

1. 9:00 A.M. Sanitary Sewer Board Agenda

Documents:

SANITARY SEWER BOARD - AGENDA 02.05.26.PDF
SANITARY BOARD MINUTES 01-15-26.PDF
CLAIMS 2-5-26.PDF
PR VOUCHER 2-5-26.PDF
REPORTS 2-5-26.PDF
AMENDMENT 2 ASSET MANAGEMENT - CITY OF CHARLESTOWN.
JTL.02.03.2026.PDF
SCHRIMP CONFLICT OF INTEREST STMT.PDF
CHARGE-OFFS 2-5-26.PDF



AGENDA
For the Regular Meeting of the
City of Charlestown

SANITARY SEWER BOARD

**Charlestown
Sanitary Sewer
Board Members:**

Mayor Treva
Hodges, President
by statute
(1/01/2024 -
12/31/2027)

**Common Council
Appointments:**
Nathan Grimes,
engineer
(1/01/2024 -
12/31/2027)

Michael Grayson
(1/01/2025 -
12/31/2027)

February 5, 2026, at 9:00 A.M.

City Hall

304 Main Cross Street, Charlestown, IN 47111

Livestream Link – www.facebook.com/charlestown.in

1. Opening
 - a. Call to Order
 - b. Pledge of Allegiance
 - c. Roll Call – Determination of a Quorum
 - d. Approval of Agenda
2. Standing Business
 - a. Approval of Prior Meeting Minutes from 01/15/2025
 - b. Current Claims
 - c. Payroll Allowance Docket from **01//11/2026 – 01/31/2026**
3. Public Comments
4. Old Business
5. New Business
 - a. Operators Report
 - b. CONTRACT AMENDMENT No. 2
 - c. Cleaning Service Invoice Summary
 - d. Conflict of Interest – Cliff Schrimp
 - e. Charge Off's
6. Adjournment

The above Agenda items may not be all inclusive of items to be discussed.
View meeting videos and minutes at <https://www.cityofcharlestown.com/AgendaCenter>

SANITARY BOARD
January 15, 2026
9:00 A.M.

**THE MEETING OF THE SANITARY BOARD FOR THE CITY OF CHARLESTOWN
WAS HELD ON THURSDAY, JANUARY 15, 2026, AT 9:00 A.M. AT CITY HALL
WITH MAYOR TREVA HODGES PRESIDING.**

Board members were Nathan Grimes and Michael Grayson. Also present were Deputy Clerk Treasurer Heather Schrimp and Attorney Matt Duncan. The meeting was livestreamed by Underproductions Multimedia.

Pledge of Allegiance

Agenda

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

Standing Business

Mayor Treva Hodges entertained a motion to approve the minutes from January 8, the payroll allowance docket from January 4 to January 10 and the claims. Motion made by Nathan Grimes, second by Michael Grayson. Passed 3-0.

Public Comment-None

Old Business

New Business

Operator Update

Tim Crawford presented the operator's report for December. There were no excursions in December and only 1 excursion in 2025 during a period of high flow.

Cleaning Quotes Summary

There were 13 quotes submitted. Mr. Crawford recommended Breath Easy due to the fact they are licensed and a community business. The quote is \$1,350.00 per month for twice weekly cleaning. They are the lowest of the licensed businesses.

Mayor Treva Hodges entertained a motion to accept the quote from Breath Easy for \$1,350.00 per month. Motion made by Michael Grayson, second by Nathan Grimes. Passed 3-0.

GM Development Invoice

Mr. Crawford presented a pay request for GM Development for the Highway 62 lift station in the amount of \$815,725.23. It will be divided \$652,203.76 from the operating fund and \$163,521.47 from capacity fees.

Mayor Treva Hodges entertained a motion to approve the GM Development invoice. Motion made by Michael Grayson, second by Nathan Grimes. Passed 3-0.

SRF Disbursement Requests 26L & 27L

Mayor Treva Hodges entertained a motion to approve SRF Request 26L for Pace Contracting in the amount of \$548,618.00 and 27L for Jacobi, Toombs and Lanz in the amount \$43,400.00. Motion made by Nathan Grimes, second by Michael Grayson. Passed 3-0.

Charge Offs

Mayor Treva Hodges entertained a motion to approve the Charge Offs in the amount of \$173.20. Motion made by Michael Grayson, second by Nathan Grimes. Passed 3-0.

Adjournment

Mayor Treva Hodges entertained a motion to adjourn. Motion made by Michael Grayson, second by Nathan Grimes. Passed 3-0.

