



BOARD OF TRUSTEES MEETING

Monday, December 14, 2009 @ 7:00 P.M.

Minutes

ROLL CALL

Present: President Ron Houck, Vice President Marilyn Anderson, Treasurer Michael McDonald, Secretary Eric Hand, Ron Hagan, Jane Merrill, Sam Mishelow, Courtney Schaafsma, Greg Starleaf, Legal Counsel Anne Poindexter, and Utility Director Andrew Williams. The audience sheet is attached.

APPROVAL OF MINUTES

A motion was made by Mr. Starleaf to approve the November 9, 2009 Board of Trustees Meeting Minutes, and was seconded by Ms. Merrill. The motion was unanimously approved.

ATTORNEY'S REPORTS

Project Updates

Nothing to report at this time.

Report of Pending Litigation

Nothing to report at this time.

UTILITY DIRECTOR'S REPORT

Director's Report and Selected Statistics

Mr. Williams stated that as of December 6, 2009 GUTs would no longer process the District's invoices. The new billing software is now being used by Customer Service staff and the January 6, 2010 invoices will be printed by the new company Allison Payment Systems.

Mr. Lewin has ramped up the FOG inspection process with 45 completed inspections. There were 10 facilities that failed inspections due to excess capacity of grease traps/interceptors. Fines and inspection fees have been invoiced to the facilities in violation. The facilities' management companies were also sent notices of violations and/or invoices. Mr. Houck suggests that follow-up calls or visits be made to the facilities in violation.

Mr. Williams discussed the recent overflow at Lift Station #1 due to mechanical failure of the backup pump. We are still waiting on the replacement pump. Carmel's treatment plant and the Carmel Engineer's office were notified about the overflow. The District will follow up with an informational meeting with Carmel and schedule a tour of our plant to help them better understand the District and our responsibilities. Mr. Williams stated that we also have not heard back from Carmel about the possibility of fining the District due to the overflow.

COMMITTEE REPORTS**PERSONNEL & BENEFITS COMMITTEE**

Mr. Hand stated that the P&B Committee reviewed the District's goals for the past year, and the primary topics discussed were efforts to control operating costs, create a professional staff, reduce environmental impacts, create a long term capital plan, update the disaster plan and business continuity, and update the security of facilities and computer network. Mr. Williams discussed the employee performance review process. There are no action items for the Board at this time.

BUDGET & FINANCE COMMITTEE

Mrs. Poindexter discussed her handout pertaining to the Carmel Wastewater Service Agreement. A motion was made by Mr. McDonald to approve the red line version presented by legal counsel and the amendments as discussed. The motion was seconded by Mr. Hagan, with 8 in favor and 1 abstention by Ms. Schaafsma.

CAPITAL & CONSTRUCTION COMMITTEE

Ms. Anderson discussed the 2010 Preliminary Capital Budget and the handouts explaining the District's cash funds as requested by Mr. Mishelow. Ms. Merrill stated that the C&C Committee reviewed this budget line by line and particularly looked at it in light of safety, efficiency and is it environmentally sound. A motion was made by Ms. Anderson to approve the 2010 Capital Budget and was seconded by Ms. Merrill. The motion was unanimously approved.

Mr. Williams explained the handout describing the ArcGIS server purchase, which was already in the 2009 budget for \$20,000, but not brought before the Board for approval in a timely manner. The ArcGIS server will provide a centrally structured, scalable data storage and management system for the District's geographical information, and most importantly, the District will have the ability to publish maps to the web. Our GIS Technician Jeff Martin has received very positive comments from Hamilton County as a user of the ArcGIS server. A motion was made by Ms. Anderson to approve the purchase of the ArcGIS Server, and was seconded by Mr. Mishelow. The motion was unanimously approved.

Ms. Anderson discussed the appointment of Common Construction Wage Hearing Representatives for the upcoming 2010 capital projects. A motion was made by Ms. Anderson to recommend Judy Hagan or Dave DeVilbiss to the Hamilton County Commissioners for their consideration; designate Sam Mishelow as the Industry Representative; designate Marilyn Anderson as the Rate Payer. The motion was seconded by Ms. Merrill, and the motion was unanimously approved.

