

1. 10:00 A.M. Sanitary Sewer Board Meeting

Documents:

SANITARY BOARD AGENDA 01192023.PDF  
SANITARY BOARD 010523EX.PDF  
SANITARY BOARD 010523.PDF  
CLAIMS.PDF  
PR VOUCHER.PDF  
REPORTS.PDF  
WO WW2023-01 WASTEWATER ON-CALL.PDF

CITY OF CHARLESTOWN  
SANITARY SEWER BOARD MEETING

January 19, 2023

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 & Executive Session from 01/05/2023
  - b. Current Claims
  - c. Payroll Allowance Docket from 12/31/2022-01/14/2023
3. Public Comment Period
4. Old Business
  - a. Value Engineering for Sewer Plant
5. New Business
  - a. WWTP Operator Report
  - b. WWTP Engineering Report
  - c. JTL On call work order
6. Adjournment

**SANITARY BOARD**

**January 5, 2023**

**10:30 A.M.**

**THE EXECUTIVE SESSION OF THE SANITARY BOARD FOR THE CITY OF CHARLESTOWN WAS HELD ON THURSDAY, JANURARY 5 AT 10:30 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 to discuss (a) strategy with respect to the initiation of litigation or litigation that is either pending or has been threatened, in accordance with I.C. 5-14-1.5-6.1(b)(2)(B).

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

**SANITARY BOARD**  
**January 5, 2023**  
**10:00 A.M.**

**THE MEETING OF THE SANITARY BOARD FOR THE CITY OF CHARLESTOWN  
WAS HELD ON THURSDAY, JANUARY 5, 2023 AT 10:00 A.M. AT CITY HALL  
WITH MAYOR TREVA HODGES PRESIDING.**

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

**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 December 1, the payroll voucher from November 27 to December 30, and the claims. Motion made by Nathan Grimes, second by Ryan Hodskins. Passed 3-0.

**Public Comment-none**

**Operator Update**

Operator Tim Crawford presented the operator's report. The plant was within all parameters in November. Fall protection apparatuses have been purchased. The current focus is solids removal. Tim and Lori Wyatt with JTL are working towards a pretreatment ordinance and a grease trap ordinance.

**Engineering Update**

Lori Wyatt with JTL presented an engineering update. Design has been completed for the IAW discharge location. They are working on some further details including ways to meter the flow. There will be a cleanout that will be the line of demarcation for ownership and responsibility. The goal is for construction to begin at the end of the month.

The construction permit application is going to be submitted in time to meet SRF summer pool deadlines.

The Highway 62 pump station is underway. It will need to be revised again to accommodate the Depot Street project. The design schedule should be ready to be presented at the next meeting.

The plant's NPDES permit application has been issued. It is a five-year permit. The preventative maintenance plan and the compliance plan have been accepted by IDEM. The next deliverable will be the quarterly progress report, which is due March 15.

The modeling for the alternative service area is ongoing. They are waiting on additional information from HWC.

**Mayor's Update**

Mayor Hodges updated the Board on the plant funding. The two resolutions on the preliminary engineering report (PER) that were presented to the council were tabled. It may be necessary to call a special meeting because the resolutions must be passed to finalize the SRF process. Passing the resolutions is a necessary step to remain in line with the compliance plan accepted by IDEM as part of the agreed order. It is also necessary to apply for other forms of funding. The cost of the plant is between \$42-44 million. Mayor Hodges provided an update of the funding that has been received, which is \$24,175,000 in total. She is also looking at additional funding with the EDA and the USDA.