TREVA HODGES, MAYOR

DATE

ATTEST:

DONNA COOMER, CLERK TREASURER

DATE

Accounts Payable Register

Date: 02/02/2026 08:28:29 AM

APV Register Batch - SANITARY SEWER MEETING 02/05/2026

APVREGISTER.FRX

All History

Ordered By APV Number

DATE FILED	APV #	NAME OF PAYEE	PO #	APPROP #	APPROPRIATION	DESCRIPTION	AMOUNT	CHECK		MEMORANDUM
								CHECK #	DATE	
01/13/2026	114525	A.E. BOYCE CO INC		6201001441.000	SEWER - OFFICE EQUIPMENT	SOFTWARE ANNUAL MAINTENANCE FEE	7198.00	20404	01/13/2026	
01/13/2026	114526	DUKE ENERGY		6201001351.000	SEWER - PURCHASED POWER	344 CLARK RD	106.62	20405	01/13/2026	
01/13/2026	114526	DUKE ENERGY		6201001351.000	SEWER - PURCHASED POWER	1541 MAIN ST APT RE	41.80	20405	01/13/2026	
01/13/2026	114526	DUKE ENERGY		6201001351.000	SEWER - PURCHASED POWER	105 1/2 BATES DR	202.12	20405	01/13/2026	
01/13/2026	114526	DUKE ENERGY		6201001351.000	SEWER - PURCHASED POWER	401 1/2 VALLEY DR	112.44	20405	01/13/2026	
01/13/2026	114526	DUKE ENERGY		6201001351.000	SEWER - PURCHASED POWER	201 HIGHLAND DR	3439.80	20405	01/13/2026	
01/14/2026	114537	PAYROLL-CHARLESTOWN CITY		6201001111.000	SEWER- SALARIES/WAGES EMPLOYE	SEWER SALARY	8023.86	20406	01/14/2026	
01/14/2026	114537	PAYROLL-CHARLESTOWN CITY		6201001112.000	SEWER - OVERTIME SALARY	SEWER OT SALARY	378.72	20406	01/14/2026	
01/14/2026	114538	PAYROLL-CHARLESTOWN CITY		6201001131.000	SEWER- EMP. FICA AND MEDICARE	SEWER FICA/MEDI	627.55	20407	01/14/2026	
01/14/2026	114539	PAYROLL-CHARLESTOWN CITY		6201001130.000	SEWER- EMPLOYEE BENEFITS	SEWER PERF	941.10	20408	01/14/2026	
01/16/2026	114554	A T & T UVERSE		6201001351.000	SEWER - PURCHASED POWER	MONTHLY SERVICE	125.84	114554	01/16/2026	
01/16/2026	114567	ANTHEM INSURANCE COMPANIES INC		6201001340.000	SEWER - INSURANCE EXPENSE	FEB 2026 PREMIUMS	6873.24	20414	01/16/2026	
01/16/2026	114568	BENEFIT MARKETING SOLUTIONS		6201001340.000	SEWER - INSURANCE EXPENSE	HRA FEE	18.00	20415	01/16/2026	
01/16/2026	114569	CASH		6201001590.000	SEWER - MISC EXPENSE	CASH DRAWER INCREASE	100.00	20416	01/16/2026	
01/16/2026	114570	VERIZON WIRELESS		6201001340.000	SEWER - INSURANCE EXPENSE	MONTHLY SERVICE	77.51	20417	01/16/2026	
01/16/2026	114571	STANDARD INSURANCE COMPANY		6201001340.000	SEWER - INSURANCE EXPENSE	FEB 2026 PREMIUMS	34.50	20418	01/16/2026	
01/16/2026	114572	GM DEVELOPMENT COMPANIES LLC		6201001430.000	SEWER CAPITAL EXPENSES	SANITARY SEWER HWY 62LS	652203.76	20419	01/16/2026	
01/16/2026	114572	GM DEVELOPMENT COMPANIES LLC		6206001490.000	SW CAP FEES CAPITAL EXPENSES	SANITARY SEWER HWY 62LS	163521.47	20419	01/16/2026	

