

## UTILITIES SERVICE BOARD MEETING

November 3rd, 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 President Swafford called the regular meeting of the Utilities Service Board to order at 5:01 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: Tom Swafford, Jim Sims, Sam Frank, Jeff Ehman, Jason Banach, and Tim Mayer, Ex-Officio. Staff members present: Patrick Murphy, Michael Horstman, Tom Axsom, Jon Callahan, and Phil Peden.

### MINUTES

***Board Member Ehman moved and Board Member Frank seconded the motion to approve the minutes of the October 20th meeting. Motion carried, 5 ayes, 2 member absent, (Roberts, 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 November 7th included \$99,250.23 from the Water Utility; \$124,894.39 from the Wastewater Utility; and \$6,506.92 from the Stormwater Utility. Total Claims approved, \$230,651.54.***

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

Board Member Ehman inquired about the claim to Monroe County Government, BC14-188, "Refund payment applied to Ivy Tech accounts in error". Assistant Director of Finance Horstman explained that CBU received a check from Ivy Tech which was intended for their county stormwater fee payment. It was erroneously applied to their CBU account. CBU agreed to refund it directly to the county.

Mr. Ehman also inquired about a claim to Online Resources, BC14-165, "Refund for payment made in error on account #038154000" in the amount of \$61.76. Mr. Horstman explained that we routinely get batch payments from this collection agency and sometimes we receive incorrect ones among them, meant for another location, etc. This is a refund of one such.

Board Member Sims asked about the claims to the City of Bloomington for fleet related charges. There is one titled "OCT 2014 - Set rate for vehicle parts & repairs" in the amount of \$26,940.00 and one titled "Fuel 9/2014 - Fuel charges for all utilities vehicles" in the amount of \$15,744.18. He asked if there was an itemized list for these vehicles and charges. Mr. Horstman replied affirmatively and explained that the set rate applies evenly across all city vehicles, and is based on usage from the prior year. This rate is what supports Fleet Services and all its components.

Director Murphy added that the most recent Controller had begun looking into allocating costs according to actual needs and usage. He is unsure if new Controller will continue towards this change.

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

**Board Member Ehman moved and Board Member Frank seconded the motion to approve the wire transfers and fees for the month of October in the amount of \$299,351.17.**

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

**OLD BUSINESS:**

N/A

**NEW BUSINESS:**

N/A

**SUBCOMMITTEE REPORTS:**

N/A

**STAFF REPORTS:**

Director Murphy previewed some communication with a couple of local homeowner associations with concerns over infrastructure and responsibility. Peppergrass and Sunflower's associations are two currently seeking clarification on some questions. Mr. Murphy will continue working towards a resolution, but may need a subcommittee's review in the near future.

Mr. Murphy detailed the recent main break on 3rd Street, near College Mall Road. It started at 9am and we had the valves closed at 10:50am. During those two hours, the Redbud Tank and East Tank fell respectively 8.24 feet and 7.9 feet, which is estimated to cost 736,000 gallons of water. It was a 12" main split nearly end to end. AT&T had infrastructure there, too and we cooperated with them in working. It was a chaotic scene, with traffic backed up. By 7pm, the road was fixed with traffic traveling over it. Mr. Murphy recalls past main breaks where large amounts of waters were lost, and he reflected on how the recent water plant expansion project has brought a great deal of flexibility, reliability, and security to the community.

President Swafford thanked the crews who worked so promptly and diligently on that event.

Mr. Swafford also announced the retirement of Mr. Horstman, Assistant Director of Finance, effective December 1st. Mr. Swafford thanked Mr. Horstman for his years of service and hopes he enjoys his retirement.

**PETITIONS AND COMMUNICATIONS:**

N/A

**ADJOURNMENT:**

The meeting was adjourned at 5:13 p.m.

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**L. Thomas Swafford, President**