**Adjournment**

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

\_\_\_\_\_  
TREVA HODGES, MAYOR

\_\_\_\_\_  
DATE

ATTEST:

\_\_\_\_\_  
DONNA COOMER, CLERK TREASURER

\_\_\_\_\_  
DATE

**Accounts Payable Register**

Date: 01/12/2023 04:22:54 PM

APV Register Batch - SANITARY SEWER MEETING 01/19/2023

APVREGISTER.FRX

All History

Ordered By APV Number

DATE FILED	APV #	NAME OF PAYEE	PO #	APPROP #	APPROPRIATION	DESCRIPTION	AMOUNT	CHECK #	CHECK DATE	MEMORANDUM
01/03/2023	102396	CARD SERVICES		6201001210.000	SEWER - OFFICE SUPPLIES	OFFICE SUPPLIES	33.85	18378	01/03/2023	
01/03/2023	102397	RED WING BUSINESS ADVANTAGE ACCOUNT		6201001212.000	SEWER - UNIFORMS	BOOTS	199.48	18379	01/03/2023	
12/10/2022	102399	INVOICE CLOUD		6201001360.000	SEWER - CONTRACTUAL EXPENSE	MONTHLY SITE FEES	110.00	102399	12/10/2022	
01/04/2023	102414	PETERS INSURANCE & REAL ESTATE AGENCY INC		6201001590.000	SEWER - MISC EXPENSE	SEWER POSITION SURETY BOND	29.75	18380	01/04/2023	
01/04/2023	102415	PETERS INSURANCE & REAL ESTATE AGENCY INC		6201001590.000	SEWER - MISC EXPENSE	COUNTY HWY PERMIT SURETY BOND	100.00	18381	01/04/2023	
01/04/2023	102416	SEWER BOND & INTREST		6201001520.000	SEWER - BOND & INTEREST CASH/TRANSFER	MONTHLY BD&INT TRANSFER	25255.63	18382	01/04/2023	
01/05/2023	102430	PAYROLL-CHARLESTOWN CITY		6201001111.000	SEWER- SALARIES/WAGES EMPLOYE	SEWER SALARY	7884.58	18383	01/05/2023	
01/05/2023	102430	PAYROLL-CHARLESTOWN CITY		6201001112.000	SEWER - OVERTIME SALARY	SEWER OT SALARY	444.12	18383	01/05/2023	
01/05/2023	102431	PAYROLL-CHARLESTOWN CITY		6201001131.000	SEWER- EMP. FICA AND MEDICARE	SEWER FICA/MEDI	625.81	18384	01/05/2023	
01/05/2023	102432	PAYROLL-CHARLESTOWN CITY		6201001130.000	SEWER- EMPLOYEE BENEFITS	SEWER PERF	932.82	18385	01/05/2023	
01/09/2023	102455	ARAMARK		6201001230.000	SEWER - MATERIALS /SUPPLIES	MATS/ BAR MOP	27.19	18399	01/09/2023	
01/09/2023	102455	ARAMARK		6201001230.000	SEWER - MATERIALS /SUPPLIES	MATS/ BAR MOP	27.19	18399	01/09/2023	
01/09/2023	102455	ARAMARK		6201001230.000	SEWER - MATERIALS /SUPPLIES	MATS/ BAR MOP	27.19	18399	01/09/2023	
01/09/2023	102455	ARAMARK		6201001230.000	SEWER - MATERIALS /SUPPLIES	MATS/ BAR MOP	27.19	18399	01/09/2023	
01/09/2023	102456	A.E. BOYCE CO INC		6201001590.000	SEWER - MISC EXPENSE	NOV 2022 BILLING/ POSTAGE	970.05	18400	01/09/2023	
01/09/2023	102456	A.E. BOYCE CO INC		6201001590.000	SEWER - MISC EXPENSE	DEC 2022 BILLING/ POSTAGE	1091.26	18400	01/09/2023	
01/09/2023	102457	HOLMES ACE HARDWARE		6201001230.000	SEWER - MATERIALS /SUPPLIES	MATERIALS/ SUPPLIES/ PARTS	168.21	18401	01/09/2023	
12/30/2022	102458	SIMPLIFILE		6201001590.000	SEWER - MISC EXPENSE	SEWER LIENS	75.75	102458	12/30/2022	
01/10/2023	102463	INVOICE CLOUD		6201001360.000	SEWER - CONTRACTUAL EXPENSE	SITE FEES DECEMBER 2022	125.00	102463	01/10/2023	