Accounts Payable Register

Date: 02/02/2026 08:28:29 AM

APVREGISTER.FRX

DATE FILED	APV #	NAME OF PAYEE	PO #	APPROP #	APPROPRIATION	DESCRIPTION	AMOUNT	CHECK #	CHECK DATE	MEMORANDUM
01/21/2026	114584	PAYROLL-CHARLESTOWN CITY		6201001111.000	SEWER- SALARIES/WAGES EMPLOYE	SEWER SALARY	8023.86	20420	01/21/2026	
01/21/2026	114584	PAYROLL-CHARLESTOWN CITY		6201001112.000	SEWER - OVERTIME SALARY	SEWER OT SALARY	252.45	20420	01/21/2026	
01/21/2026	114585	PAYROLL-CHARLESTOWN CITY		6201001131.000	SEWER- EMP. FICA AND MEDICARE	SEWER FICA/MEDI	617.91	20421	01/21/2026	
01/21/2026	114586	PAYROLL-CHARLESTOWN CITY		6201001130.000	SEWER- EMPLOYEE BENEFITS	SEWER PERF	926.95	20422	01/21/2026	
01/27/2026	114610	AMAZON CAPITAL SERVICES		6201001210.000	SEWER - OFFICE SUPPLIES	2026 WALL CALENDAR	23.17	114610	01/27/2026	
01/27/2026	114615	CRYSTAL SPRINGS		6201001211.000	SEWER - LAB SUPPLIES	LAB SUPPLIES	35.35	20423	01/27/2026	
01/27/2026	114616	TELEMESSAGING INC		6201001356.000	SEWER -TELEPHONE/CELL PHONE/INTERNET	ANSWERING SERVICE	132.00	20424	01/27/2026	
01/27/2026	114617	BOMGAARS SUPPLY INC		6201001210.000	SEWER - OFFICE SUPPLIES	OFFICE SUPPLIES	2.99	20425	01/27/2026	
01/27/2026	114618	BUMPER TO BUMPER		6201001320.000	SEWER - VEHICLE MAINTENANCE	PROFILE BEAM BLADE	22.98	20426	01/27/2026	
01/27/2026	114618	BUMPER TO BUMPER		6201001320.000	SEWER - VEHICLE MAINTENANCE	ANTIFREEZE / OIL	80.94	20426	01/27/2026	
01/27/2026	114619	DUKE ENERGY		6201001351.000	SEWER - PURCHASED POWER	1121 1/2 HWY 62	932.45	20427	01/27/2026	
01/27/2026	114619	DUKE ENERGY		6201001351.000	SEWER - PURCHASED POWER	228 MAPLE DR	41.95	20427	01/27/2026	
01/27/2026	114619	DUKE ENERGY		6201001351.000	SEWER - PURCHASED POWER	6200 HWY 62 E	143.48	20427	01/27/2026	
01/27/2026	114619	DUKE ENERGY		6201001351.000	SEWER - PURCHASED POWER	DIR CTOWN LANDING RD	14820.40	20427	01/27/2026	
01/27/2026	114619	DUKE ENERGY		6201001351.000	SEWER - PURCHASED POWER	DIR BROADMOOR AVE	58.85	20427	01/27/2026	
01/27/2026	114619	DUKE ENERGY		6201001351.000	SEWER - PURCHASED POWER	2011 F AVE	166.61	20427	01/27/2026	
01/27/2026	114619	DUKE ENERGY		6201001351.000	SEWER - PURCHASED POWER	301 LENTZ AVE	54.21	20427	01/27/2026	
01/28/2026	114630	PAYROLL-CHARLESTOWN CITY		6201001111.000	SEWER- SALARIES/WAGES EMPLOYE	SEWER SALARY	8523.87	20428	01/28/2026	
01/28/2026	114630	PAYROLL-CHARLESTOWN CITY		6201001112.000	SEWER - OVERTIME SALARY	SEWER OT SALARY	449.73	20428	01/28/2026	
01/28/2026	114631	PAYROLL-CHARLESTOWN CITY		6201001131.000	SEWER- EMP. FICA AND MEDICARE	SEWER FICA/MEDI	674.91	20429	01/28/2026	
01/28/2026	114632	PAYROLL-CHARLESTOWN CITY		6201001130.000	SEWER- EMPLOYEE	SEWER PERF	954.63	20430	01/28/2026	

Accounts Payable Register

DATE FILED	APV #	NAME OF PAYEE	PO #	APPROP #	APPROPRIATION	DESCRIPTION	AMOUNT	CHECK #	CHECK DATE	MEMORANDUM
						BENEFITS				
01/29/2026	114660	SIMPLIFILE		6201001590.000	SEWER - MISC EXPENSE	JANUARY 2026 LIENS	0.75	114660	01/29/2026	
01/29/2026	114660	SIMPLIFILE		6201001590.000	SEWER - MISC EXPENSE	JANUARY 2026 LIENS	75.00	114660	01/29/2026	
01/29/2026	114685	CLARK COUNTY REMC		6201001351.000	SEWER - PURCHASED POWER	LIFT STATION DANBURY OAKS	266.77	114685	01/29/2026	
01/29/2026	114686	CLARK COUNTY REMC		6201001351.000	SEWER - PURCHASED POWER	LIFT STATIONS ELECTRIC	926.16	114686	01/29/2026	
02/05/2026	114687	BIG G SUPPLY		6201001230.000	SEWER - MATERIALS /SUPPLIES	SUPPLIES	29.50		//	
02/05/2026	114688	A.E. BOYCE CO INC		6201001590.000	SEWER - MISC EXPENSE	POSTAGE/ BILLING DECEMBER 2025	1519.51		//	
02/05/2026	114689	BEST EQUIPMENT CO INC.		6201001362.000	SEWER-EQUIPMENT REPAIR	VEHICLE MAINTENANCE	605.23		//	
02/05/2026	114690	M&M OFFICE PRODUCTS INC		6201001210.000	SEWER - OFFICE SUPPLIES	COPIER MAINTENANCE AGREEMENT	450.00		//	
02/05/2026	114691	IUPPS		6201001360.000	SEWER - CONTRACTUAL EXPENSE	OCTOBER 2025 TICKET FEES	398.05		//	
02/05/2026	114692	HD SUPPLY INC		6201001211.000	SEWER - LAB SUPPLIES	LAB SUPPLIES	473.13		//	
02/05/2026	114693	WATER SOLUTIONS UNLIMITED INC		6201001363.000	SEWER - SLUDGE /SANI	MATERIALS	1169.00		//	
02/05/2026	114694	CLIFF SCHRIMP		6201001399.000	SEWER - LAB/SAFETY/OSHA	RAINCOAT PURCHASE	128.39		//	
02/05/2026	114695	PRIME AE GROUP INC		6201001360.000	SEWER - CONTRACTUAL EXPENSE	ON CALL SERVICES	632.50		//	
02/05/2026	114696	IDEM		6201001361.000	SEWER - DISCHARGE FEE	BASE FEE/ FLOW FEE	11030.00		//	
02/05/2026	114697	UNDERPRODUCTION MULTI-MEDIA LLC		6201001360.000	SEWER - CONTRACTUAL EXPENSE	SEWER MTGS LIVESTREAM	175.00		//	
02/05/2026	114697	UNDERPRODUCTION MULTI-MEDIA LLC		6201001360.000	SEWER - CONTRACTUAL EXPENSE	SEWER MTGS LIVESTREAM	175.00		//	
02/05/2026	114698	FROST BROWN TODD LLC		6201001360.000	SEWER - CONTRACTUAL EXPENSE	LEGAL FEES GENERAL WWTP	3283.00		//	
02/05/2026	114698	FROST BROWN TODD LLC		6201001311.000	SEWER ATTORNEY FEES	LEGAL FEES REGIONAL LIFT STATION RIVER RIDGE	216.00		//	
02/05/2026	114699	UNIFIRST CORPORATION		6201001399.000	SEWER - LAB/SAFETY/OSHA	GENERAL OPERATING SUPPLIES	649.39		//	
02/05/2026	114699	UNIFIRST CORPORATION		6201001399.000	SEWER - LAB/SAFETY/OSHA	GENERAL OPERATING SUPPLIES	58.30		//	

