

UTILITIES SERVICE BOARD MEETING
5/5/2025

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CALL TO ORDER

Board President Debro called the regular meeting of the Utilities Service Board to order at 5:00 p.m. The meeting took place in the Utilities Service Boardroom at the City of Bloomington Utilities Service Center, 600 East Miller Drive, Bloomington, Indiana.

Board members present: Megan Parmenter, Amanda Burnham, Kirk White, Jim Sherman, Seth Debro, Matt Flaherty, Jeff Ehman, Molly Stewart

Board members absent: David Hittle

Staff present: Kat Zaiger, Matt Havey, James Hall, Phil Peden, Hector Ortiz Sanchez, Chris Wheeler, Joel Pontius, Nancy Axsom, Dan Hudson, Mark Menefee, Jay Ramey, Kelsey Thetonia, Mark Menefee, Daniel Frank

Guests present: Mayor Kerry Thomson, Deputy Mayor Gretchen Knapp

PETITIONS AND COMMUNICATIONS: None

MINUTES

Board Vice President White moved, and Board member Burnham seconded the motion to approve the minutes of the 4/21/2025. Motion carried, seven ayes.

CLAIMS

Standard Invoices Questions/Notes

White recused himself from the charges from Indiana University on page 5: UABL25-16 for Indiana University. Board member Parmenter requested a brief report on charges associated with INAWWA 2025 Operators Expo South. CBU Director - Zaiger advised that this is related to an operator expo that provides the opportunity to interact with new technologies, learn new techniques, and network with other operators. Parmenter questioned the charges for custom flags and swivel hooks. Havey was uncertain about the specifics of the flags. Board member Ehman noted that charges to this vendor are usually used for flag purchases. Burnham questioned if Cintas was billing quarterly, or if something happened with the billing. CBU Assistant Director - Finance - Havey advised that when the account was recently updated that billing address was set to a hospital in Georgia in error. CBU reached out to the vendor multiple times before the billing was corrected and these invoices include all the charges during that period. Burnham noted vehicle purchases on page, and also noted a later resolution for the scrapping of other vehicles and questioned if the vehicles being purchased are replacements. Havey confirmed. Ehman noted the charge accounts on the vehicles were split differently. Havey confirmed and advised it was in error and has already been corrected. Debro noted a \$15,000 difference in the value of the vehicles and questioned if that was related to the specifications of each vehicle. Havey confirmed.

White moved, and Board member Sherman seconded the motion to approve the Standard Invoices:

Invoices included \$275,256.26 from the Water Fund, \$6,282.50 from the Water Construction Fund, \$249,958.23 from the Wastewater Fund, \$435,072.91 from Wastewater Construction Fund, and \$27,863.19 from the Stormwater Fund.

Motion carried - seven ayes. Total claims approved: \$994,433.09.

White moved, and Sherman seconded the motion to approve the Utility Bills:

Invoices included \$6,628.64 from the Water Fund, \$8,881.97 from the Wastewater Fund, and \$795.69 from the Stormwater Fund.

Motion carried - seven ayes. Total claims approved: \$16,306.30.

Wire Transfer Questions

Parmenter noted the \$2,077.95 charge for Credit Card Fees and questioned if this would be the last time there would be charges related to CC fees. Havey advised that this was related to an error made by Tyler in which payments were made but they communicated to customers that they did not go through and customers double paid. The charges shown are related to the reimbursements for this double charge.

White moved, and Sherman seconded the motion to approve the Wire Transfers, Fees, and Payroll for \$606,540.57. Motion carried - seven ayes.

White moved, and Sherman seconded the motion to approve the Customer

Refunds: Customer Refunds included \$77.55 from the Water Fund and \$3,570.99 from the Wastewater Fund.

Motion carried - seven ayes. Total refunds approved: \$3,648.54

Special Check Run Questions

Parmenter questioned the charges. Havey advised that these are stormwater fees and taxes for CBU assets located in Monroe County.

White moved, and Sherman seconded the motion to approve the Special Check Run - Stormwater Fees/Taxes: Customer Refunds included \$5,300.16 from the Water Fund and \$12,086.16 from the Wastewater Fund.

