staff completed 178 locates, 20 I&I inspections and 15 lateral inspections in January. 1,106 locate requests were received and reviewed. Brandon reported no failed I&I inspections. Eric completed most locates with assistance from Brandon and Jeff. Jeff observed construction at Union Woodlands which began with deep interceptor sewer installation early January. Jeff assembled models and EDU data for existing sewers in the Michigan Road corridor both in Basin 10 (Ashbrook) and Basin 14 (Austin Oaks). The purpose of these models is to check capacity and performance as proposed development in the area includes higher than anticipated densities.

Ryan and Brandon observed a short sewer main extension and connections near Lift Station 22 (North Augusta), which began in December. Ryan, Jeff and Eric observed low pressure main installations at Six Points Road and Lacoma Estates which are nearly complete. Wes evaluated pump sizing needs for Lift Station 3 and 28 (Northern Heights and Union Woodlands respectively), as well as Digester 3 and RAS/WAS pumps serving Clarifier 4 at the plant. Pump quotes are inbound. Quotes for VFDs and controls at Lift Station 28 and RAS/WAS pumps are also inbound.

We're excited to welcome our new utility locator Anthony McPhearson on February 3

COLLECTIONS UPDATE- AARON STRONG

Despite the frigid January temperatures forcing Collections Staff indoors, plenty of winter projects kept the team busy.

To improve operations, staff moved the plant's water softener and hot water heater to a better location and replaced breakers in the biosolids building. They also pulled Digester 3 pump and installed a pressure gauge at Lift Station #3 in preparation for the design and replacement of the associated pumps.

In efforts to bolster emergency preparedness, staff procured repair couplers in multiple sizes to cover all diameters of low-pressure force mains throughout the utility. Additionally, a new style Air Release Valve (ARV) was sourced to mitigate clogging issues in identified trouble spots, with installation planned in the coming months.

Odor control improvements continued with the installation of carbon filters on air vents at Lift Station #2, following the successful implementation of similar units at Lift Station #26. At Lift Station #17, staff discovered that the Ecoverde water cabinet in the odor control unit had frozen despite having a cabinet heater. To prevent future issues, the unit was completely re-plumbed with PEX, a material less susceptible to cracking when frozen. Additionally, the legacy diaphragm nutrient feed pump was replaced with a peristaltic pump for improved performance.

Equipment upgrades were also a focus this month. TriCo outfitted the new pump service truck with a fresh AmSteel rope on the crane and new tools, preparing it for the aggressive pump inspection program. Meanwhile, the legacy Maintainer truck was sold through GovDeals for \$76,000 to a wastewater utility in Ohio.

The 2025 Collection schedule was finalized, with the first major task being manhole inspections. Staff will inspect 1,943 manholes in this year's inspection cycle. Despite the extreme cold, Carter managed to televise nearly 26,000 feet of gravity sewer in January.

To enhance workplace safety, staff completed training and certification in crane load rigging and lockout/tagout procedures. A new lockout/tagout kit was also purchased and will be housed in the new pump service truck.

SAFETY UPDATE - LOREN PRANGE

In January, we were proud to maintain an impressive record of 1,099 days without a lost-time accident. Loren and Scot represented our team at the monthly IWEA Safety Committee meeting. We selected Creekside Safety as our partner for safety training and consulting services. Our first training session took place on February 3rd, covering lockout/tagout procedures and machine guarding. The fire extinguishers and emergency lighting in both the office and plant buildings underwent their monthly inspections. We are continuing with weekly virtual Ving tailgate meetings this year. This week's topic will be a confined space refresher.

Birthdays

Cody Cain, February 5

Bob Roudebush, February 16

Cindy Sheeks, February 29

Anniversaries

Brian Vaughn, February 10, 4 years of service

Robb Mendoza, February 14, 3 years of service

TriCo Regional Sewer Utility
Register of Claims
For the period 1/6/2025-2/26/2025