Ms. Anderson explained the C&C Committee's recommendation to install low pressure sewer systems in the Crooked Stick, Crooked Stick West, Bella Terra, and Spring Run Estates subdivisions. The depth to connect to a gravity system is very deep and would require easements through neighborhood yards which are well established with trees and landscaping. The cost per homeowner for a low pressure system including the pump and lateral would be approximately \$17,000. The cost per homeowner for a gravity system would be at least \$27,000. There are 13 properties in this area that can only be served by low pressure systems, with the remainder of properties that can be served with either low pressure or gravity. Installing both sewer systems presents a problem in that the cost for a low pressure system for the 13 properties will go up in price to \$33,000. Mr. Houck stated that the original Crooked Stick project was installed deeper to service future sections of the subdivision. Ms. Anderson explained that the original project was done during that time when the Board only recommended gravity and not

low pressure systems. Mr. Houck reminded the Board that the District has a low pressure policy with a number of criteria outlined to evaluate future sewer projects considering low pressure sewer systems. There is no action for the Board at this time.

Mr. Houck asked for clarification on the Autumn Woods subdivision, lot 11, low pressure force main. Mr. Williams explained that a realtor called Mr. Hartman asking if a low pressure force main could be installed because the property owner was not able to get a septic permit for this particular lot. The Autumn Woods subdivision consists of approximately five (5) homes with empty lots between houses. Most of the homes have septic systems. The owner wants to pay the total cost for this system and then get reimbursed as other home owners hook in at a later date.

Safety Committee

Mr. Williams stated that Mr. Prange invited all three shifts of the Carmel Fire Dept. to tour the wastewater plant and the District recently learned that a Knox-Box (fire keybox system), by county, is attached to the front of buildings purposely for the fire departments to gain entry in the event the building is empty. It appears the District's Knox-Box is only for Boone County to use, so we will need to obtain a separate Knox-Box for Hamilton County for the Carmel Fire Department. The District also learned that Carmel has eliminated their Confined Space Rescue Team because the new fire chief thought it was excessive and unnecessary. The District will now need to rely on Indianapolis or Fishers.

Mr. Marshall noted there is no update for the Board at this time regarding grease and rags at the lift stations.

OLD BUSINESS

Nothing to report at this time.

NEW BUSINESS

I&I Enforcements

Mr. Williams updated the Board regarding the duplex at 10616-18 Park Ave. that failed the July 13, 2009 I&I inspection. The owner had not repaired the violation and paid three months of \$20 assessment fees. Mr. Williams is happy to report that the owner has finally corrected the problem.

Claims Docket

Mr. Houck asked if the District received the adjusted rate from Duke Energy. Mr. Hanson replied that the lift stations qualified for an adjusted rate, but the plant did not due to the office is located on the premises. Duke Energy said the District could separately meter the office and the rest of the plant could then receive the adjusted rate for a plant/office ratio of 90/10.

A motion was made by Mr. Hagan to approve the claims docket, and was seconded by Ms. Anderson. The motion was unanimously approved.

Mr. Hand asked for comments from the Board regarding the possibility of investing in a two-year bonding note using part of the District's reserve to help Zionsville with their "shovel ready" sewer projects. They have the projects; we do not. We have the cash reserve; they may not. Mr.

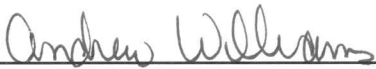
Hansen will investigate and discuss his findings at the next Budget and Finance Committee meeting.

ADJOURN

A motion was made by Ms. Anderson to adjourn, and was seconded by Mr. Hagan. The motion was unanimously approved. The meeting adjourned at 8:15 p.m.

The next Board of Trustees Meeting is scheduled for January 11, 2010 at 7:00 p.m.

Respectfully submitted,



Andrew Williams, Utility Director

Eric Hand, Secretary

Ronald Houck, President

Accept the Meeting Minutes:

___ as Presented
___ as Amended