



**TIPTON MUNICIPAL UTILITIES**  
**Tipton Utility Service Board Meeting**  
**January 16, 2024**

The Tipton Utility Service Board meeting was held at 4:30 p.m. at the City of Tipton Council Chambers, 216 South Main Street, Tipton, Indiana. Chairman Don McElfresh presided. The members present included Dick Klein (Emeritus), Barbara Cardwell (via cell phone), Steven Thompson, Peter Schram (via cell phone), Mark Raver, and Utility General Manager Jim Ankrum. The City Council Liaison was not present, yet to be determined.

**GUESTS**

Rick Rippy (Tipton Common Councilman)

**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 meeting be approved."

Motion carried.

**CLAIMS**

Claims were reviewed.

**MOTION:** It was moved by Mark Raver and seconded by Barb Cardwell  
"That claims #24699- #24752 totaling \$1,132,019.50 be approved." Motion carried.

**CHARGE OFFS**

A charge-offs report totaling \$6,281.89 was presented to the board, approved on motion by Steven Thompson, and seconded by Mark Raver. Motion carried.

**BLENDED INTEREST RATE REPORT**

None submitted.

**FINANCIAL STATEMENTS**

None submitted.

**RESOLUTIONS**

None submitted.

### Other Matters before the Board for Approval:

TMU General Manager Ankrum discussed the proposed 2024 Departmental budgets which were unanimously approved by motion from Mark Raver & second from Steven Thompson.

Ankrum presented the construction contract between TMU and F & K Construction in the amount of \$3,780,060.00 for Board approval. By motion of Mark Raver & second from Steven Thompson, the contract was unanimously approved.


### UTILITY MANAGER REPORT


- Safety: IMPA/TVPPA Safety training will be held Wednesday, January 24<sup>th</sup> regarding PPE.
- Admin/IT: Ankrum followed up on Cyber-Security insurance coverages and will discuss further with Mayor Schmicker and Clerk-Treasurer Clark to see if we want to adjust coverages.
- Water/Church: TMU Water is working with Kenny Ziegler to auction off building miscellaneous contents. The auction will be held on Saturday, February 24<sup>th</sup>. Look to local newspapers and internet sites for additional details.
- IDEM: Ankrum continues to work with Matt Smith of Strand on the proposed Use Attainability Analysis response required by IDEM. The City/TMU's official CSO final response is due to IDEM by mid-February 2024. Ankrum indicated the Mayor and TUSB should have a DRAFT copy to review the last week of January.
- IMPA: IMPA Commissioner Klein and Ankrum will be attending the next IMPA Board meeting on Friday, January 26<sup>th</sup>.
- Sanitary Sewer Force Main Connector and Elevated Water Projects:
  - Sanitary Force Main project:
    - Pre-Cons with F&K Construction: Completed Today at 9 am. **Done**
    - Contract approved as per above, it allows 18 months from today for project Substantial Completion. F&K indicated that most, if not all, work will be completed in the calendar year 2024.
  - Water tower design: Plans have been forwarded to IDEM for review and approval. The path forward for this project is:
    - Advertisements for bids on Wednesday 1-24-24 and Wednesday 1-31-24.
    - Pre-Bid on Thursday, February 15, 2024, at 1 pm in City Hall.
    - Bids turned in and opened on Thursday, February 29, 2024, at 4 pm in City Hall.
    - Possible Utility Board action on bids at the Machr 4, 2024 Board meeting.

- Steel materials can be ordered soon after contract award with a late 2024 on-site construction and late Spring 2025 painting schedule.
- US 31/SR 28 Development: No new news
- City East Side Development Studies by Strand
  - Strand has submitted a final design to INDOT to get a permit for HDD under SR 28 across from the DeLong Auto Repair. Upon INDOT approval, Ankrum will then solicit bids for this work and determine a budget cost.
  - Ankrum has shared the Strand study on the sanitary sewer options in this area. More discussion needs to be had to determine a path forward as this will likely be a much more expensive project.
- The next TUSB meeting will be Monday, February 5, 2024, starting at 4:30 pm in the Council Chambers.
- Community Comments:
  - None

#### **ADJOURNMENT**

A motion was made by Mark Raver to adjourn and seconded by Steven Thompson. The meeting was adjourned at approximately 4:55 p.m.

  
\_\_\_\_\_  
Jim Ankrum, General Manager

  
\_\_\_\_\_  
Don McElfresh, 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.