Payment date	Check number	Bank name	Payee name	Amount	Amount Allowed	Description
1/15/2025	21372	Citizens State Bank R4R	Pyramid Design & Construction Co., Inc.	\$84,272.00	\$84,272.00	CIP-Proj 2301 LS 10 R4R
1/15/2025	21373	Citizens State Bank Operating	Absolute Comfort LLC	\$9,998.24	\$9,998.24	Stipp/Singh 2200 W Main St connection
1/15/2025	21374	Citizens State Bank Operating	Brian Vaughn	\$39.20	\$39.20	Mileage reim
1/15/2025	21375	Citizens State Bank Operating	ANISHA VASUDEVAMURTHY	\$239.76	\$239.76	REFUND-12321 JACKSON GRANT
1/15/2025	21376	Citizens State Bank Operating	RICHARD G ATWELL	\$700.00	\$700.00	REFUND-10205 WESTFIELD BLVD
1/15/2025	21377	Citizens State Bank Operating	NFP First Person, Inc	\$1,500.00	\$1,500.00	Two Benchmarks for Utility locator
1/15/2025	21378	Citizens State Bank Operating	Carmel Utilities	\$1,504.49	\$1,504.49	Line Maintenance
1/15/2025	21379	Citizens State Bank Operating	Carmel Utilities	\$36.24	\$36.24	LS 26 Utilities
1/15/2025	21379	Citizens State Bank Operating	Carmel Utilities	\$496.80	\$496.80	LS 2 Utilities
1/15/2025	21379	Citizens State Bank Operating	Carmel Utilities	\$19.25	\$19.25	LS 1
1/15/2025	21380	Citizens State Bank Operating	Citizens Energy Group	\$250.00	\$250.00	Monthly Billing Fee
1/15/2025	21381	Citizens State Bank Operating	LNG Indy LLC FKA Kinetrex	\$2,065.88	\$2,065.88	Natural Gas
1/15/2025	21381	Citizens State Bank Operating	LNG Indy LLC FKA Kinetrex	\$642.98	\$642.98	Natural Gas
1/15/2025	21382	Citizens State Bank R4R	KILLER WRAPS	\$1,561.92	\$1,561.92	CIP-Proj 2362 CCTV Truck wrap R4R
1/15/2025	21383	Citizens State Bank Operating	IT Indianapolis/Core	\$1,219.32	\$1,219.32	IT Services
1/15/2025	21384	Citizens State Bank Operating	IUPPS	\$1,121.95	\$1,121.95	Dec 2024 Ticket Fees
1/17/2025	21385	Citizens State Bank Operating	Brian Vaughn	\$39.20	\$39.20	Mileage 1/16/25
1/21/2025	21386	Citizens State Bank Operating	CHARLES OR ALISON HAYWOOD	\$221.03	\$221.03	REFUND-4100 W 121ST
1/24/2025	21387	Citizens State Bank Operating	Daniel Rossmann	\$67.20	\$67.20	Mileage reim 1/18, 1/19
1/24/2025	21388	Citizens State Bank Operating	Cindy Sheeks	\$49.27	\$49.27	Mileage/B & F
1/24/2025	21389	Citizens State Bank Operating	AFLAC	\$374.02	\$374.02	Emp Ins Jan
1/29/2025	21390	Citizens State Bank Operating	Brandon Woolf	\$50.00	\$50.00	Cell Phone Reimb
1/29/2025	21391	Citizens State Bank Operating	Eric Luis Delacruz	\$50.00	\$50.00	Cell Phone Reimb
1/29/2025	21392	Citizens State Bank Operating	Jason Lewin	\$50.00	\$50.00	Cell Phone Reimb
1/29/2025	21393	Citizens State Bank Operating	Jeffrey Martin	\$50.00	\$50.00	Cell Phone Reimb
1/29/2025	21394	Citizens State Bank Operating	Shaun Odom	\$50.00	\$50.00	Cell Phone Reimb
1/29/2025	21395	Citizens State Bank Operating	Amanda Foley	\$300.00	\$300.00	Board per diem 1/25
1/29/2025	21396	Citizens State Bank Operating	Carl S. Mills	\$900.00	\$900.00	Board per diem 1/25
1/29/2025	21397	Citizens State Bank Operating	Eric Hand	\$450.00	\$450.00	Board per diem 1/25
1/29/2025	21398	Citizens State Bank Operating	Jane B. Merrill	\$300.00	\$300.00	Board per diem 1/25
1/29/2025	21399	Citizens State Bank Operating	Jeff Hill	\$150.00	\$150.00	Board per diem 1/25
1/29/2025	21400	Citizens State Bank Operating	Loren Matthes	\$450.00	\$450.00	Board per diem 1/25
1/29/2025	21401	Citizens State Bank Operating	Michael A. McDonald	\$600.00	\$600.00	Board per diem 1/25
1/29/2025	21402	Citizens State Bank Operating	Steve Pittman	\$300.00	\$300.00	Board per diem 1/25
1/31/2025	21403	Citizens State Bank Operating	ALINA GRIGORE	\$16.02	\$16.02	REFUND-1029 PINE WAY HILL
1/31/2025	21404	Citizens State Bank Operating	PAULA HUBBARD	\$17.43	\$17.43	REFUND-12766 ASHWORTH
1/31/2025	21405	Citizens State Bank Operating	SHARYN LOWE	\$20.90	\$20.90	REFUND-946 LENOX LN #205
1/31/2025	21406	Citizens State Bank Operating	AINO IN LLC	\$21.32	\$21.32	REFUND-1361 MIDWAY CT
1/31/2025	21407	Citizens State Bank Operating	MISTY M ARTERBURN	\$21.70	\$21.70	REFUND-12963 GRENVILLE
