

UTILITIES SERVICE BOARD MEETING

06/06/2022

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 via Zoom and 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, Jim Sherman, Scott Robinson.

Board members absent: Megan Parmenter, Kirk White, Jim Sims

Staff present: Nancy Axsom, Tom Axsom, Jane Fleig, James Hall, Dan Hudson, Vic Kelson, Holly McLauchlin, Brad Schroeder, LaTreana Teague, Michelle Waldon, Chris Wheeler.

MINUTES

Board member Burnham moved, and Board Member Debro seconded the motion to approve the minutes of the May 23rd meeting. Motion carried, five ayes.

CLAIMS

Burnham moved, and Debro seconded the motion to approve the Standard Invoices: Vendor invoices included \$306,931.67 from the Water Utility, \$617,987.06 from the Wastewater Utility, \$45,997.79 from the Stormwater Utility, and \$695,667.88 from the Stormwater Construction Fund.

Motion carried, five ayes. Total claims approved: \$1,666,584.40.

Burnham moved, and Debro seconded the motion to approve the Utility Bills:

Utility invoices included \$70,504.31 from the Water Utility and \$119,388.92 from the Wastewater Utility.

Motion carried, five ayes. Total claims approved: \$189,893.23.

Burnham moved, and Debro seconded the motion to approve the Wire Transfers, Fees, and Payroll in the amount of \$475,996.87. Motion carried, five ayes.

Burnham moved, and Debro seconded the motion to approve the Customer Refunds: Customer refunds included \$39.48 from the Water Fund and \$5,176.62 from the Wastewater Fund.

Burnham asked if we are still loaning out hydrant meters?

Kelson answered we have been working on a hydrant meter program. Customers can purchase water at the water station. Hydrant meters get lost or broken, and we cannot get regular readings from customers. Burnham asked if the refunds were based on the new system. Kelson answered they might be refunds from returns from old ones.

Burnham asked what valve actuators are?

Kelson answered that it is a mechanical device that opens or closes a valve.

Motion carried, five ayes. Total refunds approved: \$5,216.10.

CONSENT AGENDA

- a. Electric Plus, Inc., \$4,975.00, Lighting upgrades at Monroe WTP
- b. Mid-Valley Supply, Co., \$6,372.00, new nte: \$10,832.00, First amendment to expand scope of work to include installation of gaskets and spill buckets at Dillman WWTP and extend the contract expiration date.
- c. Utiliz, LLC., \$5,000.00, Predictive analysis modeling of the water distribution system.
- d. Eco-Logic, LLC., \$3,512.92, new nte: \$26,012.92, First amendment includes additional monitoring and maintenance of plant life installed as part of the Weimer Dam Deconstruction Project.
- e. BBC Pump and Equipment Co. Inc., \$6,500.00, Labor and seal materials for raw influent pump #4 at Blucher Poole WWTP.
- f. City of Bloomington Public Works Department, (\$10,000.00), Payment to CBU for cost-sharing on street sweeping study.
- g. Building Associates, Inc., \$21,797.02, new nte: \$1,309,094.62, Extend scope of work on roof replacement project at Dillman.
- h. Control Freaks Consulting, LLC., \$4,977.00, Activated sludge controller installation at Blucher Poole WWTP.
- i. BBC Pump and Equipment Co., Inc., \$4,989.00, Maintenance on low service pump #4 at Monroe WTP.
- j. Electric Plus, Inc., \$9,812.00, Chemical building improvements at Dillman WWTP

As no items were removed from the Consent Agenda by the Board, the agreements were approved. Total contracts approved: \$57,934.94.

REQUEST FOR APPROVAL OF AN AGREEMENT WITH KMP HYDRANT SERVICES, LLC.

CBU Project Coordinator, Nancy Axsom, presented the Board with an amendment to add an option for a two-year renewal without any changes to the contract. KMP Hydrant Services bid under those circumstances, but when we went to renew the contract for this year, we noticed the renewal language was not in the contract.

Ehman asked if the renewal was at the same \$130,000/year rate?

Axsom answered yes, it is the same amount. They have to agree not to make any changes, and it has to stay the same as the first year's contract.

Burnham moved, and Debro seconded the motion to approve the agreement with KMP Hydrant Services, LLC. Motion carried, five ayes.

REQUEST FOR APPROVAL OF AN AGREEMENT WITH SOMO DEVELOPMENT COMPANY, LLC.

Nancy Axsom presented an agreement for water and sewer extension revenue allowance refunds. The IURC added sewer to its area of oversight. It is a reimbursement to the contractor/developer for an asset value. When they turn the main over to us, we pay back to them an amount of the revenue we get from that for the next three years.

Capler asked, in section 2.6 of the agreement, says no remonstrance against any future customers?

Axson said it refers to if a connection or extension code surpasses what they have installed, so we will pay them back some revenue allowance. In this example, there are 90 lots in this subdivision, so they will be reimbursed for those 90 lots. If someone new comes along and develops a neighborhood beyond this, they cannot argue against the extension. They will not be paid any money beyond their extension. The next people will get paid for their part.

Burnham moved, and Debro seconded the motion to approve the agreement with SOMO Development Company, LLC. Motion carried, five ayes.

REQUEST FOR APPROVAL OF AN AGREEMENT WITH CROWE, LLP.

