

1. Sanitary Sewer Board Meeting

Documents:

SANITARY SEWER BOARD AGENDA 07.15.2021.PDF
MINUTES 070121.PDF
MINUTES 070921EX.PDF
PR VOUCHER 7-15-21.PDF
CLAIMS 7-15-21.PDF
FUND REPORT.PDF
APPROP REPORT.PDF
CHARLESTOWN SSB - RESOLUTION RE EXPENDITURE POLICY - 4850-8660-
4785.1.PDF

CITY OF CHARLESTOWN
SANITARY SEWER BOARD MEETING

July 15, 2021

10:00 A.M.

Agenda

1. Opening
 - a. Call to Order/Pledge of Allegiance
 - b. Roll Call – Determination of a Quorum
 - c. Approval of Agenda
2. Standing Business
 - a. Approval or Correction of Prior Meeting's Minutes from 07/01/2021
 - b. Current Claims
 - c. Payroll Allowance Docket from 06/27/2021-07/03/2021
3. Public Comment Period
4. Old Business
 - a. Revised MOU Resolution
 - b. Spending Authorization Resolution
5. New Business
 - a. Contract Review for Operator
6. Adjournment

SANITARY BOARD

July 1, 2021

10:00 A.M.

THE MEETING OF THE SANITARY BOARD FOR THE CITY OF CHARLESTOWN WAS HELD ON THURSDAY, JULY 1, 2021 AT 10:00 A.M. AT CITY HALL WITH MAYOR TREVA HODGES PRESIDING.

Board members present was: Ryan Hodskins and Nathan Grimes. Also present was Clerk Treasurer Donna Coomer.

Pledge of Allegiance

Agenda

Treva Hodges entertained a motion to approve the agenda. Motion made by Ryan Hodskins, second by Nathan Grimes. Passed 3-0.

Standing Business

Treva Hodges entertained a motion to approve the minutes from June 17, 2021, the payroll voucher from June 13 to June 26, and the claims. Motion made by Ryan Hodskins. The claims and payroll docket was seconded by Nathan Grimes, but due to his absence last meeting, refrained from seconding the minutes. Approved 3-0.

Treva Hodges seconded the minutes from June 17. Passed 3-0.

Public Comment-none

Resolution 2021-R-03

Resolution 2021-R-03 is a resolution recommending that the Common Council enter into a memorandum of understanding with River Ridge Development Authority and the City of Jeffersonville Common Council and Sanitary Board in order to submit a joint application to Our Southern Indiana Regional Development Authority seeking funds from the Indiana Regional Economic Acceleration and Development Initiative (READI). The memorandum of understanding is non-binding. The application must be submitted by July 20.

Treva Hodges entertained a motion to approve resolution 2021-R-03. Motion made by Nathan Grimes, second by Ryan Hodskins. Passed 3-0.

Baker Tilly Letter of Engagement

Baker Tilly requested a formal letter of engagement given the scope of upcoming projects. They will serve in an advisory capacity. There was discussion about the charges and Treva Hodges explained that the fees for each project would be fixed at the outset of each based on the scope of

the work, including do not exceed amounts. The attorney, Beau Zoeller has reviewed the document.

Treva Hodges entertained a motion to approve the Baker Tilly engagement letter. Motion made by Ryan Hodskins, second by Nathan Grimes. Passed 3-0.

Letter of Intent to Serve-990 Market Street

A developer is wanting to improve the property at 990 Market Street with a drive thru and adjacent office building. They are not asking for a waiver of any fees, just a letter stating that the City will serve that property.

Treva Hodges entertained a motion to authorize attorney Beau Zoeller a letter stating the City's intent to serve the development. Motion made by Ryan Hodskins, second by Nathan Grimes. Passed 3-0.

Treatment Plant Update

Rick Wheeler requested permission to purchase equipment to conduct smoke tests to identify the sources of inflows and infiltrations to the system. The purchase would consist of a smoke blower, inflatable plugs and smoke bombs. The approximate cost is \$4,500 to get the project started.

Treva Hodges entertained a motion to allow Rick Wheeler to purchase the necessary equipment to conduct smoke testing at an approximate cost of \$4,500. Motion made by Nathan Grimes, second by Ryan Hodskins. Passed 3-0.

Treva Hodges discussed passing a resolution to give the plant operator authorization to make purchases under \$5,000 without board approval. The board recognizes that emergency repairs happen which may exceed that amount. The resolution can be adjusted as the need arises.