1/31/2025	21408	Citizens State Bank Operating	MARION HAERLE	\$23.94	\$23.94	REFUND-1949 RHETTSTURY
1/31/2025	21409	Citizens State Bank Operating	KREIT VOREIS	\$25.62	\$25.62	REFUND-599 BEAVERBROOK
1/31/2025	21410	Citizens State Bank Operating	CHRISTOPHER JONES	\$26.02	\$26.02	REFUND-4486 EVERGREEN TRAIL
1/31/2025	21411	Citizens State Bank Operating	SUSAN ZORDAN	\$26.30	\$26.30	REFUND-1221 HELFORD LN
1/31/2025	21412	Citizens State Bank Operating	DAVID MCCULLA	\$27.53	\$27.53	REFUND-756 WOODVIEW NORTH DR
1/31/2025	21413	Citizens State Bank Operating	ROBERT JOHN CARI	\$30.03	\$30.03	REFUND-825 E 111TH ST
1/31/2025	21414	Citizens State Bank Operating	PAUL HENDERSON	\$30.28	\$30.28	REFUND-807 HOMEWOOD
1/31/2025	21415	Citizens State Bank Operating	JUSTIN ANDERSON	\$30.71	\$30.71	REFUND-10120 GUILFORD AVE
1/31/2025	21416	Citizens State Bank Operating	GOKUL PILLAI	\$31.02	\$31.02	REFUND-14450 CHARIOTS WHISPER
1/31/2025	21417	Citizens State Bank Operating	MARK HOLDGRAFER	\$31.33	\$31.33	REFUND-10811 INDEPENDENCE WAY
1/31/2025	21418	Citizens State Bank Operating	DON FEARRIN	\$32.69	\$32.69	REFUND-9617 LINCOLN
1/31/2025	21419	Citizens State Bank Operating	TUONG VAN HO	\$39.92	\$39.92	REFUND-11593 MANSFIELD
1/31/2025	21420	Citizens State Bank Operating	CICILE OWENS	\$40.00	\$40.00	REFUND-1238 ORCHARD PARK DR N
1/31/2025	21421	Citizens State Bank Operating	JIFFY LUBE 3692	\$54.41	\$54.41	REFUND-10390 MICHIGAN ROAD
1/31/2025	21422	Citizens State Bank Operating	JOSEPH MYREN	\$55.18	\$55.18	REFUND-2801 DAUGHERTY
1/31/2025	21423	Citizens State Bank Operating	KENDRA OR FRANCISCO GARCIA	\$58.24	\$58.24	REFUND-13466 SHAKAMAC
1/31/2025	21424	Citizens State Bank Operating	DEBRA SARTIN	\$194.76	\$194.76	REFUND-10410 BELLEFONTAINE ST
1/31/2025	21425	Citizens State Bank Operating	STRATEGIC CAPITAL PARTNERS	\$588.78	\$588.78	REFUND-280 E 96TH
2/5/2025	21426	Citizens State Bank R4R	FOSO Construction, LLC	\$33,628.00	\$33,628.00	CIP-Proj 2355 Future Sewers Interceptor
2/5/2025	21427	Interceptor	McClain Cottingham & Gilligan LLC	\$1,500.00	\$1,500.00	CIP-Proj 2601/2502 LEC
2/5/2025	21427	Interceptor	McClain Cottingham & Gilligan LLC	\$1,500.00	\$1,500.00	CIP-Proj 2601/2502 LEC
2/5/2025	21427	Interceptor	McClain Cottingham & Gilligan LLC	\$1,500.00	\$1,500.00	CIP-Proj 2601/2502 LEC
2/5/2025	21427	Interceptor	McClain Cottingham & Gilligan LLC	\$1,500.00	\$1,500.00	CIP-Proj 2601/2502 LEC
2/5/2025	21427	Interceptor	McClain Cottingham & Gilligan LLC	\$1,500.00	\$1,500.00	CIP-Proj 2601/2502 LEC
2/5/2025	21427	Interceptor	McClain Cottingham & Gilligan LLC	\$900.00	\$900.00	CIP-Proj 2601/2502 LEC
2/5/2025	21428	Interceptor	TPI Utility Construction	\$75,941.55	\$75,941.55	CIP-Proj 2521 Interceptor 96th/Six Points
2/5/2025	21429	Citizens State Bank Operating	Altman, Poindexter & Wyatt, LLC	\$1,107.50	\$1,107.50	Legal fees - Bowen
2/5/2025	21429	Citizens State Bank Operating	Altman, Poindexter & Wyatt, LLC	\$1,727.50	\$1,727.50	Legal fees
2/5/2025	21430	Citizens State Bank Operating	Amazon Capital Services	\$307.40	\$307.40	Office Supplies
2/5/2025	21431	Citizens State Bank Operating	BBC Pump and Equipment Co Inc	\$1,769.46	\$1,769.46	LS Parts
2/5/2025	21432	Citizens State Bank Operating	Black Tie Courier	\$525.00	\$525.00	Courier fees
2/5/2025	21433	Citizens State Bank Operating	Carmel Utilities	\$84,124.13	\$84,124.13	January flow to Carmel
2/5/2025	21433	Citizens State Bank Operating	Carmel Utilities	\$1,083.60	\$1,083.60	January reads
2/5/2025	21434	Citizens State Bank Operating	Carmel Utilities	\$48.08	\$48.08	Stormwater
2/5/2025	21435	Citizens State Bank Operating	Davis Wholesale Supply	\$458.64	\$458.64	Salt for LS and Plant
2/5/2025	21436	Citizens State Bank Operating	Doxim	\$8,157.62	\$8,157.62	Postage
2/5/2025	21436	Citizens State Bank Operating	Doxim	\$5,301.98	\$5,301.98	Statements
2/5/2025	21437	Citizens State Bank Operating	Eco Infrastructure Solutions, Inc.	\$229.60	\$229.60	Carmera Truck parts/labor
2/5/2025	21438	Citizens State Bank Operating	Environmental Resource Associates	\$717.82	\$717.82	Sewer sampling