Motion carried - seven ayes. Total refunds approved: \$17,386.32

CONSENT AGENDA

Zaiger presented the following items recommended by staff for approval:

- a. Crowe, LLP, \$22,000.00, Wastewater Rate Case
- b. Hollers Welding, LLC, \$20,000.00, On call agreement for welding services
- c. Koorsen Fire & Security, \$3,054.00, Equipment inspections at Utilities Service Center
- d. Electric Plus, Inc., \$1,520.00, Electrical wiring for two press pilot projects at Blucher Poole
- e. Electric Plus, Inc., \$5,920.00, Remove and replace variable frequency drive at Dillman Waste Plant

- f. JDH Contracting, 7,285.00, Repair of communication line at Monroe Water Treatment Plant

Consent Agenda items were approved as presented. Total approved: \$59,779.00

REQUEST APPROVAL OF AMENDMENT TO THE CITY OF BLOOMINGTON UTILITIES RULES AND REGULATIONS - SECTION 4.8 - SUMMER WASTEWATER RATES

Havey presented the amendment, noting that in November of 2024 CBU updated the policy to apply summer waste water averaging to May, June, July, and August. After concerns were raised by members of the public the USB requested water usage data, which staff provided and it was determined that the averaging period should be returned to the original June, July, August, and September period, and this revision makes that change. Sherman questioned if March and April would make a better averaging period since May usage is higher. Ehman questioned if the two periods need to be consecutive, and if not, suggested using March and April as well. Havey advised that it is currently written that way in the Rules and Regulations, but it could be looked into as an option. CBU Project Coordinator - Axsom advised that while May usage may skew usage slightly higher, but using March which is potentially a zero usage due to this period still being in the 'snow bird' season, would skew the averaging much lower. Shermans accepted the assessment and agreed that the averaging period should remain in April and May.

White moved, Sherman seconded to approve the amendment to Section 4.8 of CBU Rules and Regulations. Motion carried - seven ayes.

REQUEST APPROVAL OF RESOLUTION 2025-07 TO DESIGNATE SURPLUS PROPERTY FOR DISPOSAL

Havey presented the resolution, noting that the items listed are obsolete or no longer functioning and actively being replaced.

White moved, Sherman seconded to approve Resolution 2025-07. Motion carried - seven ayes.

REQUEST APPROVAL OF SEWER MAIN EXTENSION AGREEMENT FOR ARLINGTON ROAD APARTMENTS

Axsom presented the agreement, noting that this is a sewer main extension required for the Arlington Road Apartments. The sewer main will extend from the roundabout at 17th and Monroe to their property located to the north. Arlington Road Apartments will provide the final determination of cost for the extension and that will become the asset value of the sewer main once they sign the rights for the pipe over to CBU. Arlington Road Apartments will also carry a bond for that cost for a year to serve as a warranty for the sewer main. Burnham questioned if this sewer main extension was located inside city limits. Axsom confirmed. White questioned if this extension is being performed because there is no availability for connection in the area of the development. Axsom confirmed and noted that extensions such as this are typically performed by the developer and transferred over to CBU once the project is completed.

White moved, Sherman seconded to approve the Sewer Main Extension for Arlington Road Apartments. Motion carried - seven ayes.

REQUEST APPROVAL OF WATER MAIN EXTENSION AGREEMENT FOR REALAMERICA DEVELOPMENT

Axson presented the agreement, noting that it is for The Retreat at South Walnut. This project has the same details as the previous agreement, but is for a water main, rather than sewer.

White moved, Sherman seconded to approve the Sewer Main Extension for Arlington Road Apartments. Motion carried - seven ayes.