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DATE FILED	APV #	NAME OF PAYEE	PO #	APPROP #	APPROPRIATION	DESCRIPTION	AMOUNT	CHECK		MEMORANDUM
								CHECK #	DATE	
02/05/2026	114699	UNIFIRST CORPORATION		6201001210.000	SEWER - OFFICE SUPPLIES	GENERAL OPERATING SUPPLIES	12.34	//		
02/05/2026	114699	UNIFIRST CORPORATION		6201001210.000	SEWER - OFFICE SUPPLIES	GENERAL OPERATING SUPPLIES	25.86	//		
02/05/2026	114702	SIR LLC		6201001441.000	SEWER - OFFICE EQUIPMENT	2 DISPLAY MONITORS	450.00	//		
*** GRAND TOTAL ***							903714.90			

Allowance Docket
For check dates 01/11/2026 - 01/31/2026
Selected Departments - Sewer
Ordered by Employee Name

Pay Period	Employee Number	Employee Name	Distribution Name	All Paytypes Except Overtime	Overtime Only
01/11/2026	898	Crawford, Timothy L.	Sewer Sal	\$2119.49	\$0.00
01/18/2026	898	Crawford, Timothy L.	Sewer Sal	\$2119.49	\$0.00
01/25/2026	898	Crawford, Timothy L.	Sewer Sal	\$2119.49	\$0.00
01/11/2026	897	Eurton, Seth M.	Sewer Sal	\$1414.11	\$0.00
01/18/2026	897	Eurton, Seth M.	Sewer Sal	\$1414.11	\$0.00
01/25/2026	897	Eurton, Seth M.	Sewer Sal	\$1414.11	\$0.00
01/11/2026	328	Gomez, Dorothea	Sanit Salaries	\$514.40	\$0.00
01/11/2026	328	Gomez, Dorothea	Sewer Sal	\$514.40	\$0.00
01/18/2026	328	Gomez, Dorothea	Sanit Salaries	\$514.40	\$0.00
01/18/2026	328	Gomez, Dorothea	Sewer Sal	\$514.40	\$0.00
01/25/2026	328	Gomez, Dorothea	Sanit Salaries	\$514.40	\$0.00
01/25/2026	328	Gomez, Dorothea	Sewer Sal	\$514.40	\$0.00
01/31/2026	987	Grayson, Michael L.	Sewer Sal	\$150.00	\$0.00
01/31/2026	886	Grimes, Nathan R.	Sewer Sal	\$300.00	\$0.00
01/11/2026	930	Kruer, Michael A.	Sewer Sal	\$1136.80	\$0.00
01/18/2026	930	Kruer, Michael A.	Sewer Sal	\$1136.80	\$0.00
01/18/2026	930	Kruer, Michael A.	Sewer Sal OT	\$50.00	\$202.45
01/25/2026	930	Kruer, Michael A.	City Maint OT	\$0.00	\$681.92
01/25/2026	930	Kruer, Michael A.	Sewer Sal	\$1136.80	\$0.00
01/11/2026	249	Miles, Deborah E	Deputy Clerk-treas	\$1096.70	\$0.00
01/11/2026	249	Miles, Deborah E	Sewer Sal	\$45.70	\$0.00
01/18/2026	249	Miles, Deborah E	Deputy Clerk-treas	\$1096.70	\$85.68
01/18/2026	249	Miles, Deborah E	Sewer Sal	\$45.70	\$0.00
01/25/2026	249	Miles, Deborah E	Deputy Clerk-treas	\$1096.70	\$0.00
01/25/2026	249	Miles, Deborah E	Sewer Sal	\$45.70	\$0.00
01/11/2026	929	Murphy, Bobbi-Rei F.	Sanit Salaries	\$421.80	\$0.00
01/11/2026	929	Murphy, Bobbi-Rei F.	Sewer Sal	\$421.80	\$0.00
01/18/2026	929	Murphy, Bobbi-Rei F.	Sanit Salaries	\$421.80	\$0.00
01/18/2026	929	Murphy, Bobbi-Rei F.	Sewer Sal	\$421.80	\$0.00
01/25/2026	929	Murphy, Bobbi-Rei F.	Sanit Salaries	\$421.80	\$0.00
01/25/2026	929	Murphy, Bobbi-Rei F.	Sewer Sal	\$421.81	\$0.00
01/11/2026	960	Schrimp, Clifford E.	Planning & Zoning Revenue	\$57.69	\$0.00
01/11/2026	960	Schrimp, Clifford E.	Sewer Sal	\$1049.60	\$0.00
01/18/2026	960	Schrimp, Clifford E.	Planning & Zoning Revenue	\$57.69	\$0.00
01/18/2026	960	Schrimp, Clifford E.	Sewer Sal	\$1049.60	\$0.00
01/25/2026	960	Schrimp, Clifford E.	City Maint OT	\$0.00	\$816.72
01/25/2026	960	Schrimp, Clifford E.	Planning & Zoning Revenue	\$57.69	\$0.00
01/25/2026	960	Schrimp, Clifford E.	Sewer Sal	\$1049.60	\$0.00
01/11/2026	258	Schrimp, Heather N	Deputy Clerk-treas	\$1124.04	\$0.00
01/11/2026	258	Schrimp, Heather N	Sewer Sal	\$59.16	\$0.00
01/18/2026	258	Schrimp, Heather N	Deputy Clerk-treas	\$1124.04	\$0.00