TriCo Regional Sewer Utility
Register of Claims
For the period 1/6/2025-2/26/2025

Payment date	Check number	Bank name	Payee name	Amount	Amount Allowed	Description
2/5/2025	21439	Citizens State Bank Operating	Fastenal Company	\$156.54	\$156.54	Plant Supplies
2/5/2025	21440	Citizens State Bank Operating	Fastenal Company	\$144.52	\$144.52	Supplies
2/5/2025	21441	Citizens State Bank Operating	Ferguson Enterprises Inc #1480	\$56.73	\$56.73	Biosolids Supplies
2/5/2025	21441	Citizens State Bank Operating	Ferguson Enterprises Inc #1480	\$105.35	\$105.35	Odor control part
2/5/2025	21442	Citizens State Bank Operating	Fluid Waste Services, Inc.	\$2,351.25	\$2,351.25	MH Cleaning
2/5/2025	21442	Citizens State Bank Operating	Fluid Waste Services, Inc.	\$2,771.25	\$2,771.25	LS Cleaning
2/5/2025	21443	Citizens State Bank Operating	Garage Doors of Indianapolis	\$403.00	\$403.00	Door 3 repair
2/5/2025	21444	Citizens State Bank Operating	Grainger	\$46.75	\$46.75	Plant Supplies
2/5/2025	21444	Citizens State Bank Operating	Grainger	\$195.23	\$195.23	Line Volt Analog Tstat
2/5/2025	21444	Citizens State Bank Operating	Grainger	\$22.87	\$22.87	Plant Supplies
2/5/2025	21444	Citizens State Bank Operating	Grainger	\$301.83	\$301.83	Laser Distance Meter
2/5/2025	21444	Citizens State Bank Operating	Grainger	\$32.71	\$32.71	Gauge Pressure
2/5/2025	21444	Citizens State Bank Operating	Grainger	\$21.32	\$21.32	Safety Poster
2/5/2025	21444	Citizens State Bank Operating	Grainger	\$148.35	\$148.35	Safety Posters, Plant Supplies
2/5/2025	21444	Citizens State Bank Operating	Grainger	\$535.38	\$535.38	Calibration Gas Cylinder
2/5/2025	21444	Citizens State Bank Operating	Grainger	\$135.51	\$135.51	Plant Supplies
2/5/2025	21444	Citizens State Bank Operating	Grainger	\$696.78	\$696.78	Electric Water Heater
2/5/2025	21444	Citizens State Bank Operating	Grainger	\$351.86	\$351.86	Gloves
2/5/2025	21445	Citizens State Bank Operating	Grainger	\$289.06	\$289.06	Vacuum breaker kit
2/5/2025	21445	Citizens State Bank Operating	Grainger	\$33.40	\$33.40	Pipe Fitting Insulation
2/5/2025	21445	Citizens State Bank Operating	Grainger	\$13.23	\$13.23	Pressure Gauge Test
2/5/2025	21445	Citizens State Bank Operating	Grainger	\$15.86	\$15.86	Safety Poster
2/5/2025	21445	Citizens State Bank Operating	Grainger	\$326.31	\$326.31	Pressure Switch
2/5/2025	21445	Citizens State Bank Operating	Grainger	\$311.53	\$311.53	Safety Lockout pouch
2/5/2025	21445	Citizens State Bank Operating	Grainger	\$182.75	\$182.75	Tire repair kit, flashlight, ear muffs, safety vest
2/5/2025	21445	Citizens State Bank Operating	Grainger	\$129.00	\$129.00	Tool Box
2/5/2025	21446	Citizens State Bank Operating	Hach Company	\$54.04	\$54.04	Sewer Sampling
2/5/2025	21447	Citizens State Bank Operating	Huntington Insurance, Inc	\$1,138.00	\$1,138.00	Bond Cindy Sheeks
2/5/2025	21447	Citizens State Bank Operating	Huntington Insurance, Inc	\$1,024.00	\$1,024.00	Bond Andrew Williams
2/5/2025	21448	Citizens State Bank Operating	IT Indianapolis/Core	\$10,813.41	\$10,813.41	Feb IT Serv
2/5/2025	21448	Citizens State Bank Operating	IT Indianapolis/Core	\$1,217.45	\$1,217.45	Feb Billing
2/5/2025	21449	Citizens State Bank Operating	Kirby Risk Corporation	\$449.00	\$449.00	GHB Breaker
2/5/2025	21449	Citizens State Bank Operating	Kirby Risk Corporation	\$449.00	\$449.00	GHB Breaker
2/5/2025	21449	Citizens State Bank Operating	Kirby Risk Corporation	\$4,402.43	\$4,402.43	Breakers
2/5/2025	21449	Citizens State Bank Operating	Kirby Risk Corporation	\$769.56	\$769.56	Breakers and Wire
2/5/2025	21449	Citizens State Bank Operating	Kirby Risk Corporation	\$1,541.43	\$1,541.43	Breakers/collar kit
2/5/2025	21450	Citizens State Bank Operating	Linde Gas & Equipment Inc	\$34.12	\$34.12	Gas less sales tax
2/5/2025	21451	Citizens State Bank Operating	Maco Press	\$239.63	\$239.63	#10 Envelopes
2/5/2025	21452	Citizens State Bank Operating	Merrell Brothers, Inc.	\$8,109.92	\$8,109.92	Biosolids Disposal