Accounts Payable Register

Date: 01/12/2023 04:22:54 PM

APVREGISTER.FRX

DATE FILED	APV #	NAME OF PAYEE	PO #	APPROP #	APPROPRIATION	DESCRIPTION	AMOUNT	CHECK		MEMORANDUM
								CHECK #	DATE	
01/11/2023	102474	PAYROLL-CHARLESTOWN CITY		6201001111.000	SEWER- SALARIES/WAGES EMPLOYE	SEWER SALARY	5148.42	18402	01/11/2023	
01/11/2023	102474	PAYROLL-CHARLESTOWN CITY		6201001112.000	SEWER - OVERTIME SALARY	SEWER OT SALARY	462.63	18402	01/11/2023	
01/11/2023	102475	PAYROLL-CHARLESTOWN CITY		6201001131.000	SEWER- EMP. FICA AND MEDICARE	SEWER FICA/MEDI	419.93	18403	01/11/2023	
01/11/2023	102476	PAYROLL-CHARLESTOWN CITY		6201001130.000	SEWER- EMPLOYEE BENEFITS	SEWER PERF	628.44	18404	01/11/2023	
01/11/2023	102501	VERIZON WIRELESS		6201001356.000	SEWER -TELEPHONE/CELL PHONE/INTERNET	MONTHLY CELL SERVICE	30.01	18405	01/11/2023	
01/11/2023	102502	A.E. BOYCE CO INC		6201001360.000	SEWER - CONTRACTUAL EXPENSE	ANNUAL SOFTWARE LICENSE/ MAINTENANCE RENEWAL	4000.00	18406	01/11/2023	
01/19/2023	102552	ARAMARK UNIFORM & CAREER APPAREL GROUP INC		6201001211.000	SEWER - LAB SUPPLIES	GLOVES	205.93		/ /	
01/19/2023	102553	MICHAEL CONWELL		6201001211.000	SEWER - LAB SUPPLIES	DEWATERING BAGS	3507.00		/ /	
01/19/2023	102554	USABLUEBOOK		6201001211.000	SEWER - LAB SUPPLIES	FILTERS/ BUFFER/ PIPET TIP	471.92		/ /	
01/19/2023	102555	DCEC HOLDING CO INC		6201001363.000	SEWER - SLUDGE /SANI	MONTHLY SERVICE	1853.45		/ /	
01/19/2023	102556	TELEMESSAGING INC		6201001360.000	SEWER - CONTRACTUAL EXPENSE	ANSWERING SERVICE	118.50		/ /	
01/19/2023	102557	PALMER CHESTER		6201001590.000	SEWER - MISC EXPENSE	CREDIT ON CLOSED ACCOUNT	50.05		/ /	
*** GRAND TOTAL ***							55051.35			

**Allowance Docket**  
**For check dates 12/31/2022 - 01/14/2023**  
**Selected Departments - Sewer**  
**Ordered by Employee Name**

Pay Period	Employee Ending Number	Employee Name	Distribution Name	All Paytypes Except Overtime	Overtime Only
01/31/2023	100	Coomer, Donna S.	Clerk-treas Sal	\$3775.25	\$0.00
01/31/2023	100	Coomer, Donna S.	Sewer Sal	\$1413.76	\$0.00
01/01/2023	898	Crawford, Timothy L.	Sewer Sal	\$1958.65	\$0.00
01/08/2023	898	Crawford, Timothy L.	Sewer Sal	\$1958.65	\$0.00
01/01/2023	897	Eurton, Seth M.	Sewer Sal	\$987.20	\$0.00
01/08/2023	897	Eurton, Seth M.	Sewer Sal	\$1037.20	\$0.00
01/08/2023	897	Eurton, Seth M.	Sewer Sal OT	\$0.00	\$388.61
01/01/2023	328	Gomez, Dorothea	Sanit Salaries	\$434.40	\$0.00
01/01/2023	328	Gomez, Dorothea	Sewer Sal	\$434.40	\$0.00
01/08/2023	328	Gomez, Dorothea	Sanit Salaries	\$434.41	\$0.00
01/08/2023	328	Gomez, Dorothea	Sewer Sal	\$434.39	\$0.00
01/31/2023	849	Hodges, Treva E.	Mayor's Salary	\$4189.50	\$0.00
01/31/2023	849	Hodges, Treva E.	Sewer Sal	\$1363.59	\$0.00
01/01/2023	913	Perez, Angelica	Sanit Salaries	\$413.80	\$0.00
01/01/2023	913	Perez, Angelica	Sewer Sal	\$413.80	\$0.00
01/08/2023	913	Perez, Angelica	Sanit Salaries	\$455.00	\$0.00
01/08/2023	913	Perez, Angelica	Sewer Sal	\$455.00	\$0.00
01/01/2023	906	Winslow, Joshua G.	Sewer Sal	\$1037.20	\$0.00
01/01/2023	906	Winslow, Joshua G.	Sewer Sal OT	\$0.00	\$444.12
01/08/2023	906	Winslow, Joshua G.	Sewer Sal	\$987.20	\$0.00
01/08/2023	906	Winslow, Joshua G.	Sewer Sal OT	\$0.00	\$74.02



