

# UTILITIES SERVICE BOARD MEETING

July 14th, 2014

***Utilities Service Board meetings are recorded electronically or stenographically and are available during regular business hours in the office of the Director of Utilities.***

Board Vice President Roberts called the regular meeting of the Utilities Service Board to order at 5:00 p.m. The meeting was held in the Utilities Service Board room at the City of Bloomington Utilities Administrative Building in Bloomington, Indiana.

Board members present: Julie Roberts, Jim Sims, Sam Frank, Jeff Ehman, Jason Banach, and Tim Mayer, Ex-Officio. Staff members present: Patrick Murphy, Michael Horstman, John Langley, Tom Axsom, Mike Bengtson, Nolan Hendon, Rachel Atz, Jon Callahan, Jane Fleig, Tamara Roberts, Mike Hicks, and Phil Peden.

## MINUTES

***Board Member Ehman moved and Board Member Frank seconded the motion to approve the minutes of the June 30th meeting. Motion carried, 5 ayes, 2 members absent, (Swafford, Roman).***

## CLAIMS

***Board Member Ehman moved and Board Member Frank seconded the motion to approve the claims as follows:***

***Vendor invoices submitted to the Controller's Office on July 18th included \$159,704.87 from the Water Utility; \$873,576.22 from the Wastewater Utility; and \$4,269.65 from the Stormwater Utility. Total Claims approved, \$1,037,550.74.***

***Motion carried, 5 ayes, 2 members absent, (Swafford, Roman).***

Assistant Director of Finance Horstman explained that there is a fourth set of claims before the board now, marked Utilities Payments. The Controller's Office has made a small change to the way utility bills are paid. It is a constant battle to have these paid without incurring late fees, due to the board's biweekly approval process. We often had to contact the utility companies for special arrangements regarding the timing. The controller has decided that these checks can be printed as needed and then bring to the respective city boards after the fact. Legislation allows for this.

Vice President Roberts clarified that the utilities discussed are AT&T, Vectren, Smithville, and Duke.

Board Member Ehman asked if this is the first increment and whether to expect these once per month. Mr. Horstman replied there may be months with two check runs.

Board Member Banach asked who the acting controller is, and Mr. Horstman replied that the interim controller is Donna Slater.

Board Member Frank inquired as to the largest claim in the list, to Miller Pipeline in the amount of \$734,283.68. Assistant Director of Engineering Bengtson explained that this is the contractor for our

sewer lining project, the final one in the Agreed Order with the Indiana Department of Environmental Management.

Board Member Sims inquired about the claims for Indiana University Health for drug screenings, and whether those were administered randomly. Staff confirmed. Mr. Sims also asked about the claims to Republic Services for trash removal, and whether that is more cost effective than utilizing city sanitation. Director Murphy explained that the plants are outside of city limits. Deputy Director Langley felt this is a great question, and added that for the city, it would also be inefficient given current routes and the distances of the plants. Mr. Murphy explained further that CBU does not pay the city the equivalent of property taxes on those plants outside of city limits.

***Board Member Ehman moved and Board Member Frank seconded the motion to approve the ACH payments as follows:***

***Vendor invoices that will be submitted to the Controller's Office on July 14th included \$200,502.00 from the Water Utility. Total Claims approved, \$200,502.00.***

***Motion carried, 5 ayes, 2 members absent, (Swafford, Roman).***

***Board Member Ehman moved and Board Member Frank seconded the motion to approve the utilities payments as follows:***

***Vendor invoices that will be submitted to the Controller's Office on July 7th included \$6,140.59 from the Water Utility; and \$4,294.16 from the Wastewater Utility. Total Claims approved, \$10,434.75.***

***Motion carried, 5 ayes, 2 members absent, (Swafford, Roman).***

***Wire transfers and fees for the month of July 2014:***

***Board Member Ehman moved and Board Member Frank seconded the motion to approve the wire transfers and fees for the month of July in the amount of \$308,442.91.***

***Motion carried, 5 ayes, 2 members absent, (Swafford, Roman).***

**REQUEST FOR APPROVAL OF COMPLIANCE SCHEDULE FOR INDIANA METAL CRAFT:**

Pretreatment Coordinator Roberts presented this request. Indiana Metal Craft is a metal finisher, who also forms copper casting. In December, they were completing sampling for their pretreatment permit and found Ph violation on the lower side. Their limits are 5-10 and they were around 4. When staff learned of this, they required the company to implement twice daily monitoring, and they have been doing so. In February, staff analyzed the frequency of violations and the requirements as they were, and requested a compliance schedule within 45 days. The company submitted that in May and Ms. Roberts has been assisting them in securing an engineer and a plan for remedy. Initially, they

planned to install a new rinse tank where the violation occurred. If this does not completely eliminate the violations, they may treat with sodium hydroxide, with the installation of a Ph monitoring system.

Board Member Ehman asked Ms. Roberts what her level of confidence is that they will need to adjust the Ph process. Ms. Roberts could not fully speculate regarding the engineering effort, but was optimistic. She added that water usage would be decreased as well with the proposed changes. There may be times they would have to treat the water and minimize drag-out. Mr. Ehman asked if the inflows into our system have been noticed, and Ms. Roberts stated their water usage is so low this has not resulted in a great impact on our system. They have done a good job of capturing much of the water and discharge minimally, maybe 3,000 gallons per day.

***Board Member Ehman moved and Board Member Frank seconded the motion to approve the compliance schedule for Indiana Metal Craft***

***Motion carried, 5 ayes, 2 members absent, (Swafford, Roman).***

#### **OLD BUSINESS:**

Director Murphy wished to alert the board to a conversation with Mr. Mark Schmitter from Washington Township Water Company, with whom we discussed a letter of intent to IDEM. IDEM has asked him for a copy of the proposed contract. Mr. Murphy consulted the legal department and felt the letter of intent should suffice. A conversation with IDEM will be coordinated, as it seems premature to present a contract before Washington Township Water transitions to a water authority as planned.

Also, Southern Monroe Water Company has an upcoming board meeting and will return to CBU after reviewing the revised contract before them.

Board Member Ehman asked whether the term of the contract had been revised as discussed, and Mr. Murphy confirmed it was written for 20 years. A maximum usage of 1 million gallons had also been incorporated into it, per the last discussion. Their current usage is well below that. Mr. Ehman asked if staff could e-mail the board the exact usage, and staff agreed.

#### **NEW BUSINESS:**

N/A

#### **SUBCOMMITTEE REPORTS:**

N/A

#### **STAFF REPORTS:**

Deputy Director Langley reported that a new superintendent has been hired for the Dillman Road Wastewater Treatment Plant. Garrett Towell comes from Bynum Fanyo, Inc. with ten years of operations and management experience. He was a call-in operator for a while for Dillman Road and so is familiar with the facility. Mr. Langley is confident he will be a great addition.

Two members of the Labor Management Committee sat in on the interviews and Mr. Langley felt that was a fruitful process. Six candidates were interviewed, and Mr. Towell stood out. There will be an opportunity for over three weeks of overlap with current superintendent Steve Drake. Mr. Drake feels confident the overlap will provide a seamless transition.

Director Murphy reported that the new superintendent at Monroe Water Treatment Plant has started, working with the outgoing person. They are both currently engaged in interviewing for three operators. All three of those outgoing employees have WT-5 licenses. At the water plant, a WT-5 has to be present at any given time, unlike the wastewater plants. This is a large gap to fill.

**PETITIONS AND COMMUNICATIONS:**

N/A

**ADJOURNMENT:**

The meeting was adjourned at 5:21 p.m.

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**Julie Roberts, Vice President**