

## UTILITIES SERVICE BOARD MEETING

03/28/2022

*Utilities Service Board meetings are available at CATSTV.net.*

### CALL TO ORDER

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

**Board members present:** Amanda Burnham, Jean Capler, Seth Debro, Jeff Ehman, Megan Parmenter, Jim Sherman, Kirk White, Scott Robinson (ex officio)

**Staff present:** Tom Axsom, Jane Fleig, Liberty Flora, Dan Hudson, Vic Kelson, Holly McLauchlin, Laura Pettit, Brandon Prince, Cindy Shaw, LaTreana Teague, Chris Wheeler

**Guests present:** Craig Lotz, Jennifer Wilson

### MINUTES

***Board member White moved, and Board Member Debro seconded the motion to approve the minutes of the March 10 meeting. Motion carried, seven ayes.***

### AMEND AGENDA

***White moved, and Burnham seconded the motion to amend the agenda to move item 13, Recommendation of Resolution 2022-02, to item 3. Motion carried, seven ayes.***

### REQUEST FOR RECOMMENDATION OF RESOLUTION 2022-02 FOR THE WATER RATE ADJUSTMENT COMPLIANT WITH INDIANA CODE 8-1-2-4.2

***The Finance subcommittee unanimously approved the Resolution to be presented to the Board.***

### REQUEST FOR APPROVAL OF RESOLUTION 2022-02: APPROVAL AND RECOMMENDATION OF ORDINANCE 22-12 AUTHORIZING WATERWORKS UTILITY RATE ADJUSTMENT

The Indiana State Legislature recently passed LC. 8-1-2-4.2, which, among other things, repeals the utility receipts tax. The utility receipts tax was a tax imposed at a rate of 1.4% on gross receipts from all utility services consumed within Indiana. The repeal of this tax means that all utilities that are subject to this tax, which CBU is, and are under the jurisdiction of the IURC, which the CBU water utility is, must, not later than May 1, 2022, file with the IURC a rate adjustment that adjusts the water utility's rates and charges to reflect the repeal of the tax. Ordinance 22-12 would decrease the water utilities' water rates by 1.16%.

***The Finance Subcommittee moved and seconded the motion to approve Resolution 2022-02. Motion carried, seven ayes.***

## CLAIMS

***Burnham moved, and Debro seconded the motion to approve the Standard Invoices:*** Vendor invoices submitted included \$289,174.43 from the Water Utility, \$881,284.59 from the Wastewater Utility, and \$10,313.96 from the Stormwater Utility.  
***Motion carried, seven ayes. Total claims approved, \$1,180,772.98.***

***Burnham moved, and Debro seconded the motion to approve the Utility Bills:*** Utility invoices submitted included \$9,045.14 from the Water Utility and \$17,387.56 from the Wastewater Utility.  
***Motion carried, seven ayes. Total claims approved: \$26,432.70.***

***Burnham moved, and White seconded the motion to approve the Wire Transfers, Fees, and Payroll in the amount of \$372,549.62. Motion carried, seven ayes.***

***Burnham moved, and White seconded the motion to approve the Customer Refunds:*** Customer refunds submitted included \$1,213.20 from the Water Fund and \$3,658.82 from the Wastewater Fund.  
***Motion carried, seven ayes. Total claims approved: \$4,872.02.***

## CONSENT AGENDA

CBU Director Kelson presented the following items recommended by staff for approval:

- a. SSW Enterprises, LLC., \$8,000, On-call cleaning services at all CBU facilities
- b. Heflin Industries, Inc., \$4,322.63, Emergency repair of low service pump at Monroe WTP
- c. Commercial Service of Bloomington, Inc., \$17,000, Sump pump inspections
- d. Wessler Engineering, Inc., \$0, First Amendment to extend the life of the agreement for the SCADA Test-bed and Change Management System
- e. Crowe, LLC., \$9,000, Consulting services and analysis for a new water rate adjustment

**The Board requested Staff remove item C from the Consent Agenda for separate consideration. Total agreements approved: \$21,322.63.**

## REQUEST FOR APPROVAL OF AGREEMENT WITH COMMERCIAL SERVICE OF BLOOMINGTON, INC.

CBU Environmental Programs Coordinator, Flora, presented an agreement for sump pump inspections in homes in which the homeowner indicated that their sump pump is connected incorrectly to the sanitary sewer or the connection is unknown.

The agreement is not-to-exceed \$17,000.

***White moved, Burnham seconded the motion to approve the agreement with Commercial Service of Bloomington, Inc. Motion carried, seven ayes.***

## BID OPENING – PUBLIC INVITATION TO BID – VEHICLES

There were no submissions for the vehicles bids.

## **BID OPENING – MONROE WTP RESIDUALS DEWATERING IMPROVEMENTS**

CBU Capital Projects Manager Hudson received and opened two bids for the Monroe WTP Residual Dewatering Improvements.

Thieneman Construction, Inc. submitted a bid with a lump sum of \$2,253,000.00

Mitchell and Stark Construction Co., Inc. submitted a bid with a lump sum of \$2,200,000.00

The engineer's estimate for the project was \$2,835,000.00. CBU staff plans to review the bids and bring their recommendations to the Board for approval at the next meeting.

## **Request for Approval of Agreement with Reed and Sons Construction, Inc.**

CBU Engineer Fleig presented an agreement with Reed and Sons Construction, Inc. for the W. Fountain Dr. Water Main Replacement Project. The agreement is not to exceed \$312,810.00. *Burnham moved, and Debro seconded the motion to approve the agreement with Reed and Sons Construction, Inc. Motion carried, seven ayes.*

## **Request for Approval of a Third Amendment to the Agreement with Greeley and Hanson, LLC.**

CBU Assistant Director of Engineering - Schroeder presented an amendment for additional design, bid, and construction phase services for the Dillman WWTP Capacity Expansion. As a result, this agreement has an increase of \$159,000.00, bringing the total contract amount to \$3,939,000.00.

*Burnham moved, and Debro seconded the motion to approve the agreement with Greeley and Hanson, LLC. Motion carried, seven ayes.*

## **REQUEST FOR APPROVAL OF AGREEMENT WITH COMMONWEALTH ENGINEERS, INC.**

Hudson presented an agreement for an engineering study on the sanitary lift stations. Some work includes a cost estimate and feasibility study to install a portable generator and remove a lift station from the police station. CBU plans to apply for the State Water Infrastructure Fund to help reduce costs.

*Burnham moved, White seconded the motion to approve the agreement with Commonwealth Engineers, Inc. Motion carried, seven ayes.*

## **REQUEST FOR APPROVAL OF AGREEMENT WITH WOOD ENVIRONMENT & INFRASTRUCTURE SOLUTIONS, INC.**

*Burnham moved, Capler seconded the motion to table the agreement until the next USB meeting. Motion carried, seven ayes.*

**OLD BUSINESS:** None

**NEW BUSINESS:** None

**SUBCOMMITTEE REPORTS:** None

**STAFF REPORTS:**

Kelson gave the following personnel announcements:

- Laura Pettit, Assistant Director of Finance, is leaving CBU
- Pascal Sloman, a new employee in Environmental TPT Flushing Crew
- Kathy Powell, Meter Operations Coordinator in T&D
- Jay Ramey, Senior Project Coordinator in Engineering

Kelson and staff traveled to Fort Wayne City Utilities to observe their operations.

**PETITIONS AND COMMUNICATIONS:** None

**ADJOURNMENT:** Parmenter moved to adjourn; the meeting adjourned at 5:53 p.m.

---

Jeff Ehman, President

---

Date