Mr. Wheeler also gave an update on the station at the housing authority. The board had previously approved a repair; however, Mr. Wheeler feels it would be in the best interest of the City to replace the equipment. He will get a cost estimate together for the next meeting.

Mr. Wheeler addressed potential incoming River Ridge developments. Josh Hillman with JTL explained how River Ridge potentially handles the infrastructure for development.

Adjournment

Treva Hodges entertained a motion to adjourn. Ryan Hodskins made a motion to adjourn, second by Nathan Grimes. Passed 3-0.

TREVA HODGES, MAYOR

DATE

ATTEST:

DONNA COOMER, CLERK TREASURER

DATE

SANITARY BOARD

July 9, 2021

9:00 A.M.

THE EXECUTIVE SESSION OF THE SANITARY BOARD FOR THE CITY OF CHARLESTOWN WAS HELD ON FRIDAY, JULY 9 AT 9:00 A.M. AT CITY HALL WITH MAYOR TREVA HODGES PRESIDING.

Board members present were: Nathan Grimes and Ryan Hodskins. Also present was Clerk Treasurer Donna Coomer.

Meeting Type: Executive Session IC 5-14-1.5-6.1 lists the circumstances under which and executive session may be held, including the following:

The Sanitary Board met in executive session per I.C. §5-14-1.5-6.1(b)(9) to discuss a job performance evaluation of an employee.

THIS IS TO CERTIFY PER STATUE IC 5-14-1.5-6.1 THERE WAS NO OTHER SUBJECT MATTER OTHER THAN WHAT WAS SPECIFIED IN THE PUBLIC NOTICE DISCUSSED AT THIS MEETING.

TREVA HODGES, PRESIDENT

DATE

NATHAN GRIMES, VICE PRESIDENT

DATE

RYAN HODSKINS, SECRETARY/TREASURER

DATE

ATTEST:

CLERK TREASURER, DONNA S. COOMER

DATE

Allowance Docket
 For check dates **06/27/2021 - 07/03/2021**
 Selected Departments - Sewer
 Ordered by Employee Name
 Grouped By Location
 Suppress Zero Records

Pay Period	Employee Ending Number	Employee Name	Distribution Name	All Paytypes Except Overtime	Overtime Only
Location : 01-City Hall 1					
06/27/2021	328	Gomez, Dorothea	Sanit Salaries	\$380.80	\$0.00
06/27/2021	328	Gomez, Dorothea	Sewer Sal	\$380.80	\$0.00
06/27/2021	408	Hebner, Robin E.	Sanit Salaries	\$397.80	\$0.00
06/27/2021	408	Hebner, Robin E.	Sewer Sal	\$397.80	\$0.00
Location Subtotal : 01-City Hall 1				\$1557.20	\$0.00
Location : 05-Sewer					
06/27/2021	501	Knight, Paul G.	Sewer Sal	\$825.20	\$0.00
06/27/2021	501	Knight, Paul G.	Sewer Sal OT	\$0.00	\$61.90
06/27/2021	363	Slaughter, Donald L	Sewer Sal	\$780.40	\$0.00
06/27/2021	363	Slaughter, Donald L	Sewer Sal OT	\$0.00	\$14.64
Location Subtotal : 05-Sewer				\$1605.60	\$76.54
Total				\$3162.80	\$76.54

I hereby certify that each of the above listed vouchers and the invoices or bills attached there to,
 are true and correct and I have audited same in accordance with IC5-11-10-1-6.

_____ Date

_____ Fiscal Officer

Allowance Of Accounts Payable Vouchers
 City Of Charlestown

We have examined the Accounts Payable Vouchers listed on the foregoing Register of Accounts Payable Vouchers consisting of _____ pages and except for accounts payables not allowed as shown on the Register such accounts payables are hereby allowed in the total amount of \$_____