**Allowance Docket**  
 For check dates 12/31/2022 - 01/14/2023  
 Selected Departments - Sewer  
 Ordered by Employee Name

Pay Period	Employee Ending Number	Employee Name	Distribution Name	All Paytypes Except Overtime	Overtime Only
<b>**Total**</b>				\$22183.40	\$906.75

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

Installed by the CITY OF CHARLESTOWN-2012

Fund Report

Selected Funds

From 12/01/2022 Thru 12/31/2022

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
<b>**Bank Number 5</b>							
3308 WASTEWATER DEBT SERVICE	306500.00	0.00	0.00	306500.00	0.00	0.00	306500.00
6202 WASTEWATER BOND & INT	110500.27	303496.32	298496.25	129278.46	25255.63	39033.75	115500.34
<b>SubTotal Bank Number 5</b>	<b>417000.27</b>	<b>303496.32</b>	<b>298496.25</b>	<b>435778.46</b>	<b>25255.63</b>	<b>39033.75</b>	<b>422000.34</b>
<b>**Bank Number 6</b>							
6201 WASTEWATER OPERATING	571781.48	2351410.12	2146871.99	730638.78	159287.69	113606.86	776319.61
6206 SEWER CAPACITY FEES FUND	640830.33	113187.00	557182.80	217340.56	0.00	20506.03	196834.53
<b>SubTotal Bank Number 6</b>	<b>1212611.81</b>	<b>2464597.12</b>	<b>2704054.79</b>	<b>947979.34</b>	<b>159287.69</b>	<b>134112.89</b>	<b>973154.14</b>
<b>*** GRAND TOTAL ***</b>	<b>1629612.08</b>	<b>2768093.44</b>	<b>3002551.04</b>	<b>1383757.80</b>	<b>184543.32</b>	<b>173146.64</b>	<b>1395154.48</b>

Installed by the CITY OF CHARLESTOWN-2012

### Appropriation Report

Bank 5

Check Date From 12/01/2022 Thru 12/31/2022

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
<b>**Fund Number 3308</b>												
3308001540.000	DEBT SER RES (SEWER) -	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	***.***%
3308001590.000	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	***.***%
<b>SubTotal Fund Number 3308</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>***.***%</b>
<b>**Fund Number 6202</b>												
6202001381.000	SEWER BD & INT - BOND	0.00	0.00	0.00	0.00	0.00	0.00	215000.00	0.00	-215000.00	-215000.00	***.***%
6202001382.000	SEWER BD & INT - BOND	0.00	0.00	0.00	0.00	0.00	39033.75	83496.25	0.00	-83496.25	-83496.25	***.***%
6202001383.000	SEWER BD & INT - PAYING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	***.***%
<b>SubTotal Fund Number 6202</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>39033.75</b>	<b>298496.25</b>	<b>0.00</b>	<b>-298496.25</b>	<b>-298496.25</b>	<b>***.***%</b>
<b>*** GRAND TOTAL ***</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>39033.75</b>	<b>298496.25</b>	<b>0.00</b>	<b>-298496.25</b>	<b>-298496.25</b>	<b>***.***%</b>