Installed by the CITY OF CHARLESTOWN-2012

Fund Report

Selected Funds

From 01/01/2026 Thru 01/31/2026

Grouped By Bank Number

Ordered By Fund Number

FUND TITLE	BALANCE BEG OF YEAR	REVENUE YTD	DISBURSED YTD	BALANCE BEG OF MONTH	REVENUE MTD	DISBURSED MTD	CURRENT BALANCE
**Bank Number 6							
6201 WASTEWATER OPERATING	1007589.32	205334.44	853263.60	1007589.32	205334.44	853263.60	359660.16
6206 SEWER CAPACITY FEES FUND	327024.94	123500.00	163521.47	327024.94	123500.00	163521.47	287003.47
SubTotal Bank Number 6	1334614.26	328834.44	1016785.07	1334614.26	328834.44	1016785.07	646663.63
**Bank Number 12							
4414 SEWER BOND (Proceeds)	1382501.16	0.00	0.00	1382501.16	0.00	0.00	1382501.16
SubTotal Bank Number 12	1382501.16	0.00	0.00	1382501.16	0.00	0.00	1382501.16
**Bank Number 13							
6204 SEWAGE RRDA CONSTRUCTION (in progress)	306368.19	0.00	0.00	306368.19	0.00	0.00	306368.19
SubTotal Bank Number 13	306368.19	0.00	0.00	306368.19	0.00	0.00	306368.19
**Bank Number 14							
6207 SEWER CONST READI	7443807.56	0.00	0.00	7443807.56	0.00	0.00	7443807.56
SubTotal Bank Number 14	7443807.56	0.00	0.00	7443807.56	0.00	0.00	7443807.56
**Bank Number 15							
6208 SEWER CITY EQUITY CONSTRUCTION	3315728.31	0.00	0.00	3315728.31	0.00	0.00	3315728.31
SubTotal Bank Number 15	3315728.31	0.00	0.00	3315728.31	0.00	0.00	3315728.31
**Bank Number 16							
6209 SEWER WWTP B&I 2023	344179.33	82200.00	243965.15	344179.33	82200.00	243965.15	182414.18
SubTotal Bank Number 16	344179.33	82200.00	243965.15	344179.33	82200.00	243965.15	182414.18
**Bank Number 17							
3322 SEWER WWTP DEBT SERVICE	483052.59	16445.00	0.00	483052.59	16445.00	0.00	499497.59
SubTotal Bank Number 17	483052.59	16445.00	0.00	483052.59	16445.00	0.00	499497.59
*** GRAND TOTAL ***	14610251.40	427479.44	1260750.22	14610251.40	427479.44	1260750.22	13776980.62