Dated this _____ day of _____

Signatures of Governing Board

Accounts Payable Register

APV Register Batch - SANITARY BOARD MEETING 07/15/2021

All History

Ordered By APV Number

DATE FILED	APV #	NAME OF PAYEE	PO #	APPROP #	APPROPRIATION	DESCRIPTION	AMOUNT	CHECK #	CHECK DATE	MEMORANDUM
06/28/2021	96462	CLARK COUNTY AUDITOR		606001590.000	SEWER - MISC EXPENSE	REIMBURSE FOR SEWER LIEN PD TO US IN ERROR	355.84	17381	06/28/2021	
06/30/2021	96473	PAYROLL-CHARLESTOWN CITY		606001112.000	SEWER - OVERTIME SALARY	SEWER OT SALARY	76.54	17382	06/30/2021	
06/30/2021	96473	PAYROLL-CHARLESTOWN CITY		606001111.000	SEWER- SALARIES/WAGES EMPLOYE	SEWER SALARY	2384.20	17382	06/30/2021	
06/30/2021	96474	PAYROLL-CHARLESTOWN CITY		606001131.000	SEWER- EMP. FICA AND MEDICARE	SEWER FICA/MEDI	180.25	17383	06/30/2021	
06/30/2021	96475	PAYROLL-CHARLESTOWN CITY		606001130.000	SEWER- EMPLOYEE BENEFITS	SEWER PERF	275.61	17384	06/30/2021	
07/01/2021	96534	NEW WASHINGTON STATE BANK		606001491.000	SEWER - INTEREST EXPENSE	INTEREST DUE	116.93	17385	07/01/2021	
07/01/2021	96534	NEW WASHINGTON STATE BANK		606001492.000	SEWER LOANS PAYABLE	PRINCIPAL DUE	2366.48	17385	07/01/2021	
07/01/2021	96557	DUKE ENERGY		606001351.000	SEWER - PURCHASED POWER	ELECTRIC	36.68	17391	07/01/2021	
07/01/2021	96557	DUKE ENERGY		606001351.000	SEWER - PURCHASED POWER	ELECTRIC	30.01	17391	07/01/2021	
07/01/2021	96558	CLARK COUNTY REMC		606001351.000	SEWER - PURCHASED POWER	ELECTRIC	907.99	17392	07/01/2021	
07/01/2021	96558	CLARK COUNTY REMC		606001351.000	SEWER - PURCHASED POWER	ELECTRIC	248.23	17392	07/01/2021	
07/06/2021	96582	AMERICAN WATER		606001360.000	SEWER - CONTRACTUAL EXPENSE	USAGE DATA BASE CHARGE JUNE 2021	575.00	17393	07/06/2021	
07/06/2021	96582	AMERICAN WATER		606001360.000	SEWER - CONTRACTUAL EXPENSE	MUNICIPALITY SHUTOFFS/RECONNECTS	845.00	17393	07/06/2021	
07/06/2021	96583	A.E. BOYCE CO INC		606001590.000	SEWER - MISC EXPENSE	MAY 2021 BILLING/ POSTAGE	974.09	17394	07/06/2021	
07/06/2021	96584	JACOBI OIL SERVICE INC		606001221.000	SEWER - VEHICLE FUEL	VEHICLE FUEL	217.02	17395	07/06/2021	
07/06/2021	96584	JACOBI OIL SERVICE INC		606001221.000	SEWER - VEHICLE FUEL	VEHICLE FUEL	148.41	17395	07/06/2021	
07/06/2021	96585	SEWER BOND & INTREST		606001520.000	SEWER - BOND & INTEREST CASH/TRANSFER	BD&INT MONTHLY TRANSFER	25327.09	17396	07/06/2021	
07/07/2021	96596	PAYROLL-CHARLESTOWN CITY		606001111.000	SEWER- SALARIES/WAGES EMPLOYE	SEWER SALARY	3044.21	17397	07/07/2021	
07/07/2021	96596	PAYROLL-CHARLESTOWN CITY		606001112.000	SEWER - OVERTIME SALARY	SEWER OT SALARY	24.75	17397	07/07/2021	