# Appropriation Report

Bank 6

Check Date From 12/01/2022 Thru 12/31/2022

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	26205.84	319012.02	0.00	-319012.02	-319012.02	***.***%
6201001112.000	SEWER - OVERTIME SALARY	0.00	0.00	0.00	0.00	0.00	1686.03	17163.41	0.00	-17163.41	-17163.41	***.***%
6201001130.000	SEWER- EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00	3070.65	45493.33	0.00	-45493.33	-45493.33	***.***%
6201001131.000	SEWER- EMP. FICA AND	0.00	0.00	0.00	0.00	0.00	2084.39	25234.10	0.00	-25234.10	-25234.10	***.***%
6201001210.000	SEWER - OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	9670.77	0.00	-9670.77	-9670.77	***.***%
6201001211.000	SEWER - LAB SUPPLIES	0.00	0.00	0.00	0.00	0.00	3283.90	68832.74	0.00	-68832.74	-68832.74	***.***%
6201001212.000	SEWER - UNIFORMS	0.00	0.00	0.00	0.00	0.00	0.00	1505.93	0.00	-1505.93	-1505.93	***.***%
6201001221.000	SEWER - VEHICLE FUEL	0.00	0.00	0.00	0.00	0.00	1500.90	8252.19	0.00	-8252.19	-8252.19	***.***%
6201001230.000	SEWER - MATERIALS /SUPPLIES	0.00	0.00	0.00	0.00	0.00	6321.52	60452.87	0.00	-60452.87	-60452.87	***.***%
6201001312.000	SEWER CONST	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	0.00	3525.87	0.00	-3525.87	-3525.87	***.***%
6201001323.000	SEWER - TRAINING/TRAVEL -	0.00	0.00	0.00	0.00	0.00	0.00	655.47	0.00	-655.47	-655.47	***.***%
6201001340.000	SEWER - INSURANCE EXPENSE	0.00	0.00	0.00	0.00	0.00	12055.88	98994.72	0.00	-98994.72	-98994.72	***.***%
6201001341.000	SEWER-WORK COMP	0.00	0.00	0.00	0.00	0.00	0.00	9464.00	0.00	-9464.00	-9464.00	***.***%
6201001343.000	SEWER- PROP/CAS INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00	16468.00	0.00	-16468.00	-16468.00	***.***%
6201001351.000	SEWER - PURCHASED POWER	0.00	0.00	0.00	0.00	0.00	22964.19	258709.99	0.00	-258709.99	-258709.99	***.***%
6201001356.000	SEWER -TELEPHONE/CELL	0.00	0.00	0.00	0.00	0.00	378.46	11763.37	0.00	-11763.37	-11763.37	***.***%
6201001360.000	SEWER - CONTRACTUAL	0.00	0.00	0.00	0.00	0.00	7718.98	496081.11	0.00	-496081.11	-496081.11	***.***%
6201001361.000	SEWER - DISCHARGE FEE IDEM	0.00	0.00	0.00	0.00	0.00	0.00	8500.00	0.00	-8500.00	-8500.00	***.***%
6201001362.000	SEWER-EQUIPMENT REPAIR	0.00	0.00	0.00	0.00	0.00	739.85	217010.49	0.00	-217010.49	-217010.49	***.***%
6201001363.000	SEWER - SLUDGE /SANI	0.00	0.00	0.00	0.00	0.00	0.00	27548.92	0.00	-27548.92	-27548.92	***.***%
6201001399.000	SEWER - LAB/SAFETY/OSHA	0.00	0.00	0.00	0.00	0.00	0.00	20932.34	0.00	-20932.34	-20932.34	***.***%
6201001430.000	SEWER CAPITAL EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	24000.00	0.00	-24000.00	-24000.00	***.***%
6201001440.000	SEWER - EQUIP PURCHASE/	0.00	0.00	0.00	0.00	0.00	0.00	36788.13	0.00	-36788.13	-36788.13	***.***%
6201001441.000	SEWER - OFFICE EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	1192.04	0.00	-1192.04	-1192.04	***.***%
6201001491.000	SEWER - INTEREST EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	261.32	0.00	-261.32	-261.32	***.***%
6201001492.000	SEWER LOANS PAYABLE	0.00	0.00	0.00	0.00	0.00	0.00	17163.09	0.00	-17163.09	-17163.09	***.***%
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	***.***%
6201001520.000	SEWER - BOND & INTEREST	0.00	0.00	0.00	0.00	0.00	25255.63	303496.32	0.00	-303496.32	-303496.32	***.***%
6201001521.000	SEWER - DEBT SER RES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	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	***.***%
6201001590.000	SEWER - MISC EXPENSE	0.00	0.00	0.00	0.00	0.00	340.64	38699.45	0.00	-38699.45	-38699.45	***.***%

