



TIPTON MUNICIPAL UTILITIES
Tipton Utility Service Board Meeting
June 17, 2019

The Tipton Utility Service Board meeting was held at 4:55 p.m. at the City of Tipton Council Chambers, 216 South Main Street, Tipton, Indiana. Chairman Mark Raver presided. The members present included Dick Klein, Barb Cardwell, Steven Thompson, Don McElfresh, and Utility Manager Rex Boyer. Rick Chandler, City Council Liaison, was also present.

GUESTS

Bob Edinger

STUDENTS

MINUTES

Minutes of the previous meeting were reviewed:

MOTION: It was moved by Barb Cardwell and seconded by Steven Thompson: "That the previous minutes of the June 3, 2019 meeting be approved." Motion carried.

CLAIMS

Claims were reviewed.

MOTION: It was moved by Dick Klein and seconded by Don McElfresh: "That claims #17662- #17726 totaling \$1,019,462.87 be approved." Motion carried.

CHARGE OFFS

A charge-offs report totaling \$1,167.35 was presented to the board and approved on motion by Don McElfresh and seconded by Steve Thompson. Motion carried.

DELINQUENCY REPORT

None submitted.

BLENDED INTEREST RATE REPORT

FINANCIAL STATEMENTS

None submitted.

RESOLUTIONS

Resolutions 2019-05 was presented. Resolution 2019-05 is a resolution revising the pay ranges to allow for the payment of a \$200.00 health awareness incentive. Don McElfresh made a motion to approve Resolution 2019-05. The motion was seconded by Dick Klein. Motion carried.

IMPA COMMISSIONER REPORT

PROJECTS

UTILITY MANAGER REPORT

Utility Manager Boyer reported that IMPA had encounter some technical problems while bringing the new solar farm online. As of this date, approximately 40 of the 81 inverters are operating properly. The supplier of the inverters is working diligently to help get the solar farm operational.

Boyer updated the Board as to the progress with the LTCP Phase III project. Design work has been completed and the project has been let out for bids. A pre-bid meeting was held June 13 to allow contractors and vendors to ask specific questions concerning the project. Several individuals were present and as of this date, seven General Contractors have requested plans and are considered "Plan Holders of Record". Bid opening is planned for June 27th at 2:00 p.m. here in the Council Chambers.

DEPARTMENT HEAD REPORTS

Electric – Nothing reported.

Wastewater Treatment – Nothing reported.

Water – Nothing reported

Administrative – Nothing reported

NEW BUSINESS

Nothing presented

OLD BUSINESS

Nothing presented

ADJOURNMENT

A motion was made by Barb Cardwell to adjourn and seconded by Steve Thompson. The meeting was adjourned at approximately 4:40 p.m.


Rex A. Boyer, Utility Manager


Mark J. Raver, Chairman

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 IC 5-11-10-1.6.

June 17, 2019

Fiscal Officer

ALLOWANCE OF ACCOUNTS PAYABLE VOUCHERS

TIPTON MUNICIPAL UTILITIES
TIPTON MUNICIPAL UTILITIES

We have examined the Accounts Payable Vouchers listed on the foregoing Register of Accounts Payable Vouchers consisting of 14 pages and except for accounts payables not allowed as shown on the Register such accounts payables are hereby allowed in the total amount of \$ 1,019,462.87.

Dated this 17th day of June 2019.

Signatures of Governing Board

TIPTON MUNICIPAL UTILITIES

Inter-Office Memorandum

210 South Main Street

PO Box 288

Tipton, IN 46072-1903

DATE: June 17, 2019
TO: Tipton Utility Service Board
FROM: Rex Boyer
SUBJECT: Charge-Offs

Attached is a Charge-Off report totaling \$1,167.35. Please review and approve.

Thank you.

RESOLUTION 2019-05

TIPTON UTILITY SERVICE BOARD CITY OF TIPTON, INDIANA

A Resolution to revise Utility wages as per Indiana Code 8-1.5-3-4.