Accounts Payable Register

DATE FILED	APV #	NAME OF PAYEE	PO #	APPROP #	APPROPRIATION	DESCRIPTION	AMOUNT	CHECK #	CHECK DATE	MEMORANDUM
07/07/2021	96597	PAYROLL-CHARLESTOWN CITY		606001131.000	SEWER- EMP. FICA AND MEDICARE	SEWER FICA/MEDI	226.78	17398	07/07/2021	
07/07/2021	96598	PAYROLL-CHARLESTOWN CITY		606001130.000	SEWER- EMPLOYEE BENEFITS	SEWER PERF	343.72	17399	07/07/2021	
07/08/2021	96615	PAYROLL-CHARLESTOWN CITY		606001130.000	SEWER- EMPLOYEE BENEFITS	2ND QTR UNEMPLOYMENT	8.24	17400	07/08/2021	
07/08/2021	96616	SEWAGE DEBT SERVICE RESERVE		606001521.000	SEWER - DEBT SER RES CASH/TRANSFER	REQUIRED RESERVES	43800.00	17401	07/08/2021	
07/15/2021	96621	NEO WATER TREATMENT LLC		606001211.000	SEWER - LAB SUPPLIES	LAB SUPPLIES	11593.68		/ /	
07/15/2021	96622	MELISSA D HESTER LAYTON		606001590.000	SEWER - MISC EXPENSE	REFUND CREDIT ON CLOSED ACCT 565 MAIN CROSS ST	80.57		/ /	
07/15/2021	96623	USABLUBOOK		606001211.000	SEWER - LAB SUPPLIES	LAB SUPPLIES	487.19		/ /	
07/15/2021	96624	DCEC HOLDING CO INC		606001363.000	SEWER - SLUDGE /SANI	MONTHLY SERVICE	100.00		/ /	
07/15/2021	96625	KOORSEN FIRE & SECURITY INC		606001360.000	SEWER - CONTRACTUAL EXPENSE	PUMP ALARM QTRLY BILLING JULY-SEPT 2021	139.57		/ /	
07/15/2021	96626	IUPPS		606001360.000	SEWER - CONTRACTUAL EXPENSE	2ND QUARTER 2021 PER TICKET FEE	485.45		/ /	
07/15/2021	96627	APEX SALES & REPAIR LLC		606001362.000	SEWER-EQUIPMENT REPAIR	MAPLE ST LIFT STATION	2290.00		/ /	
07/15/2021	96627	APEX SALES & REPAIR LLC		606001362.000	SEWER-EQUIPMENT REPAIR	INSTALL REPAIRED DANFOSS AC DRIVE #1 AND REBUILT PUMP #1	1252.97		/ /	
07/15/2021	96627	APEX SALES & REPAIR LLC		606001362.000	SEWER-EQUIPMENT REPAIR	SADDLEBACK #2 STATION PUMP #2	975.00		/ /	
07/15/2021	96627	APEX SALES & REPAIR LLC		606001362.000	SEWER-EQUIPMENT REPAIR	PUMP #1 REPLACED IMPELLER WEAR RING SEALS AND BEARINGS	11805.50		/ /	
07/15/2021	96627	APEX SALES & REPAIR LLC		606001362.000	SEWER-EQUIPMENT REPAIR	DANBURY OAKS PUMP	550.00		/ /	
07/15/2021	96627	APEX SALES & REPAIR LLC		606001362.000	SEWER-EQUIPMENT REPAIR	MAPLE ST LIFT STATION	705.00		/ /	
*** GRAND TOTAL ***							112978.00			

Installed by the CITY OF CHARLESTOWN-2012

Fund Report

Selected Funds

From 07/01/2021 Thru 07/31/2021

Grouped By Bank

Ordered By Fund

FUND TITLE	BALANCE BEG OF YEAR	REVENUE YTD	DISBURSED YTD	BALANCE BEG OF MONTH	REVENUE MTD	DISBURSED MTD	CURRENT BALANCE
**Bank 5							
607 WASTEWATER BOND & INT	105500.22	177465.85	254638.75	3000.23	25327.09	0.00	28327.32
608 WASTEWATER DEBT SERVICE	262700.00	43800.00	0.00	262700.00	43800.00	0.00	306500.00
SubTotal Bank 5	368200.22	221265.85	254638.75	265700.23	69127.09	0.00	334827.32
**Bank 6							
606 WASTEWATER OPERATING	123310.40	685114.37	625718.83	241764.60	20786.00	79844.66	182705.94
SubTotal Bank 6	123310.40	685114.37	625718.83	241764.60	20786.00	79844.66	182705.94
*** GRAND TOTAL ***	491510.62	906380.22	880357.58	507464.83	89913.09	79844.66	517533.26

