

UTILITIES SERVICE BOARD MEETING

November 17th, 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, and Tom Micuda, Ex-Officio. Staff members present: Patrick Murphy, Michael Horstman, John Langley, Tom Axsom, Mike Bengtson, Jon Callahan, Rachel Atz, Nolan Hendon, and Joe Collins.

MINUTES

Board Member Sims moved and Board Member Ehman seconded the motion to approve the minutes of the November 3rd meeting. Motion carried, 4 ayes, 3 members absent, (Swafford, Roman, Banach).

CLAIMS

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

Vendor invoices submitted to the Controller's Office on November 21st included \$84,680.89 from the Water Utility; \$82,225.53 from the Wastewater Utility; and \$7,860.89 from the Stormwater Utility. Total Claims approved, \$174,767.31.

Motion carried, 4 ayes, 3 members absent, (Swafford, Roman, Banach).

Board Member Ehman referred to the claim to Goldstreet Design Agency, for "commercial FOG (fats, oils, and grease) brochures for FSEs/residential bill inserts" which he received in his most recent CBU bill. He felt the brochure was concise and helpful, and commended staff for putting those together for the public.

Board Member Sims requested explanation on the numerous claims to American Water Works Association for membership renewals. Deputy Director Langley informed that AWWA is out industry trade group, which holds an annual conference. Several employees attend technical sessions of the conference, and receive continuing education credits for those.

Mr. Sims also inquired as to the claims to the State of Indiana for audit services, and Director Murphy informed that those are for the annual audit conducted by the State Board of Accounts. They bill CBU for that service.

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

Vendor invoices that will be submitted to the Controller's Office on November 17th included \$200,502.00 from the Water Utility. Total Claims approved, \$200,502.00.

Motion carried, 4 ayes, 3 members absent, (Swafford, Roman, Banach).

Board Member Sims moved and Board Member Ehman seconded the motion to approve the Utility bill payments as follows:

Utility bills submitted to the Controller's Office on October 31st included \$6,295.17 from the Water Utility; and \$85,015.34 from the Wastewater Utility. Total Claims approved, \$91,310.51.

Motion carried, 4 ayes, 3 members absent, (Swafford, Roman, Banach).

Board Member Sims moved and Board Member Ehman seconded the motion to approve the Utility bill payments as follows:

Utility bills submitted to the Controller's Office on November 18th included \$98,538.92 from the Water Utility; and \$9,936.70 from the Wastewater Utility. Total Claims approved, \$108,475.62.

Motion carried, 4 ayes, 3 members absent, (Swafford, Roman, Banach).

Board Member Sims moved and Board Member Ehman seconded the motion to approve the customer refunds as follows:

Customer refunds submitted to the Controller's Office on November 21st included \$45.02 from the Water Utility; and \$466.99 from the Wastewater Utility. Total Claims approved, \$512.01

Motion carried, 4 ayes, 3 members absent, (Swafford, Roman, Banach).

Wire transfers and fees for the month of October 2014:

Board Member Sims moved and Board Member Ehman seconded the motion to approve the wire transfers and fees for the month of October in the amount of \$377,148.21.

Motion carried, 4 ayes, 3 members absent, (Swafford, Roman, Banach).

REVIEW OF INACTIVE ACCOUNTS:

Assistant Director of Finance Horstman brought forward a request to expense uncollectible accounts in both water and wastewater funds. Mr. Horstman read into the record:

In accordance with the Indiana Code section 36-9-23-33 subsection (1), the Utilities staff would like to expense 389 uncollectible accounts that are at least 90 days overdue with an outstanding balance of less than \$40. The total dollar value to be written off is \$7,085.46. This section of the Indiana Code allows for a board to write-off a wastewater fee or penalty that is less than forty dollars.

Pursuant to the resolution passed by the Utilities Service Board on October 29, 2007, the Utilities staff would like to expense 408 uncollectible water accounts that are at least 90 days overdue with an outstanding balance of less than \$40. The dollar value to be written-off is \$6,904.16.

Board Member Sims moved and Board Member Ehman seconded the motion to approve the approval of expensing uncollectible accounts..

Motion carried, 4 ayes, 3 members absent, (Swafford, Roman, Banach).

OLD BUSINESS:

N/A

NEW BUSINESS:

N/A

SUBCOMMITTEE REPORTS:

No reports. Deputy Director Langley would like to call a meeting of the Property and Planning subcommittee at the next meeting in order to review a petition for a requested encroachment on property owned near Lake Lemon in Brown County. Mr. Langley is preparing a map identifying all the property CBU owns around the lake.

STAFF REPORTS:

Vice President Roberts congratulated Assistant Director of Finance Horstman on his retirement, and offered congratulations to Efrat Feferman on accepting the position.

PETITIONS AND COMMUNICATIONS:

N/A

ADJOURNMENT:

The meeting was adjourned at 5:08 p.m.

Julie Roberts, Vice President