OLD BUSINESS: None

NEW BUSINESS: City of Bloomington Mayor - Thomson discussed the potential use of a portion of the Winston Thomas property for additional municipal purposes beyond the potential new CBU Service Center. Since CBU needs will only occupy part of the site, the city is interested in allocating some of the remaining land for Department of Public Works (DPW) facilities. The idea stems from a broader assessment of citywide needs, especially the poor conditions at current public works locations, such as substandard break rooms for streets and fleet crews. Though no concrete plans are in place yet, Winston Thomas is being seriously considered due to its size, suitability, and proximity to other city services like sanitation and animal control. City of Bloomington Deputy Mayor - Knapp emphasized the longstanding need for improved DPW facilities, noting that discussions date back to 2017. She highlighted the poor and unsafe conditions of current facilities, especially for the Fleet and Street divisions. Fleet operates in an outdated space lacking basic infrastructure, such as service pits, and struggles to maintain large city vehicles—including fire trucks and electric vehicles—under cramped and inefficient conditions. The Street department is housed in a building deemed obsolete by the Parks Department, with staff working overnight in inadequate spaces, including rooms with leaking roofs. The delay in progress was partly due to awaiting decisions on the potential expansion of the CBU-owned Winston Thomas property. Knapp noted there is a push to allow DPW to hire consultants and develop a clear plan for a new, modern, and efficient facility. Knapp also noted the potential for shared resources with CBU, such as joint storage for costly equipment, and emphasized that repurposing current DPW and CBU Service Center land for higher uses like housing could bring additional value to the city. Sherman questioned if there were any financial considerations for the city using CBU property for its infrastructure. Knapp advised that it could be part of the city's exploration of the project once it is determined how much space the DPW facilities would need. Knapp also noted that a similar situation exists with the current Service Center since CBU owns the building, but the city owns the property it is located on. Along with this, there is also work that would need to be completed on the Winston Thomas Property to make the land buildable that CBU will likely invest in now and recouping those expenses would also be a part of any arrangement between the city and CBU. White expressed strong support for exploring collaborative uses of city-owned assets, particularly regarding the Winston Thomas property, acknowledging that DPW's current facilities have long been inadequate and noted that plans for a new CBU Service Center are already in place. White noted that it was previously assumed Public Works and Fleet would move into the current CBU Service Center, there was uncertainty about whether the city was interested. White added that the main concern had been ensuring that ratepayers would receive fair value if the existing property were sold to fund the move. However, the discussion introduced a new perspective: the

significant potential of the current site for future housing development. White expressed interest in studying the opportunity more closely. Thomson recognized that there are many discussions that will need to take place regarding this project and added that there was no expectation of a decision during the meeting, this presentation was simply meant to start the discussion and gauge the USB's interest, and hear feedback regarding where the USB would like the Office of the Mayor (OOM) to dig deeper into the specifics of this proposal. Sherman requested the USB schedule a Property and Planning Subcommittee meeting to further discuss the proposal. White noted that another possibility would be CBU taking over the facilities of DPW if that department were to move to the Winston Thomas site. Wheeler noted that CBU does not own the property on which the CBU Service Center is currently located. Ehman thanked the OOM for attending the meeting to provide the presentation. Thomson expressed an openness to discuss the topic further and Knapp emphasised that the focus of OOM is for DPW to be able to hire the consultant to assess their needs and determine if the Winston Thomas site would be an option for a future DPW facility. Parmenter noted that the building plans that CBU has already acquired were not designed with the sharing of facilities in mind, which may create issues. Parmenter added that CBU is currently awaiting the latest Water Rate Case, but once that is received a decision on this matter would likely be made quickly. Parmenter noted a map provided at the meeting which displayed the Winston Thomas site and the proposed CBU Service Center and questioned where the DPW facilities would likely be located. Zaiger advised that CBU is currently seeking a Letter of Map Amendment (LOMA) or Letter of Map Revision (LOMR) which will open up 10 acres of developable land that CBU doesn't currently have plans for. Board member Stewart questioned how a LOMA differs from the current No-Rise certification. Zaiger advised that the No-Rise certification does not allow for the construction of buildings, so in order to make the property open for development a LOMA or LOMR is required to revise the current floodway and CBU has current hydrological data to support this area be removed from the floodplain. Parmenter questioned if the proposed CBU Service Center site was ready for development. Zaiger confirmed. Ehman requested that CBU confirm that there are no potential future needs for the property that are not currently being considered. Zaiger noted that on the current map, there are areas that are currently earmarked for future CBU growth. Debro requested a Property & Planning Subcommittee be scheduled for June 2nd at 4:00 pm to further discuss this issue.

SUBCOMMITTEE REPORT: None

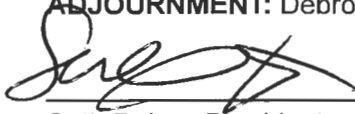
STAFF REPORTS:

Zaiger presented the following:

- Micah Cole has joined the Communications team as our latest Operator
- Carson Swofford has earned his Certified Pre-Treatment Coordinator (CPC) through the Indiana Water & Environmental Association (IWEA)

PETITIONS AND COMMUNICATIONS: None

ADJOURNMENT: Debro adjourned the meeting at 5:46 pm



Seth Debro, President

5/19/2025

Date