

BOARD OF TRUSTEES SPECIAL MEETING

Monday, March 23, 2009 @ 7:00 P.M
Michigan Road Wastewater Treatment Plant
7236 S. Mayflower Park Drive, Zionsville, IN 46077

Minutes

The meeting began at 7:00 p.m.

Roll Call

Present: Board President Ron Houck, Vice President Marilyn Anderson, Secretary Michael McDonald, Ron Hagan, Eric Hand, Jane Merrill, Sam Mishelow, Greg Starleaf, Utility Director Andrew Williams, Controller Ron Hansen, District Engineer Ryan Hartman, and Plant Supervisor Scot Watkins. Absent: Treasurer Michael Claytor. The audience sheet is attached.

Banking Resolution

The Budget & Finance Committee discussed the 10 banking proposals received by the District. Charter One branches were converted today to Old National Bank, and we no longer have a physical branch at which to make our deposits. A list of the banking bids were given to the Board members and Staff in attendance. The B&F Committee has recommended Irwin Union Bank because of the low monthly and yearly fees, as well as a courier service to pick up the daily deposits. Charter One did not charge us any monthly or yearly fees. Irwin Union Bank's money market account is 1.25% and is set at 1% above the Federal funds nationally. The highest bid was 1.6%. A motion was made by Michael McDonald to approve Irwin Union Bank as the new bank for the District and was seconded by Mr. Starleaf. The motion was unanimously approved.

Staff also recommended that we modify the check signing policy by allowing Drew Williams and Candy Feltner to sign the transfers between Teachers Credit Union and Irwin Union Bank.

Signature authority for checks is currently as follows:

- A. Up to \$5,000 – Utility Director or Director of Administration & Customer Service
- B. Over \$5,000 to \$25,000 – Utility Director or Director of Administration & Customer Service and one (1) Board Member.
- C. Over \$25,000 – Two (2) Board Members

Recommended addition to the check signing policy:

- D. Checks or requests for a check over \$5,000 written prior to a Board meeting to transfer cash from one bank to a second bank may be signed by both the Utility Director and Director of Administration & Customer Service without a Board member's signature if:
 - 1) The check is written payable to Clay Township Regional Waste District;
 - 2) The check is not written to pay a claim;
 - 3) The check will be deposited in a bank account of Clay Township Regional Waste District that has been previously authorized by the Board of Trustees;

- 4) The purpose of the deposit is to transfer cash to a higher interest bearing account or checking account that does not qualify as an investment account;
- 5) The Treasurer will be notified of each transfer on the day the transfer occurs.

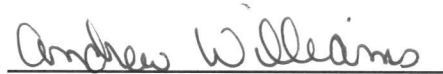
A motion was made by Michael McDonald to approve the check signing policy and was seconded by Mr. Hand. The motion was unanimously approved.

Presentation of the Master Plan Study by HNTB


Representatives of HNTB presented the Master Plan Study to the Board members. HNTB then addressed the Board's questions. Further suggestions or concerns can be made to Mike Seals of HNTB or Utility Director Andrew Williams.

The meeting adjourned at 9:12 p.m.

Respectfully submitted:



Andrew Williams, Utility Director



Michael McDonald, Secretary

Accept the Meeting Minutes:
 As Presented
 As Amended



Ronald Houck, President