Installed by the CITY OF CHARLESTOWN-2012

Appropriation Report

Date: 07/12/2021 11:04:07 AM

Fund 606 Thru 608

APPRACACCOUNTS.FRX

Check Date From 07/01/2021 Thru 07/31/2021

Grouped By Fund, Department

Ordered By Appropriation

APPROP	TITLE	FORWARDED	CURRENT	TRANSFRD	ADDL/ADJ	ENCUM	EXP-MTD	EXP-YTD	LIQ NOT EXP FWD	UNENCUM BAL	UNEXPEND BAL	% LEFT
**Fund 606												
**Department 001												
606001111.000	SEWER- SALARIES/WAGES	0.00	203397.00	0.00	0.00	0.00	3044.21	93792.60	0.00	109604.40	109604.40	53.88%
606001112.000	SEWER - OVERTIME SALARY	0.00	10000.00	0.00	0.00	0.00	24.75	5949.08	0.00	4050.92	4050.92	40.50%
606001130.000	SEWER- EMPLOYEE BENEFITS	0.00	23901.00	0.00	0.00	0.00	351.96	11319.80	0.00	12581.20	12581.20	52.63%
606001131.000	SEWER- EMP. FICA AND	0.00	16325.00	0.00	0.00	0.00	226.78	7346.70	0.00	8978.30	8978.30	54.99%
606001210.000	SEWER - OFFICE SUPPLIES	0.00	4000.00	0.00	0.00	0.00	0.00	1987.04	0.00	2012.96	2012.96	50.32%
606001211.000	SEWER - LAB SUPPLIES	0.00	25000.00	0.00	0.00	0.00	339.46	24832.43	0.00	167.57	167.57	0.67%
606001212.000	SEWER - UNIFORMS	0.00	3000.00	0.00	0.00	0.00	88.31	476.51	0.00	2523.49	2523.49	84.11%
606001221.000	SEWER - VEHICLE FUEL	0.00	15000.00	0.00	0.00	0.00	365.43	2481.13	0.00	12518.87	12518.87	83.45%
606001230.000	SEWER - MATERIALS /SUPPLIES	0.00	1500.00	0.00	0.00	0.00	0.00	960.11	0.00	539.89	539.89	35.99%
606001312.000	SEWER CONST	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	***.***%
606001320.000	SEWER - VEHICLE MAINTENANCE	0.00	10000.00	0.00	0.00	0.00	141.34	1212.52	0.00	8787.48	8787.48	87.87%
606001323.000	SEWER - TRAINING/TRAVEL -	0.00	300.00	0.00	0.00	0.00	0.00	0.00	0.00	300.00	300.00	100.00%
606001340.000	SEWER - INSURANCE EXPENSE	0.00	66255.00	0.00	0.00	0.00	0.00	35225.46	0.00	31029.54	31029.54	46.83%
606001341.000	SEWER-WORK COMP	0.00	4869.00	0.00	0.00	0.00	0.00	0.00	0.00	4869.00	4869.00	100.00%
606001343.000	SEWER- PROP/CAS INSURANCE	0.00	14853.00	0.00	0.00	0.00	0.00	0.00	0.00	14853.00	14853.00	100.00%
606001351.000	SEWER - PURCHASED POWER	0.00	195000.00	0.00	0.00	0.00	1222.91	96626.64	0.00	98373.36	98373.36	50.44%
606001356.000	SEWER -TELEPHONE/ CELL	0.00	16800.00	0.00	0.00	0.00	0.00	4074.93	0.00	12725.07	12725.07	75.74%
606001360.000	SEWER - CONTRACTUAL	0.00	130000.00	0.00	0.00	0.00	1420.00	54988.18	0.00	75011.82	75011.82	57.70%
606001361.000	SEWER - DISCHARGE FEE IDEM	0.00	8500.00	0.00	0.00	0.00	0.00	7500.00	0.00	1000.00	1000.00	11.76%
606001362.000	SEWER-EQUIPMENT REPAIR	0.00	100000.00	0.00	0.00	0.00	0.00	23378.07	0.00	76621.93	76621.93	76.62%
606001363.000	SEWER - SLUDGE /SANI	0.00	8900.00	0.00	0.00	0.00	0.00	4184.05	0.00	4715.95	4715.95	52.98%
606001399.000	SEWER - LAB/SAFETY/OSHA	0.00	500.00	0.00	0.00	0.00	0.00	1316.98	0.00	-816.98	-816.98	***.***%
606001430.000	SEWER CAPITAL EXPENSES	0.00	100000.00	0.00	0.00	0.00	0.00	0.00	0.00	100000.00	100000.00	100.00%
606001440.000	SEWER - EQUIP PURCHASE/	0.00	50000.00	0.00	0.00	0.00	0.00	0.00	0.00	50000.00	50000.00	100.00%
606001441.000	SEWER - OFFICE EQUIPMENT	0.00	3000.00	0.00	0.00	0.00	0.00	0.00	0.00	3000.00	3000.00	100.00%
606001491.000	SEWER - INTEREST EXPENSE	0.00	1473.00	0.00	0.00	0.00	116.93	835.88	0.00	637.12	637.12	43.25%
606001492.000	SEWER LOANS PAYABLE	0.00	29801.00	0.00	0.00	0.00	2366.48	14064.58	0.00	15736.42	15736.42	52.80%
606001511.000	SEWER - AUDIT FEES	0.00	3500.00	0.00	0.00	0.00	0.00	0.00	0.00	3500.00	3500.00	100.00%
606001520.000	SEWER - BOND & INTEREST	0.00	304102.00	0.00	0.00	0.00	25327.09	177465.85	0.00	126636.15	126636.15	41.64%
606001521.000	SEWER - DEBT SER RES	0.00	0.00	0.00	0.00	0.00	43800.00	43800.00	0.00	-43800.00	-43800.00	***.***%
606001530.000	SEWER- TEMPORARY LOAN	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	***.***%
606001590.000	SEWER - MISC EXPENSE	0.00	50000.00	0.00	0.00	0.00	1009.01	11900.29	0.00	38099.71	38099.71	76.19%