2/5/2025	21452	Citizens State Bank Operating	Merrell Brothers, Inc.	\$420.00	\$420.00	Biosolids Disposal
2/5/2025	21453	Citizens State Bank Operating	Microbac Laboratories, Inc.	\$334.00	\$334.00	Testing fees
2/5/2025	21454	Citizens State Bank Operating	Mission Mechanical	\$585.00	\$585.00	Plant R & M
2/5/2025	21455	Citizens State Bank Operating	Nalco Company, LLC	\$130.92	\$130.92	Deionizer rental
2/5/2025	21455	Citizens State Bank Operating	Nalco Company, LLC	\$238.33	\$238.33	DI Exchange Tank
2/5/2025	21456	Citizens State Bank Operating	NCL of Wisconsin, Inc	\$434.25	\$434.25	Sewer Sampling
2/5/2025	21457	Citizens State Bank Operating	Occupational Health Centers of the South	\$124.00	\$124.00	Testing fees
2/5/2025	21458	Citizens State Bank Operating	Office Depot	\$112.33	\$112.33	Kleenex
2/5/2025	21458	Citizens State Bank Operating	Office Depot	\$15.21	\$15.21	Sheet Protector
2/5/2025	21459	Citizens State Bank Operating	OmniSite	\$256.63	\$256.63	SL Wireless
2/5/2025	21460	Citizens State Bank Operating	Paymentus Group, Inc.	\$21.90	\$21.90	NSF Fees
2/5/2025	21461	Citizens State Bank Operating	Quench USA, Inc.	\$120.06	\$120.06	Water Cooler Contract
2/5/2025	21462	Citizens State Bank Operating	Red Wing Business Advantage Account	\$206.99	\$206.99	Rossman Work Boots
2/5/2025	21463	Citizens State Bank Operating	Safety Resources, Inc.	\$1,576.75	\$1,576.75	Contract Oct-Dec 2024
2/5/2025	21464	Citizens State Bank Operating	Simplifile	\$840.00	\$840.00	Jan Lien File
2/5/2025	21465	Citizens State Bank Operating	SITECH of Indiana, LLC	\$1,025.00	\$1,025.00	Annual fee
2/5/2025	21466	Citizens State Bank Operating	Taylor Oil Company, Inc.	\$1,791.40	\$1,791.40	Fuel
2/5/2025	21467	Citizens State Bank Operating	USA BlueBook	\$425.06	\$425.06	100 PSI Stenner
2/5/2025	21468	Citizens State Bank Operating	Utility Supply Company	\$156.12	\$156.12	Clay Flex Couplings
2/5/2025	21469	Citizens State Bank Operating	Vasey Commercial Heating & AC, Inc.	\$1,182.26	\$1,182.26	HVAC Leak Repair
1/6/2025	2024645	Citizens State Bank Operating	Indiana Public Employers	\$38,233.43	\$38,233.43	Jan 2025 Insurance
1/10/2025	2024646	Citizens State Bank Operating	ADP	\$280.56	\$280.56	Workforce Now Payroll
1/15/2025	2024647	Citizens State Bank Operating	CenterPoint Energy/Vectren Energy	\$48.77	\$48.77	LS 2 Utilities
1/17/2025	2025001	Citizens State Bank Operating	Indiana Department of Environmental Man	\$175.15	\$175.15	Base Fee Stormwater
1/17/2025	2025002	Citizens State Bank Operating	Pair Soft	\$8,220.00	\$8,220.00	Papersave annual support
1/17/2025	2025003	Citizens State Bank Operating	Indiana Public Employers	\$38,233.43	\$38,233.43	Health Insurance Feb 2025
1/20/2025	2025004	Citizens State Bank Operating	Empower Retirement (Hoosier START)	\$13,136.43	\$13,136.43	401a, 457b, Roth PPE 1/3/25
1/20/2025	2025005	Citizens State Bank Operating	ADP	\$98,263.82	\$98,263.82	Payroll PPE 1/17/25
1/21/2025	2025006	Citizens State Bank Operating	Mutual of Omaha	\$4,949.19	\$4,949.19	Insurance - Feb 2025
1/17/2025	2025007	Citizens State Bank Operating	ADP	\$164.30	\$164.30	Workforce now and time and attendance
1/24/2025	2025008	Citizens State Bank Operating	Comcast	\$263.37	\$263.37	Backup Internet
1/24/2025	2025009	Citizens State Bank Operating	AT&T Mobility	\$2,357.60	\$2,357.60	EE Phones/tablets
1/16/2025	2025010	Citizens State Bank Operating	Duke Energy	\$348.56	\$348.56	LS 19
1/21/2025	2025011	Citizens State Bank Operating	Duke Energy	\$1,285.29	\$1,285.29	LS 14
1/14/2025	2025012	Citizens State Bank Operating	Duke Energy	\$1,569.91	\$1,569.91	LS 1
1/23/2025	2025013	Citizens State Bank Operating	Duke Energy	\$526.63	\$526.63	LS 23
1/13/2025	2025014	Citizens State Bank Operating	Duke Energy	\$73.80	\$73.80	LS 6
1/21/2025	2025015	Citizens State Bank Operating	Duke Energy	\$1,498.43	\$1,498.43	LS 17
1/14/2025	2025016	Citizens State Bank Operating	Duke Energy	\$262.34	\$262.34	LS 21