Installed by the CITY OF CHARLESTOWN-2012

Appropriation Report

Bank 6

Check Date From 01/01/2026 Thru 01/31/2026

Grouped By Fund Number

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 Number 6201												
6201001111.000	SEWER- SALARIES/WAGES	0.00	0.00	0.00	0.00	0.00	34492.31	34492.31	0.00	-34492.31	-34492.31	0.00%
6201001112.000	SEWER - OVERTIME SALARY	0.00	0.00	0.00	0.00	0.00	1523.92	1523.92	0.00	-1523.92	-1523.92	0.00%
6201001130.000	SEWER- EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00	3653.41	3653.41	0.00	-3653.41	-3653.41	0.00%
6201001131.000	SEWER- EMP. FICA AND	0.00	0.00	0.00	0.00	0.00	2695.60	2695.60	0.00	-2695.60	-2695.60	0.00%
6201001210.000	SEWER - OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00	93.55	93.55	0.00	-93.55	-93.55	0.00%
6201001211.000	SEWER - LAB SUPPLIES	0.00	0.00	0.00	0.00	0.00	869.15	869.15	0.00	-869.15	-869.15	0.00%
6201001212.000	SEWER - UNIFORMS	0.00	0.00	0.00	0.00	0.00	782.56	782.56	0.00	-782.56	-782.56	0.00%
6201001221.000	SEWER - VEHICLE FUEL	0.00	0.00	0.00	0.00	0.00	1440.56	1440.56	0.00	-1440.56	-1440.56	0.00%
6201001230.000	SEWER - MATERIALS /SUPPLIES	0.00	0.00	0.00	0.00	0.00	150.67	150.67	0.00	-150.67	-150.67	0.00%
6201001311.000	SEWER ATTORNEY FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
6201001312.000	SEWER CONST	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
6201001320.000	SEWER - VEHICLE MAINTENANCE	0.00	0.00	0.00	0.00	0.00	103.92	103.92	0.00	-103.92	-103.92	0.00%
6201001323.000	SEWER - TRAINING/TRAVEL -	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
6201001340.000	SEWER - INSURANCE EXPENSE	0.00	0.00	0.00	0.00	0.00	7003.25	7003.25	0.00	-7003.25	-7003.25	0.00%
6201001341.000	SEWER-WORK COMP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
6201001343.000	SEWER- PROP/CAS INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
6201001351.000	SEWER - PURCHASED POWER	0.00	0.00	0.00	0.00	0.00	22188.02	22188.02	0.00	-22188.02	-22188.02	0.00%
6201001356.000	SEWER -TELEPHONE/CELL	0.00	0.00	0.00	0.00	0.00	429.15	429.15	0.00	-429.15	-429.15	0.00%
6201001360.000	SEWER - CONTRACTUAL	0.00	0.00	0.00	0.00	0.00	7787.15	7787.15	0.00	-7787.15	-7787.15	0.00%
6201001361.000	SEWER - DISCHARGE FEE IDEM	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
6201001362.000	SEWER-EQUIPMENT REPAIR	0.00	0.00	0.00	0.00	0.00	500.40	500.40	0.00	-500.40	-500.40	0.00%
6201001363.000	SEWER - SLUDGE /SANI	0.00	0.00	0.00	0.00	0.00	7368.74	7368.74	0.00	-7368.74	-7368.74	0.00%
6201001399.000	SEWER - LAB/SAFETY/OSHA	0.00	0.00	0.00	0.00	0.00	53.73	53.73	0.00	-53.73	-53.73	0.00%
6201001430.000	SEWER CAPITAL EXPENSES	0.00	0.00	0.00	0.00	0.00	652203.76	652203.76	0.00	-652203.76	-652203.76	0.00%
6201001440.000	SEWER - EQUIP PURCHASE/	0.00	0.00	0.00	0.00	0.00	3905.00	3905.00	0.00	-3905.00	-3905.00	0.00%
6201001441.000	SEWER - OFFICE EQUIPMENT	0.00	0.00	0.00	0.00	0.00	7198.00	7198.00	0.00	-7198.00	-7198.00	0.00%
6201001491.000	SEWER - INTEREST EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
6201001492.000	SEWER LOANS PAYABLE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
6201001511.000	SEWER - AUDIT FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
6201001520.000	SEWER - BOND & INTEREST	0.00	0.00	0.00	0.00	0.00	82200.00	82200.00	0.00	-82200.00	-82200.00	0.00%
6201001521.000	SEWER - DEBT SER RES	0.00	0.00	0.00	0.00	0.00	16445.00	16445.00	0.00	-16445.00	-16445.00	0.00%
6201001530.000	SEWER- TEMPORARY LOAN	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
6201001590.000	SEWER - MISC EXPENSE	0.00	0.00	0.00	0.00	0.00	175.75	175.75	0.00	-175.75	-175.75	0.00%

Appropriation Report

APPROP	TITLE	FORWARDED	CURRENT	TRANSFRD	ADDL/ADJ	ENCUM	EXP-MTD	EXP-YTD	LIQ NOT EXP FWD	UNENCUM BAL	UNEXPEND BAL	% LEFT
SubTotal Fund Number 6201		0.00	0.00	0.00	0.00	0.00	853263.60	853263.60	0.00	-853263.60	-853263.60	n/a
**Fund Number 6206												
6206001490.000	SW CAP FEES CAPITAL	0.00	0.00	0.00	0.00	0.00	163521.47	163521.47	0.00	-163521.47	-163521.47	0.00%
6206001590.000	SW CAP FEES REPAIRS &	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
SubTotal Fund Number 6206		0.00	0.00	0.00	0.00	0.00	163521.47	163521.47	0.00	-163521.47	-163521.47	n/a
*** GRAND TOTAL ***		0.00	0.00	0.00	0.00	0.00	1016785.07	1016785.07	0.00	-1016785.07	-1016785.07	n/a