Appropriation Report

APPROP	TITLE	FORWARDED	CURRENT	TRANSFRD	ADDL/ADJ	ENCUM	EXP-MTD	EXP-YTD	LIQ NOT EXP FWD	UNENCUM BAL	UNEXPEND BAL	% LEFT
SubTotal Department 001		0.00	1399976.00	0.00	0.00	0.00	79844.66	625718.83	0.00	774257.17	774257.17	55.30%
SubTotal Fund 606		0.00	1399976.00	0.00	0.00	0.00	79844.66	625718.83	0.00	774257.17	774257.17	55.30%
**Fund 607												
**Department 001												
607001381.000	SEWER BD & INT - BOND	0.00	0.00	0.00	0.00	0.00	0.00	205000.00	0.00	-205000.00	-205000.00	***.***%
607001382.000	SEWER BD & INT - BOND	0.00	0.00	0.00	0.00	0.00	0.00	49638.75	0.00	-49638.75	-49638.75	***.***%
607001383.000	SEWER BD & INT - PAYING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	***.***%
SubTotal Department 001		0.00	0.00	0.00	0.00	0.00	0.00	254638.75	0.00	-254638.75	-254638.75	***.***%
SubTotal Fund 607		0.00	0.00	0.00	0.00	0.00	0.00	254638.75	0.00	-254638.75	-254638.75	***.***%
**Fund 608												
**Department 001												
608001540.000	DEBT SER RES (SEWER) -	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	***.***%
608001590.000	DEBT SER RES (SEWER) - MISC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	***.***%
SubTotal Department 001		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	***.***%
SubTotal Fund 608		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	***.***%
*** GRAND TOTAL ***		0.00	1399976.00	0.00	0.00	0.00	79844.66	880357.58	0.00	519618.42	519618.42	37.11%

BEFORE THE CHARLESTOWN SANITARY SEWER BOARD

RESOLUTION NO. _____

RESOLUTION OF THE CHARLESTOWN SANITARY SEWER BOARD ESTABLISHING AN EXPENDITURE APPROVAL POLICY FOR THE OPERATOR OF THE WASTEWATER UTILITY OF THE CITY OF CHARLESTOWN, INDIANA

WHEREAS, the City of Charlestown, Indiana (the “City”), owns and operates a sanitary sewage utility works (the “Utility”) for purposes of collection and treatment of wastewater;

WHEREAS, the Charlestown Sanitary Sewer Board (the “Board”) has been created as a body corporate and politic, in and under the authority of IC 36-9-23, to supervise and control the Utility;

WHEREAS, the Utility is operated by an employee of the City who is a licensed operator (the “Operator”); and

WHEREAS, in an effort to provide efficiencies for operations, repairs, and maintenance of the Utility by the Operator, the Board seeks to establish a policy granting preliminary approval to the Operator of expenditures related to the Utility of up to \$5,000.00 per individual expenditure.

NOW, THEREFORE, BE IT RESOLVED BY THE CHARLESTOWN SANITARY SEWER BOARD, THAT:

1. The Board hereby adopts the policy of granting the Operator preliminary approval for expenditures of up to \$5,000.00 per individual expenditure.
2. The Operator shall submit such expenditures to the Board for ratification and approval consideration at the next subsequent meeting following the expenditure date.
3. The Operator and Board shall comply with any and all notice, advertising, or other requirements for such expenditures as provided in the Indiana Code.

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ADOPTED BY THE CHARLESTOWN SANITARY SEWER BOARD this ____ day
of _____, 2021.

Mayor Treva Hodges, Chairperson

ATTEST:

Ryan Hodskins, Secretary/Treasurer

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