Installed by the CITY OF CHARLESTOWN-2012

Date: 01/12/2023 04:30:50 PM

### Appropriation Report

APPRACOUNTS.FRX

APPROP	TITLE	FORWARDED	CURRENT	TRANSFRD	ADDL/ADJ	ENCUM	EXP-MTD	EXP-YTD	LIQ NOT EXP FWD	UNENCUM BAL	UNEXPEND BAL	% LEFT
<b>SubTotal Fund Number 6201</b>		0.00	0.00	0.00	0.00	0.00	113606.86	2146871.99	0.00	-2146871.99	-2146871.99	***.***%
<b>*Fund Number 6206</b>												
	6206001490.000 SW CAP FEES CAPITAL	0.00	0.00	0.00	0.00	0.00	4006.03	312512.51	0.00	-312512.51	-312512.51	***.***%
	6206001590.000 SW CAP FEES REPAIRS &	0.00	0.00	0.00	0.00	0.00	16500.00	244670.29	0.00	-244670.29	-244670.29	***.***%
<b>SubTotal Fund Number 6206</b>		0.00	0.00	0.00	0.00	0.00	20506.03	557182.80	0.00	-557182.80	-557182.80	***.***%
<b>** GRAND TOTAL ***</b>		0.00	0.00	0.00	0.00	0.00	134112.89	2704054.79	0.00	-2704054.79	-2704054.79	***.***%

**Revenue Report**

Date : 01/12/2023 04:27:31 PM  
 REVENUEACCOUNTS.FRX

Fund 3308

Post Date From 12/01/2022 Thru 12/31/2022

User ID: DEBORAH

Ordered By Revenue

REVENUE	TITLE	GL #	REVENUE MONTH TO DATE	REVENUE YEAR TO DATE
3308609.000	SEWER DEBT SER RESERVE CHECKING INTREST		0.00	0.00
3308610.000	DEBT SER RES (SEWER)		0.00	0.00
3308931.000	DEBT SER RES (SEWER) - TRANS FM SEW OPR		0.00	0.00
*** GRAND TOTAL ***			0.00	0.00

**Revenue Report**

Date : 01/12/2023 04:28:56 PM  
REVENUEACCOUNTS.FRX

Fund 6201 Thru 6206

Post Date From 12/01/2022 Thru 12/31/2022

Grouped By Bank Number

Ordered By Revenue

User ID: DEBORAH

REVENUE	TITLE	GL #	REVENUE MONTH TO DATE	REVENUE YEAR TO DATE
<b>**Bank Number 5</b>				
6202609.000	SEWER BD & IN CHECKING ACCT INTEREST	474.60	0.00	0.00
6202610.000	SEWER BD & INT		0.00	0.00
6202931.000	SEWER BD & INT - TRANSFER FM SEWER OPR		25255.63	303496.32
<b>SubTotal Bank Number 5</b>			25255.63	303496.32
<b>**Bank Number 6</b>				
6201441.000	SEWER UTILITY - DAILY RECEIPTS	141.60	152998.93	1906186.37
6201442.000	SEWER UTILITY - TAP FEES	521.60	0.00	0.00
6201443.000	SEWER TAP-DANBURY OAKS	521.60	0.00	0.00
6201444.000	SEWER LIENS	141.62	225.34	928.13
6201448.000	SEWER BAD DEBT REVENUE	142.60	0.00	0.00
6201495.000	SEWER- REIMBURSEMENTS	144.60	0.00	0.00
6201499.000	SEWER PAYMENT PLAN	536.61	0.00	0.00
6201609.000	SEWER- INTERST/ON CKING ACCTS	527.60	0.00	0.00
6201610.000	SEWER UTILITY - INTEREST	527.60	0.00	0.00
6201920.000	SEWER UTILITY - TRANSFER		0.00	0.00
6201941.000	SEWER- TEMPORARY LOANS	150.60	0.00	0.00
6201960.000	SEWER UTILITY - REFUNDS	536.60	0.00	0.00
6201990.000	SEWER UTILITY - OTHER	536.60	6063.42	444295.62
6201991.000	WASTEWATER CONST LOCAL MATCH		0.00	0.00
6201992.000	SEWER - CONTRIBUTIONS	271.60	0.00	0.00
6201993.000	SEWER HIGHVIEW LAKEVIEW	521.60	0.00	0.00
6206441.000	SEWER CAPACITY FEES	521.61	0.00	113187.00
<b>SubTotal Bank Number 6</b>			159287.69	2464597.12
<b>*** GRAND TOTAL ***</b>			184543.32	2768093.44