January 16, 2024

Fiscal Officer

ALLOWANCE OF ACCOUNTS PAYABLE VOUCHERS

TIPTON MUNICIPAL UTILITIES

APVS #24699-24752

We have examined the Accounts Payable Vouchers listed on the foregoing Register of Accounts Payable Vouchers consisting of 12 pages and except for accounts payables not allowed as shown on the Register such accounts payables are hereby allowed in the total amount of \$ 1,132,019.50.

Dated this 16th day of January 2024.

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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signatures of Governing Board

# **TIPTON MUNICIPAL UTILITIES**

## **Inter-Office Memorandum**

**210 South Main Street**

**PO Box 288**

**Tipton, IN 46072-1903**

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**DATE:** January 16, 2024  
**TO:** Tipton Utility Service Board  
**FROM:** Jim Ankrum  
**SUBJECT:** Charge-Offs

Attached is a Charge-Off report totaling \$6,281.89. Please review and approve.

Thank you.

TMU BUDGETS 2020-2024

	2020-B	2020-A	2021-B	2021-A	2022-B	2022-A	2023-B	2023-A	2024-B
<b>WATER EAST</b>									
Receipts	\$ 1,379,713	\$ 1,441,105	\$ 1,359,713	\$ 1,614,970	\$ 1,599,377	\$ 1,639,868	\$ 1,701,527	\$ 1,829,516	\$ 1,827,862
Expenditures	\$ 1,390,813	\$ 1,407,021	\$ 1,425,145	\$ 1,343,770	\$ 1,494,137	\$ 1,317,238	\$ 1,593,547	\$ 1,486,303	\$ 1,574,778
Estimated Profit/Loss	\$ (11,100)	\$ 34,084	\$ (65,432)	\$ 271,200	\$ 105,240	\$ 322,631	\$ 107,980	\$ 343,213	\$ 253,084

	2020-B	2020-A	2021-B	2021-A	2022-B	2022-A	2023-B	2023-A	2024-B
<b>WATER WEST</b>									
Receipts	\$ 174,282	\$ 182,757	\$ 174,282	\$ 167,858	\$ 161,372	\$ 219,763	\$ 190,020	\$ 257,537	\$ 257,471
Expenditures	\$ 138,303	\$ 166,139	\$ 112,336	\$ 130,884	\$ 142,803	\$ 134,686	\$ 172,739	\$ 198,702	\$ 177,519
Estimated Profit/Loss	\$ 35,979	\$ 16,618	\$ 61,946	\$ 36,974	\$ 18,569	\$ 85,077	\$ 17,281	\$ 58,835	\$ 79,952

	2020-B	2020-A	2021-B	2021-A	2022-B	2022-A	2023-B	2023-A	2024-B
<b>WASTEWATER EAST</b>									
Receipts	\$ 1,864,444	\$ 1,885,606	\$ 1,866,705	\$ 1,984,496	\$ 1,977,357	\$ 2,047,165	\$ 2,073,758	\$ 2,094,471	\$ 2,064,841
Expenditures	\$ 1,810,566	\$ 1,945,220	\$ 1,804,522	\$ 2,080,532	\$ 1,904,185	\$ 2,224,358	\$ 2,010,530	\$ 1,886,985	\$ 1,845,258
Estimated Profit/Loss	\$ 53,878	\$ (59,614)	\$ 62,183	\$ (96,036)	\$ 73,172	\$ (187,193)	\$ 63,228	\$ 207,486	\$ 219,583

	2020-B	2020-A	2021-B	2021-A	2022-B	2022-A	2023-B	2023-A	2024-B
<b>WASTEWATER WEST</b>									
Receipts	\$ 207,159	\$ 175,951	\$ 207,159	\$ 193,885	\$ 187,781	\$ 196,562	\$ 196,770	\$ 257,537	\$ 240,004
Expenditures	\$ 131,097	\$ 121,757	\$ 122,365	\$ 154,055	\$ 173,053	\$ 136,031	\$ 180,682	\$ 198,702	\$ 178,278
Estimated Profit/Loss	\$ 76,062	\$ 54,193	\$ 84,794	\$ 39,820	\$ 14,728	\$ 60,530	\$ 16,088	\$ 58,835	\$ 61,726