TriCo Regional Sewer Utility
Register of Claims
For the period 1/6/2025-2/26/2025

Payment date	Check number	Bank name	Payee name	Amount	Amount Allowed	Description
1/14/2025	2025017	Citizens State Bank Operating	Duke Energy	\$183.46	\$183.46	LS 5
1/15/2025	2025018	Citizens State Bank Operating	Duke Energy	\$934.29	\$934.29	LS 26
1/24/2025	2025019	Citizens State Bank Operating	Duke Energy	\$502.96	\$502.96	LS 16
1/22/2025	2025020	Citizens State Bank Operating	Duke Energy	\$25,746.52	\$25,746.52	Plant
1/21/2025	2025021	Citizens State Bank Operating	Duke Energy	\$456.79	\$456.79	LS 11
1/28/2025	2025022	Citizens State Bank Operating	AT & T	\$1,380.49	\$1,380.49	Internet
1/31/2025	2025023	Citizens State Bank Operating	Citizens State Bank	\$20.00	\$20.00	Bank fee
1/24/2025	2025024	Citizens State Bank Operating	ADP	\$171.84	\$171.84	Workforce now bundle
1/28/2025	2025025	Citizens State Bank Operating	Napa Auto Parts	\$22.83	\$22.83	Side beam wipers
2/3/2025	2025026	Citizens State Bank Operating	Empower Retirement (Hoosier START)	\$12,955.81	\$12,955.81	401a, 457b, Roth PPE 1/3/25
2/3/2025	2025027	Citizens State Bank Operating	ADP	\$93,625.48	\$93,625.48	Payroll PPE 1/17/25
1/8/2025	2025028	Citizens State Bank Operating	Citizens Energy Group	\$118.90	\$118.90	Plant
1/8/2025	2025029	Citizens State Bank Operating	Citizens Energy Group	\$95.23	\$95.23	LS 17
1/25/2025	2025030	Citizens State Bank Operating	Republic Services #761	\$735.27	\$735.27	Trash service
1/31/2025	2025031	Citizens State Bank Operating	PNC Bank	\$12,504.32	\$12,504.32	Jan 2025 CC Charges
2/4/2025	2025032	Citizens State Bank Operating	IN.GOV	\$20.15	\$20.15	Employee fees
2/4/2025	2025033	Citizens State Bank Operating	Jive Communications, Inc	\$743.97	\$743.97	Phone Service
1/31/2025	2025034	Citizens State Bank Operating	Citizens State Bank	\$1,021.38	\$1,021.38	Lockbox fees
2/3/2025	2025035	Citizens State Bank Operating	T&T Sales and Promotions	\$5,261.00	\$5,261.00	2025 Clothing order
2/21/2025	2025036	Citizens State Bank Operating	IPL	\$1,130.45	\$1,130.45	LS 8 Utilities
2/21/2025	2025037	Citizens State Bank Operating	IPL	\$56.23	\$56.23	LS 18 Utilities
2/24/2025	2025038	Citizens State Bank Operating	IPL	\$61.85	\$61.85	LS 25 Utilities
2/24/2025	2025039	Citizens State Bank Operating	IPL	\$63.18	\$63.18	VV Utilities
2/24/2025	2025040	Citizens State Bank Operating	IPL	\$118.43	\$118.43	LS 12 Utilities
2/24/2025	2025041	Citizens State Bank Operating	IPL	\$126.31	\$126.31	LS 3 Utilities
2/24/2025	2025042	Citizens State Bank Operating	IPL	\$390.57	\$390.57	LS 9 Utilities
2/24/2025	2025043	Citizens State Bank Operating	IPL	\$74.57	\$74.57	LS 20 Utilities
2/24/2025	2025044	Citizens State Bank Operating	IPL	\$49.83	\$49.83	LS 22 Utilities
2/25/2025	2025045	Citizens State Bank Operating	IPL	\$107.98	\$107.98	LS 24 Utilities
2/25/2025	2025046	Citizens State Bank Operating	IPL	\$78.93	\$78.93	LS 27 Utilities
2/26/2025	2025047	Citizens State Bank Operating	IPL	\$7,974.28	\$7,974.28	LS 2 Utilities
1/31/2025	20250321	Citizens State Bank R4R	PNC Bank	\$1,377.65	\$1,377.65	CIP-Proj 2459 R4R

\$763,109.29

ALLOWANCE OF CLAIMS

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

\$763,109.29

Docket Report Information

For the period 1/6/2025-2/26/2025

CIP-Proj 2301 LS 10 R4R	\$84,272.00
CIP-Proj 2362 CCTV Truck wrap R4R	\$1,561.92
CIP-Proj 2355 Future Sewers Interceptor	\$33,628.00
CIP-Proj 2601/2502 LEC	\$8,400.00
CIP-Proj 2521 Interceptor 96th/Six Points	\$75,941.55
CIP-Proj 2459 PumpTruck R4R	\$1,377.65

\$205,181.12

Payroll - ADP	\$191,889.30
Carmel Utilities - January flow	\$84,124.13
Other Expenses	\$281,914.74
Total Expenses	\$763,109.29

Selected Statistics 2025	January	2025 Monthly Average	2025 YTD	2024 Total Through January
Maintenance Information				
Lateral Inspections	15	15	15	18
Certified I&I Inspections	20	20	20	18
Failed I&I Inspections	0	0	0	0
Sewer Locates	0	0	0	344
Manholes Added	0	0	0	34
Total # of Manholes	6,233	N/A	N/A	N/A
Manholes Inspected	0	0	0	336
Feet of Sewer Added	1,663	1,663	1,663	4,684
Total Footage of Sewers	1,791,545	N/A	N/A	N/A
Feet of Sewer Televised	25,886	25,886	25,886	16,308
Acoustic Sewer Inspection	0	0	0	0
Feet of Sewer Cleaned	0	0	0	0
Overflows	0	0	0	0
Feet of LPFM Cleaned	0	0	0	0
LS 1 to Carmel Utilities				
Rainfall/Precipitation (inches)	0.34	0.34	0.34	5
Total Flow (gallons)	33,740,290	33,740,290	33,740,290	32,948,704
Max Daily Flow (gallons)	1,491,647	N/A	1,491,647	1,529,382
Average Daily Flow (gallons)	1,088,396	1,088,396	N/A	N/A
Min Daily Flow (gallons)	996,081	N/A	996,081	835,566
TriCo WRRF				
Total Flow (gallons)	110,384,000	110,384,000	110,384,000	112,920,000
Max Daily Flow (gallons)	4,381,000	N/A	4,381,000	5,198,000
Average Daily Flow (gallons)	3,560,774	3,560,774	N/A	N/A
Min Daily Flow (gallons)	3,240,000	N/A	3,240,000	2,813,000
Total Flow to Both Plants	144,124,290	72,062,145	144,124,290	145,868,704
Biosolids Handling (gals)				
Wasted (Biosolids)	2,789,000	2,789,000	2,789,000	2,177,000
Dewatered	1,251,100	1,251,100	1,251,100	610,842
Digested Sludge Withdrawn	988,000	988,000	988,000	1,131,000
Customer Information			17,002	
New Sewer Service Accounts	45	45	45	46
Permits Issued	8	8	8	24



BUDGET & FINANCE COMMITTEE MEETING

Friday, January 24, 2025, at 7:30 a.m.