WHEREAS, The Tipton Utility Service Board previously approved Resolution 2018-08 establishing wage and salary ranges for calendar year 2019; and

WHEREAS, there is a need to modify the maximum salaries, wages, overtime and additional compensation to add a "Health Insurance Incentive"; and

NOW THEREFORE BE IT RESOLVED, that the herein attached "2019 Wage Range Schedule", with its respective wage and salary ranges, job titles and pay types, be established effective January 1, 2019, and remain until such time as the Board should resolve to amend them. This resolution amends and supersedes any and all other resolutions, and

FURTHER RESOLVED, that the job title, department of each employee, and his or her salary, within the proper range as denoted by the job title shall be established by the Superintendent or Manager of that department and approved by the Utility Manager. A written document with this information shall be created and made a part of the employee's permanent personnel records. Anytime thereafter that a change is made in the employee's job title, pay type, and/or wage or salary, a like document shall be created and documented in the employee's permanent personnel file, and


FURTHER RESOLVED, that beginning with the first pay period of 2019, all hourly, salary, and non-contract employee's shall receive an increase of 2% of their current wage as of the last pay period of 2018 and shall not exceed the maximum pay range for their respective classification, and

FURTHER RESOLVED, that from time to time, certain construction projects are initiated to enhance our system. Prior Resolution 2017-05 allows for a pay rate increase of \$2.00 per hour during those projects and shall be at the discretion of the respective Superintendent and Utility Manager to determine when those rates are applicable.

FURTHER RESOLVED, that a HEALTH INSURANCE INCENTIVE of \$200.00 be permitted to be paid to each employee covered under our current health insurance program. This incentive will be paid only if offered by the Health Insurance Provider as a “Healthy Results Program” participant and we have at least fifty percent participation.

Signed this 17th day of June, 2019, in Tipton, Indiana.

TIPTON UTILITY SERVICE BOARD




Mark J. Raver - Chairman



Steven Thompson



George R. Klein



Barbara A. Cardwell



Don McElfresh



ATTEST: Rex A. Boyer, Utility Manager

TIPTON MUNICIPAL UTILITIES

2019 Wage Range Schedule

	Bottom Range	Top Range	Pay Type
ADMINISTRATIVE			
Mayor		745.16	Bi-Weekly
Clerk Treasurer		666.61	Bi-Weekly
Utility Service Board Members		308.00	Bi-Weekly
Utility Manager	2,500.00	5,000.00	Bi-Weekly
Temporary Employees	10.00	15.00	Hourly
BUSINESS OFFICE			
Manager, Accounting & Customer Service	923.00	1,800.00	Bi-Weekly
Accountant	13.00	22.00	Hourly
Customer Service	10.00	18.00	Hourly
Customer Service / Part Time	10.00	16.00	Hourly
Electric Field Technician	10.00	24.50	Hourly
Meter Reader	10.00	17.00	Hourly
ELECTRIC DEPARTMENT			
Superintendent	2,500.00	3,750.00	Bi-Weekly
Assistant Superintendent / General Foreman	20.00	37.00	Hourly
Foreman	19.00	35.00	Hourly
Lineman - Class A	18.00	34.00	Hourly
Lineman - Apprentice	14.00	32.00	Hourly
Environmental Compliance & Storeroom Clerk	13.00	23.00	Hourly
WATER DEPARTMENT			
Superintendent	1,700.00	2,600.00	Bi-Weekly
Assistant Superintendent	21.00	28.00	Hourly
Water General Foreman	14.50	26.00	Hourly
Water Crew Leader	13.50	23.00	Hourly
Water Plant Operator - Class A	12.25	24.00	Hourly
Water Plant Operator - Class B	11.25	20.00	Hourly
Water Equipment Operator - Class A	11.25	20.00	Hourly
Water Equipment Operator - Class B	11.25	19.00	Hourly
Water General Labor	10.25	17.00	Hourly
WASTEWATER TREATMENT DEPT.			
Superintendent	1,700.00	2,700.00	Bi-Weekly
Assistant Superintendent - Wastewater	1,575.00	2,300.00	Bi-Weekly
Pretreatment Director	17.00	23.00	Hourly
Class 3 Operator	14.50	24.00	Hourly
Class 2 Operator	13.50	23.00	Hourly
Class 1 Operator	12.50	22.00	Hourly
Wastewater General Labor	10.00	19.00	Hourly
WASTEWATER COLLECTION DEPT.			
Superintendent	1,600.00	2,600.00	Bi-Weekly
Assistant Superintendent	15.00	25.00	Hourly
Collection General Labor	12.50	20.00	Hourly