Installed by the CITY OF CHARLESTOWN-2012

Appropriation Report

Bank 12 Thru 17

Check Date From 01/01/2026 Thru 01/31/2026

Grouped By Fund Number

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 Number 3322												
3322900438.000	SEWER DEBT SERVICE 2023	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
SubTotal Fund Number 3322		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	n/a
**Fund Number 4414												
4414900315.000	SEWER BOND ISSUANCE COST	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
4414900440.000	SEWER BOND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
SubTotal Fund Number 4414		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	n/a
**Fund Number 6204												
6204900440.000	SEWER RRDA CONSTRUCTION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
SubTotal Fund Number 6204		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	n/a
**Fund Number 6207												
6207900440.000	SEWER READI CONSTRUCTION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
SubTotal Fund Number 6207		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	n/a
**Fund Number 6208												
6208900440.000	SEWER CITY EQUITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
SubTotal Fund Number 6208		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	n/a
**Fund Number 6209												
6209900381.000	SEWER WWTP BOND 2023	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
6209900382.000	SEWER WWTP BOND 2023	0.00	0.00	0.00	0.00	0.00	243965.15	243965.15	0.00	-243965.15	-243965.15	0.00%
SubTotal Fund Number 6209		0.00	0.00	0.00	0.00	0.00	243965.15	243965.15	0.00	-243965.15	-243965.15	n/a
*** GRAND TOTAL ***		0.00	0.00	0.00	0.00	0.00	243965.15	243965.15	0.00	-243965.15	-243965.15	n/a

CONTRACT AMENDMENT No. 2
Jacobi Toombs and Lanz, Inc.
City of Charlestown WRF Expansion

This Contract Amendment No. is made and entered into this ____ day of February 2026 to the contract by and between City of Charlestown (“CITY”) and Jacobi Toombs and Lanz, Inc. (“JTL”) dated January 28, 2022, ("the Agreement") for Project No. 20081, City of Charlestown WRF Expansion and CITY hereinafter may be referred to collectively as “Parties” or individually as a “Party”.

WHEREAS, the Parties entered into the Agreement for JTL to render certain technical or professional services (“Services”) in conjunction with undertakings of CITY which relate to the project titled “Charlestown WRF Improvements for the project owner, City of Charlestown;

WHEREAS, the Parties desire to amend the Agreement to modify JTL scope of services under Task 9.3 State Revolving Fund (SRF) Compliance to add the additional services listed below and modify the lump sum compensation and specified in section 2 COMPENSATION.

WHEREAS, the Parties hereby agree to amend the Agreement in accordance with the terms and conditions contained herein.

NOW THEREFORE, in consideration of the mutual understandings and Agreements contained herein, the parties agree to amend the Agreement as follows:

TASK 9.3 ASSET MANAGEMENT PLAN

1. JTL will create an Asset Management Program for the City of Charlestown WRF and modify the City GIS system to include the plant assets in the database, while following SRF’s guidance. Additional tasks added to the scope of services include:
 - Creating a digital SharePoint repository for the WRF Expansion assets to serve as the centralized location for AMP documentation and related materials, allowing easy access and updates.
 - Organizing the AMP documentation into the required Technical subcategory, consistent with SRF requirements.
 - Developing a comprehensive GIS map of the WRF Expansion to document the new infrastructure and equipment.
 - Compiling a full inventory of the WRF Expansion system assets, to support lifecycle planning and prioritization of capital needs.
 - Preparing an infrastructure inspection, repair, and maintenance plan to support the WRF Expansion system reliability and resiliency.
-

- Evaluating water and energy conservation efforts and incorporating measures relevant to the WRF Expansion project.
- Demonstrating the managerial, legal, and financial capability to operate and maintain the WRF Expansion, per the guidelines established by the SRF guidance.

Tasks not included in this Work Order are as follows:

- Organizing the AMP documentation into the required Managerial and Financial subcategories, consistent with SRF requirements.
- Developing the asset management plan for the City’s collection, pump stations and forcemain systems.
- Developing a plan for funding infrastructure inspection, repair, and maintenance activities.
- Analyzing customer rates necessary to support the AMP.

2. COMPENSATION

Based on our revised scope discussed above, the total compensation shall increase in the amount of Twenty-Five Thousand Dollars (\$25,000), for a revised cost of Four Million, Four Hundred Thousand Dollars.

Original Contract	\$2,300,000
Amendment No. 1	\$2,075,000
Amendment No. 2	<u>\$ 25,000</u>
New Contract Amount	\$4,400,000

All other terms and conditions of the Agreement that were not otherwise modified herein shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this amendment on the date indicated above for the purpose herein expressed.