	2020-B	2020-A	2021-B	2021-A	2022-B	2022-A	2023-B	2023-A	2024-B
<b>STORMWATER</b>									
Receipts	\$ 664,930	\$ 638,834	\$ 619,453	\$ 646,501	\$ 656,120	\$ 664,603	\$ 670,969	\$ 730,305	\$ 713,595
Expenditures	\$ 631,371	\$ 568,621	\$ 593,470	\$ 651,641	\$ 597,908	\$ 507,413	\$ 535,298	\$ 508,171	\$ 537,108
Estimated Profit/Loss	\$ 33,559	\$ 69,213	\$ 25,983	\$ (5,141)	\$ 58,212	\$ 157,191	\$ 135,671	\$ 222,134	\$ 176,487

	2020-B	2020-A	2021-B	2021-A	2022-B	2022-A	2023-B	2023-A	2024-B
<b>ELECTRIC</b>									
Receipts	\$ 13,912,472	\$ 13,584,384	\$ 12,769,375	\$ 13,782,998	\$ 13,095,581	\$ 13,929,869	\$ 14,009,602	\$ 14,008,196	\$ 15,150,057
Expenditures	\$ 13,427,132	\$ 13,521,577	\$ 12,491,866	\$ 13,808,966	\$ 12,993,308	\$ 13,753,290	\$ 13,983,898	\$ 13,720,579	\$ 14,651,252
Estimated Profit/Loss	\$ 485,340	\$ 62,807	\$ 277,509	\$ (125,968)	\$ 102,273	\$ 176,580	\$ 25,704	\$ 287,617	\$ 498,805

	2020-B	2020-A	2021-B	2021-A	2022-B	2022-A	2023-B	2023-A	2024-B
<b>TMU TOTAL BUDGET</b>									
Receipts	\$ 18,203,000	\$ 17,908,636	\$ 16,996,687	\$ 18,390,707	\$ 17,677,588	\$ 18,697,830	\$ 18,842,646	\$ 19,177,562	\$ 20,253,830
Expenditures	\$ 17,529,282	\$ 17,737,335	\$ 16,549,704	\$ 18,269,858	\$ 17,305,394	\$ 18,083,015	\$ 18,476,694	\$ 17,999,442	\$ 18,564,193
Estimated Profit/Loss	\$ 673,718	\$ 171,301	\$ 446,983	\$ 120,849	\$ 372,194	\$ 614,815	\$ 365,952	\$ 1,178,120	\$ 1,289,637

# 2024 Projected Operating Budget

## Water Department - East Plant

<b>== RECEIPTS ==</b>	
Cash Operating Receipts	
Misc Operating Receipts	\$1,285,887
Interest Income	\$133,193
Reimbursements to Water C/O	\$38,366
Sales Tax Receipts	\$32,617
Consumer Deposits	148.46
	\$5,775
<b>== RECEIPTS &amp; TRANSFERS ==</b>	
Trans from C/O to Bond & Int	
Trans Sick Days Accural	151,875.00
Transfer to Depreciation	\$0
	\$180,000
<b>Grand Total Annual Receipts =</b>	<b>\$1,827,862</b>
<b>== EXPENDITURES ==</b>	
Employee Expense	
Adminstration Expenses	\$528,320
Production Expenses	\$45,633
Misc Expenses	\$67,554
Property Taxes	\$297,918
Utility Receipts Tax	\$18,779
Sales Tax	\$0
Capital Expenses	\$0
	\$114,794
<b>== EXPENDITURES &amp; TRANSFERS ==</b>	
B&I Princiapal Pmt	
B&I Interest Pmt	\$145,000
Loan Principal Pmt	\$6,888
Loan Interest Pmt	\$20,000
Debt Service Trans	\$1,592
	328,299.96
<b>Grand Total Annual Expenditures =</b>	<b>\$1,574,778</b>
<b>2023 Projected Income or Loss =</b>	<b>\$253,084</b>

- Increased Employee, Adminstration and Production Expense by 6 to 10%.
- Utility Receipts eliminated by State Gov't
- Rehab one well
- Construct One (1) Well Enclosure Bldg.