Memorandum

Ms. Merrill called the meeting to order at 7:32 a.m.

Members Present: Committee Chair Jane Merrill, members Loren Matthes and Carl Mills. Board members Michael McDonald and Eric Hand, Legal Counsel Anne Poindexter, Utility Director Andrew Williams, Engineering Manager Wes Merkle, Controller Cindy Sheeks and Administrative Assistant Maggie Crediford

PUBLIC COMMENT

There was no one present from the public.

FINANCIAL STATEMENTS

Ms. Sheeks gave the Committee an updated copy of the financial statements, the one in the packet had a couple of typos on percentages that needed to be corrected. Ms. Sheeks said 2024 revenue ended above projections by \$500,000. Most of the additional revenue was generated from earned interest. The 2024 Operating expenses came in under budget.

STALE DATED CHECKS

Ms. Merrill asked if anyone had any questions in relation to voiding the stale dated checks from 2022. There were none. Mr. Mills made a motion to recommend the Board void the 2022 stale dated checks. Ms. Matthes seconded the motion, and it was unanimously approved.

RESOLUTION 02.10.2025

Mr. Mills made a motion to recommend the Board authorize the \$400,000 temporary loan from the Plant Expansion Fund to the Interceptor Fund. Ms. Matthes seconded the motion, and it was unanimously approved.

RESOLUTION 02.10.2025-2

Ms. Matthes made a motion to recommend the Board Authorize the \$1,500,000 transfer from the Operating Fund to the Reserve for Replacement Fund. Mr. Mills seconded the motion, and it was unanimously approved.

TROJAN PURCHASE ORDER

Mr. Williams and Mr. Merkle explained that Trojan is the manufacturer of the UV equipment that is used at the very end of TriCo's water treatment process to disinfect the water before it is discharged. The equipment is used seasonally during the warmer months. The staff has tried using off brand parts in the past and have not had successful outcomes in doing that. Mr. Williams recommended the board approve the purchase order

for the parts needed for the 2025 season. Mr. Mills made a motion to recommend the Board approve the purchase order to Trojan in the amount of \$34,289.30. Ms. Matthes Seconded the motion, and it was unanimously approved.

CARMEL UTILITIES TREATMENT RATE INCREASE

The Committee discussed Carmel Utilities' proposed increase in the treatment costs associated with flow they treat.

ADJOURNEMENT

Mr. Mills made a motion to adjourn the meeting. Ms. Matthes seconded the motion. The meeting was adjourned at 8:15 a.m.

Respectfully Submitted

Cindy Sheeks

Cindy Sheeks
Controller



MEMORANDUM

To: Board of Trustees

From: Cindy Sheeks

Date: 2/10/2025

Subject: Void Stale Dated Checks

Per the State Board of Accounts, the Utility may void stale dated checks if they remain uncashed on December 31 two years after the issue date. Below is a list of the checks to be voided totaling \$462.89.

Payment date	Check #	Payee name	Invoice amount	Invoice Description
1/7/2022	17307	Mark Garrison	\$6.60	Refund-10223 N Central Ave
1/7/2022	17321	Brigitta Bittner	\$19.43	Refund-4079 Wildwood Ct
2/7/2022	17362	Michelle Gaeddert	\$6.18	Refund-2942 Brooks Bend
2/7/2022	17377	Ryan Burton	\$37.00	Refund-1044 Timber Creek Dr #10
4/15/2022	17632	LAUREN HEAVIN	\$24.60	REFUND-10799 BELAIR DR
4/15/2022	17637	GARY PADJEN WILLIAM WAITE OR BRITTANY	\$25.69	REFUND-9818 HAVERSTICK
5/16/2022	17735	CIMMARUSTI	\$17.57	REFUND-342 FLEETWOOD
5/16/2022	17747	XIAOZENG YANG OR YING WANG	\$27.86	REFUND-1635 NORDLAND DR
6/7/2022	17822	KSHITHEESH MELKOTE-KAINKARYAM	\$31.43	REFUND-OVERPAYMENT
7/6/2022	17932	BRAD JOBE	\$20.40	Refund-4518 Windchase Circle
7/12/2022	18004	ROBERT SCHAEFER	\$23.13	REFUND-9937 SHAHAN CT
8/11/2022	18097	ERIC ZECKNER	\$5.13	REFUND-2480 E 96TH ST
8/11/2022	18098	JACQUELINE MIDDLEL	\$11.60	REFUND-13484 LORENZO BLVD
8/11/2022	18115	BRANDON OR ELAINA PASCHAL	\$33.90	REFUND-3575 CORSHAM CIR
8/11/2022	18123	JEREMIAH GILL	\$66.61	REFUND-11043 N CENTRAL AVE
9/12/2022	18233	LIANG ZENG YAN	\$9.06	REFUND-13808 AMBLEWIND PL
11/10/2022	18452	DREES PREMIER HOMES	\$26.70	REFUND-1684 BLYTHE
12/6/2022	18518	STANLEY MATTINGLY	\$45.62	REFUND-10725 CORNERSTONE CT
12/28/2022	18613	LOGAN HUG	\$24.38	REFUND-9742 KITTRELL

Requested Action: Void above listed stale dated checks.