CITY

By: _____

Name: _____

Title: _____

Date: _____

JTL

By: _____

Name: _____

Title: _____

Date: _____



UNIFORM CONFLICT OF INTEREST DISCLOSURE STATEMENT

State Form 54266 (R2 / 6-15) / Form 236
STATE BOARD OF ACCOUNTS

Indiana Code 35-44.1-1-4

A public servant who knowingly or intentionally has a pecuniary interest in or derives a profit from a contract or purchase connected with an action by the governmental entity served by the public servant commits conflict of interest, a Class D Felony. A public servant has a pecuniary interest in a contract or purchase if the contract or purchase will result or is intended to result in an ascertainable increase in the income or net worth of the public servant or a dependent of the public servant. "Dependent" means any of the following: the spouse of a public servant; a child, stepchild, or adoptee (as defined in IC 31-9-2-2) of a public servant who is unemancipated and less than eighteen (18) years of age; and any individual more than one-half (1/2) of whose support is provided during a year by the public servant.

The foregoing consists only of excerpts from IC 35-44.1-1-4. Care should be taken to review IC 35-44.1-1-4 in its entirety.

1. **Name and Address of Public Servant Submitting Statement:** Clifford Schrimp

2. **Title or Position With Governmental Entity:** Laborer

3. a. **Governmental Entity:** City of Charlestown

b. **County:** Clark

4. **This statement is submitted (check one):**

a. as a "single transaction" disclosure statement, as to my financial interest in a specific contract or purchase connected with the governmental entity which I serve, proposed to be made by the governmental entity with or from a particular contractor or vendor; or

b. as an "annual" disclosure statement, as to my financial interest connected with any contracts or purchases of the governmental entity which I serve, which are made on an ongoing basis with or from particular contractors or vendors.

5. **Name(s) of Contractor(s) or Vendor(s):** Clifford Schrimp (mowing)

6. **Description(s) of Contract(s) or Purchase(s)** *(Describe the kind of contract involved, and the effective date and term of the contract or purchase if reasonably determinable. Dates required if 4(a) is selected above. If "dependent" is involved, provide dependent's name and relationship.):*

Prior to becoming a city employee, I performed mowing services not performed by city employees. This mainly includes the sewer plant and lift stations.

This work is performed with my own equipment and outside business hours. It is performed on an as-needed basis.

7. **Description of My Financial Interest** *(Describe in what manner the public servant or "dependent" expects to derive a profit or financial benefit from, or otherwise has a pecuniary interest in, the above contract(s) or purchase(s); if reasonably determinable, state the approximate dollar value of such profit or benefit.):*

As the owner of the business, I am the one that receives the profit and incurs the expenses. A dollar value is not known since the work is performed on an as-needed basis and can vary based on weather conditions.

(Attach extra pages if additional space is needed.)

8. **Approval of Appointing Officer or Body** *(To be completed if the public servant was appointed by an elected public servant or the board of trustees of a state-supported college or university.):*

I (We) being the _____ of
(Title of Officer or Name of Governing Body)

_____ and having the power to appoint
(Name of Governmental Entity)

the above named public servant to the public position to which he or she holds, hereby approve the participation to the appointed disclosing public servant in the above described contract(s) or purchase(s) in which said public servant has a conflict of interest as defined in Indiana Code 35-44.1-1-4; however, this approval does not waive any objection to any conflict prohibited by statute, rule, or regulation and is not to be construed as a consent to any illegal act.

_____	_____
_____	_____
_____	_____
Elected Official	Office

9. **Effective Dates** *(Conflict of interest statements must be submitted to the governmental entity prior to final action on the contract or purchase.):*

_____	_____
Date Submitted <i>(month, day, year)</i>	Date of Action on Contract or Purchase <i>(month, day, year)</i>

10. **Affirmation of Public Servant:** This disclosure was submitted to the governmental entity and accepted by the governmental entity in a public meeting of the governmental entity prior to final action on the contract or purchase. I affirm, under penalty of perjury, the truth and completeness of the statements made above, and that I am the above named public servant.

Signed: _____
(Signature of Public Servant)

Date: _____
(month, day, year)

Printed Name: _____
(Please print legibly.)

Email Address: _____

Within fifteen (15) days after final action on the contract or purchase, copies of this statement must be filed with the State Board of Accounts by uploading it here https://gateway.ifionline.org/sboa_coi/ which is the preferred method of filing, or by mailing it to the State Board of Accounts, Indiana Government Center South, 302 West Washington Street, Room E418, Indianapolis, Indiana, 46204-2765 and the Clerk of the Circuit Court of the county where the governmental entity took final action on the contract or purchase.

ADJUSTMENT REQUEST

Customer Name: Elizabeth Halstead

Customer Address: 206 Tapp

Account Number: 1142005

Reason for Adjustment: C/OFF property sold

Date: 12-29-25

	SEWER	PNLTY	SANIT	TOTAL
BILLED AMOUNT				
CORRECTED BILLING				
ADJUSTMENT TOTAL	-5102		-2052	-7154

PREPARED BY: [Signature]

AUTHORIZED BY: _____