# 2024 Projected Operating Budget

## Water Department - West Plant

<b>== RECEIPTS ==</b>	
Cash Operating Receipts	243,056.23
Misc Operating Receipts	\$6,155
Interest Income	7,896.27
Cash Operating Transfer	
Sales Tax Receipts	363.58
Consumer Deposits	\$0
<b>Grand Total Annual Receipts =</b>	<b>\$257,471</b>
<b>== EXPENDITURES ==</b>	
Employee Expense	
Administration Expenses	\$36,702
Production Expenses	\$5,976
Misc Expenses	\$39,541
Property Taxes	
Utility Receipts Tax	8,754.28
Sales Tax	\$0
Capital Expenses	4,694.97
	\$81,851
<b>Grand Total Annual Expenditures =</b>	<b>\$177,519</b>
<b>2023 Projected Profit or Loss</b>	<b>\$79,952</b>
No Well Rehab This Year	
-Perform Filter Inspection and Report	
New Backwash Pump & VFD Install	

# 2024 Projected Operating Budget

## Wastewater - East Plant

### == RECEIPTS ==

Cash Operating Receipts	
Misc Operating Receipts	\$1,780,040
Interest Income	\$178,724
Reimbursement from West Plant	\$58,077
	\$48,000

**Grand Total Annual Receipts =** **\$2,064,841**

### == EXPENDITURES ==

Employee Expense - Treatment	\$456,719
Employee Expense - Collection	\$264,543
Administration Expenses	\$104,304
Production Expenses - Treatment	\$350,326
Production Expenses - Collection	\$50,029
Misc Expenses	\$156,095
Property Taxes	\$4,243
Capital Expenses	\$125,000

### == EXPENDITURES & TRANSFERS ==

Debt Service Trans	\$334,000
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**Grand Total Annual Expenditures =** **\$1,845,258**

**2023 Projected Income or Loss =** **\$219,583**

- Increased Employee & Administration Expense by 5%.

Capital Improvement Projects for 2023 as funds allow.

- Upgrade North St. Lift Station
- Add New Mower
- Misc Equip at WWTP and Collection

# 2024 Projected Operating Budget

## Wastewater - West Plant

### BEGINNING BALANCE =

#### == RECEIPTS ==

Cash Operating Receipts

Misc Operating Receipts

Interest Income

\$179,466 Minus 5% FCA

\$52,393 Same

\$8,145 75% due to lower interest

**Grand Total Annual Receipts =**

**\$240,004**

#### == EXPENDITURES ==

Employee Expense

Administration Expenses

Production Expenses

Misc Expenses

Property Taxes

Reimbursement to East Plant

Capital Expenses

**Grand Total Annual Expenditures =**

\$1,684 Plus 5%

\$6,157 Plus 5%

\$91,999 Same

\$5,437 Same

\$0

\$48,000

\$25,000

**\$178,278**

**2023 Projected Profit or Loss =**

**\$61,726**

# 2024 Projected Operating Budget

## Stormwater Department

### == RECEIPTS ==

Cash Operating Receipts	\$654,987
Misc Operating Receipts	\$7,419
Interest Income	\$51,189
<b>Total Annual Receipts =</b>	<b>\$713,595</b>

### == EXPENDITURES ==

Operating Costs	\$29,471
Tax & Ditch & Engineering	\$6,798
Stormwater Transfer (To Reserve)	\$24,620
Stormwater B/I Prin Payment 2019	\$159,909
Stormwater B/I Int Payment 2014	\$192,630
Stormwater B/I Int Payment 2012	\$123,680
<b>Total Annual Expenditures =</b>	<b>\$537,108</b>
<b>Projected 2023 Income or Loss =</b>	<b>\$176,488</b>



# 2024 Projected Operating Budget

## Electric Department

### ==RECEIPTS==

Cash Operating Receipts	\$14,771,551
Misc Operating Receipts	\$154,937
Interest Income	\$143,975
Sales Tax Receipts	\$0
Reimburse to Cash	\$33,180
Consumer Deposits	\$46,414
<b>Grand Total Annual Receipts =</b>	<b>\$15,150,057</b>

### ==EXPENDITURES==

Power Purchased	\$11,748,650
Employee Expenses	\$357,005
Supervision Expense	\$126,412
Adminstration - Wage Expenses	\$652,778
Meter Reading & Billing Expense	\$283,214
Materials & Supplies	\$534,056
Plant Misc Expenses	\$5,000
Adminstration - Office Expenses	\$197,731
Ditch & Property Taxes	\$5,182
Utility Receipts Tax Paid	\$0
Sales Tax Paid	\$506,631
Capital Expenses	\$75,000
Consumer Deposits Refunded	\$34,592
PILT Payment	\$125,000
<b>Grand Total Annual Expenditures =</b>	<b>\$14,651,252</b>

*2023 Estimated Profit or Loss*

**\$498,805**