MEMORANDUM

To: Board of Trustees

From: Scot Watkins

Date: February 6, 2025

Subject: 2025 Capital Project – UV Equipment

The requested UV equipment will ensure continued compliance with permit limits and eliminate the need for additional equipment orders throughout the year. The majority of the purchase consists of replacement lamps, along with other essential miscellaneous parts required to maintain the proper functionality of the system.

The approved capital budget for this project was \$35,000, and the total cost of this purchase is \$34,289.30, keeping the project under budget. The B&F Committee reviewed this purchase and is recommending approval.

Recommended Action: Approve of the purchase order to Trojan in the amount of \$34,289.30.



MEMORANDUM

To: Board of Trustees
From: Cindy Sheeks
Date: 02/10/2025
Subject: Transfer from Plant Expansion to Interceptor fund

Per the State Board of Accounts, the Board shall pass a resolution authorizing a temporary transfer from the Plant Expansion Fund to the Interceptor Fund, so the fund is not in a negative cash balance at year end. As of December 31, 2024, the balance in the Interceptor Fund is \$-381,768.14. The available balance in the Plant Expansion Fund available to loan to the Interceptor Fund is \$1,503,295.09.

Requested Action: Authorize the \$400,000 temporary loan from the Plant Expansion Fund to the Interceptor Fund.

RESOLUTION NO. 02.10.2025

RESOLUTION OF THE TRICO REGIONAL SEWER UTILITY

**CONCERNING A TEMPORARY LOAN FROM THE PLANT EXPANSION
FUND TO THE INTERCEPTOR FUND**

WHEREAS the Board of Trustees of the TriCo Regional Sewer Utility is aware that balance of the Interceptor Fund has fallen below zero due Capital Improvement expenditures, and

WHEREAS the Board of Trustees is aware of excess cash available in the Plant Expansion fund to transfer to the Interceptor fund, and

WHEREAS the Board of Trustees desires to transfer \$400,000 from the Plant Expansion fund to the Interceptor Fund on December 31, 2024, and

WHEREAS the funds shall be repaid as soon as the unencumbered cash balance is available in the Interceptor fund.

NOW THEREFORE BE IT RESOLVED BY THE TRICO REGIONAL SEWER UTILITY BOARD OF TRUSTEES AS FOLLOWS:

One-time transfer of \$400,000 from the available cash balance of the Plant Expansion fund to the Interceptor fund.

SO RESOLVED this 10th day of February 2025 by the TriCo Regional Sewer Utility Board of Trustees.

Carl Mills President

Jeff Kimbell Vice President

Jane Merrill Treasurer

Michael McDonald Secretary

Eric Hand

Steve Pittman

Amanda Foley

Jeff Hill

Loren Matthes

Attest- Andrew Williams



MEMORANDUM

To: Board of Trustees

From: Cindy Sheeks

Date: 02/10/2025

Subject: Transfer from Operating to Reserve for Replacement

As part of the annual budget process, the Board of Trustees passes a Capital Budget with funding in the Reserve for Replacement fund for capital projects. The funding source of the Reserve for Replacement fund is a transfer from the Operating Fund. Capital expenditures in 2024 from the R4R fund totaled \$1,451,732.05.

Requested Action: Authorize the \$1,500,000 transfer from the Operating Fund to the Reserve for Replacement Fund.

RESOLUTION 02.10.2025-2

**A RESOLUTION OF TRICO REGIONAL SEWER UTILITY CONCERNING THE
ANNUAL TRANSFER OF FUNDS FROM THE OPERATING FUND
TO THE RESERVE FOR REPLACEMENT FUND**

WHEREAS the Board of Trustees of the TriCo Regional Sewer Utility is aware that balance of the Reserve for Replacement Fund has fallen below zero due Capital Improvement expenditures, and

WHEREAS it is the budget policy of the Board of Trustees to fund the Capital Expenditures of the Reserve for Replacement fund with an annual transfer of cash available in the Operating fund, and

WHEREAS the Board of Trustees desires to transfer \$1,500,000 from the Operating Fund to the Reserve for Replacement fund on December 31, 2024 to fund the Capital Expenditures incurred in 2024.

NOW THEREFORE BE IT RESOLVED BY THE TRICO REGIONAL SEWER UTILITY BOARD OF TRUSTEES AS FOLLOWS:

A transfer of \$1,500,000 from the available cash balance of the Operating Fund to the Reserve for Replacement Fund.

SO RESOLVED on this 10th day of February, 2025 by the TriCo Regional Sewer Utility Board of Trustees.

Carl Mills President

Jeff Kimbell Vice President

Jane Merrill Treasurer

Michael McDonald Secretary

Eric Hand

Steve Pittman

Amanda Foley

Jeff Hill

Loren Matthes

Attest Andrew Williams



MEMORANDUM

To: Board of Trustees

From: Andrew Williams

Date: February 6, 2025

Subject: 2025 Capital Purchase – Portable Pump

The 2025 Capital Budget included \$56,000 for the replacement of the portable 6" by-pass pump. The following quotes were received:

BBA Pumps	BBA BA150KS	\$56,280
KM Specialty Pumps	Atlas Copco F66	\$56,405
KM Specialty Pumps	Thompson 6JSCEE	\$65,621

The BBA Pump meets the requirements of the request.

Recommended Action: Recommend the Board Approve the purchase of the portable by-pass pump from BBA Pumps for \$56,280.