CBU Finance Manager Waldon presented an agreement with Crowe for the process of looking at wastewater and stormwater rates for 2023.

Burnham asked if this is a group that we have traditionally used?

Waldon confirmed that it is.

Ehman asked, in terms of the deliverables, the new rates will be based on this study? Is that the one of the deliverables of the actual rates, or is that a subsequent contract?

Waldon said she believed that they would do the entire process.

Burnham moved, and Debro seconded the agreement with Crowe, LLC. Motion carried, five ayes.

REQUEST FOR APPROVAL OF AN AGREEMENT WITH POTOMAC ELECTRICAL SERVICES DBA ELECTRICAL MAINTENANCE AND TESTING

Assistant Director - Operations Tom Axson presented an agreement for the repair of magneblast breakers. Where the power first goes into the plants, that is where it goes into. They are a high voltage, so we have to have a special crew to do this.

Burnham asked for the reason for the replacement? Is it due to age?

Axson said it is due for repair due to age.

Ehman asked when we had the big power line with the affected outer coating. Is this in relation to that? Is it to change out the breakers as well as we are putting in the new lines?

Axson said, yes, it has not been done in some time. It should be done in a 3-5 year cycle.

Burnham moved, and Debro seconded to approve the agreement with Potomac Electrical Services. Motion carried, five ayes.

REQUEST FOR APPROVAL OF AN MOU WITH BLOOMINGTON IN PROPERTIES

City Attorney Wheeler presented an MOU to reach an agreement with a contract with a developer at 1800 N. Walnut St. There were negotiations during the design phase that the developer wanted to keep this particular main out of Walnut Street, and CBU agreed to do so and keep it up on their property and out of the street. They did more design changes and put up a large retaining wall that comes out onto that 24" main. At some point, we will need to get there to work on it and remove the wall, which could cause problems with the existing structure. So they will have to remove the main. They will have to put a new main out in the street so that it stays entirely out of their new construction. We will continue using the main while they are building the new main, and once it is built, we will use fill on the old one and leave it in place.

Sherman asked what the cost to CBU was.

Wheeler said there was none.

Capler asked, so they are paying for the cost of the workaround, and are we approving plans for that?

Wheeler said we have oversight of the project, and the infrastructure for water and sewer would be concerned. There will be reviews of the installation while it is going in, and there will be an inspection at its completion.

Ehman asked whether the construction would be complete by the end of August.

Wheeler said he did not think they could find the parts for the new main until after occupancy of the building began. So that is why we had to have the MOU say to go ahead and use the water service in the interim, and when you get the new main put into the street to do the workaround, we will do the fill and switch it over.

Ehman asked when we abandon a line, do we always fill it?

Wheeler said we have to do that; otherwise, we would have to dig it back out and tear down the retaining wall, potentially damaging the structure.

CBU Engineer Fleig said we do not always fill them. Sometimes we have left abandoned water mains in streets empty for potential future users such as communications. The abandoned main is underneath a retaining wall, so it has to be structurally sound.

Burnham moved, and Debro seconded the MOU with Bloomington IN Properties. Motion carried, five ayes.

OLD BUSINESS: None

NEW BUSINESS: None

SUBCOMMITTEE REPORTS: None

STAFF REPORTS:

Kelson reported an update of the Covid wastewater samples. 250 at Blucher Poole and 100 at Dillman.

The water bonds were successfully sold last week. We sold \$17.2 million in bonds in support of capital projects in waterworks. The bonds will close on June 23rd.

Brandon Prince, Assistant Director - T&D, has resigned from CBU. James Hall is serving as Interim A.D. of T&D.

Capler asked, since Brandon left, James is interim, and Laura Pettit, Assistant Director - Finance, who has also resigned recently, are we making any process towards filling that position?

Kelson said we are getting ready to advertise it. We searched, and we are going to be doing another go-around.

Capler asked, beyond these upper-level management positions, how are we doing in terms of retention of our front-line staff, our T&D employees, or if you can say how many openings we have and are we getting applications? I know it is a tough climate right now.

Kelson said it is a tough climate right now. We are not getting as many applicants as we are used to seeing. We did get a new hire in T&D last week, so we are seven people short in T&D; four laborers, a lineperson, and two in Meter Services. We are currently short-staffed there. At the plants, we have been successful in hiring at the plants; all of our Operator positions are filled now. In Finance, we still have two positions open and a couple of Purchasing positions open. Recruiting is slow; we have some positions advertised as open until filled, and we get a few applications open each week, but we have not been getting a lot of qualified applicants for some of the positions.

Capler asked you said there are seven positions open. How many is that out of total positions in T&D?

Kelson said there are 60-65 overall positions, including Meter Services. Basically, we are a crew short. Instead of eight crews, we have seven most days. It slows down projects, but we are not in a situation where emergencies are things we cannot deal with, but it does slow down projects.

Sherman asked if CBU is involved in the Sycamore Knolls project?

Fleig answered it is a stormwater project.

Kelson said they are replacing about 300 ft. of pipe, and they are about done.

PETITIONS AND COMMUNICATIONS: None

ADJOURNMENT: Burnham moved to adjourn; the meeting adjourned at 5:28 p.m.

Jeff Ehman, President

Date