**WORK ORDER FORM  
2023 CITY OF CHARLESTOWN WASTEWATER ON-CALL SERVICES**

**WORK ORDER NO. WW2023-01**

**Date:** \_\_\_\_\_

In accordance with the General Services Agreement between the **City of Charlestown, Indiana**, acting thru its duly appointed **City of Charlestown Sewer Board (OWNER)**, and **Jacobi, Toombs and Lanz, Inc. (CONSULTANT)**, dated \_\_\_\_\_, this **WORK ORDER** is the written authorization to the **CONSULTANT** to provide the work described herein, in accordance with the attached schedule, and not-to-exceed fee.

**Work:** The Work shall be as described in Section A of this **WORK ORDER**. **CONSULTANT** shall furnish all labor, materials, supplies, equipment, supervision, and services necessary for and incident to the performance of the Work. **CONSULTANT** represents that it has thoroughly reviewed the Work and the General Services Agreement and that it accepts the Work and the conditions under which the Work is to be performed.

**Schedule:** The Schedule shall be set forth in Section B of this **WORK ORDER**. **CONSULTANT** represents that the Schedule is reasonable and achievable.

**Payment Terms:** Payments to the **CONSULTANT** shall be as described in Section C of this **WORK ORDER**.

**Terms and Conditions:** The terms and conditions of the General Services Agreement referenced above shall apply to this **WORK ORDER**. This **WORK ORDER** also incorporates all of the terms and conditions required to be included in it by the General Services Agreement.

**OWNER:**

**City of Charlestown, Indiana**  
**Charlestown, Indiana**  
304 Main Cross Street  
Charlestown, Indiana 47111

By \_\_\_\_\_

Witness \_\_\_\_\_

Or

By \_\_\_\_\_  
Authorized Representative

**CONSULTANT:**

**Jacobi, Toombs, and Lanz, Inc.**  
1829 East Spring Street, Suite 201  
New Albany, IN 47150  
(812) 945-9585

By \_\_\_\_\_  
Michael C. Harris, PE, President

Witness \_\_\_\_\_  
Lori L. Wyatt, Water Resources Team Lead

Printed Name \_\_\_\_\_



## **WORK ORDER NO. WW2023-01**

### **SECTION A – DESCRIPTION OF THE WORK**

Jacobi, Toombs and Lanz, Inc. (**CONSULTANT**) shall provide the Professional services for the project as described as follows:

This Work Order is intended to allow Wastewater Staff to contact JTL to provide services for minor wastewater projects throughout the year on an as needed basis. Projects may include surveying, engineering, construction observation/inspection or other tasks that may be necessary to support the Wastewater Staff.

### **SECTION B – SCHEDULE**

As needed and discussed with Wastewater Staff.

### **SECTION C – PAYMENT TERMS**

Payment to the **CONSULTANT** for these services shall be on a time and material basis with an initial not-to-exceed budget of Fifty Thousand Dollars 00/100 (\$50,000.00).

The **CONSULTANT** may submit monthly invoices for payment for work completed to date.