

**UTILITIES SERVICE BOARD MEETING  
07/05/2022**

***Utilities Service Board meetings are recorded and are available at [catstv.net](http://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: Jeff Ehman, Amanda Burnham, Seth Debro, Megan Parmenter, Jim Sherman, and Kirk White.

Staff present: Vic Kelson, Michelle Waldon, Holly McLaughlin, Phil Peden, James Hall, and Tom Axsom.

**MINUTES**

***Approval of the minutes of the June 21 meeting, 6 ayes.***

**CLAIMS**

***Burnham moved and Debro seconded the motion to approve the standard claims as follows:*** Vendor invoices submitted included \$316,688.44 from Water O&M, \$10,000.00 from Water Construction, \$600.00 from Water Sinking Fund, \$217,988.18 from the Wastewater O&M, \$8,700.84 from Stormwater O&M, and \$1,082.55 from Stormwater Construction. ***Total Claims approved: \$555,060.01. Motion carried, 6 ayes.***

***Burnham moved and Debro seconded the motion to approve the utility claims as follows:*** Utility invoices submitted included \$53,652.99 from Water, and \$5,544.46 from Wastewater. ***Total Claims approved: \$59,197.45. Motion carried, 6 ayes.***

***Burnham moved and Debro seconded the motion to approve the wire transfers, fees, and payroll in the amount of \$368,521.14. Motion carried, 6 ayes.***

***Burnham moved and Debro seconded the motion to approve the Customer Refunds as follows:*** Refunds submitted included \$2,392.46 from Water and \$157.84 from Wastewater. ***Total Claims approved: \$2,550.30. Motion carried, 6 ayes.***

***Burnham moved and Debro seconded the motion to approve a Special Check Run for the Solar Panel Payment of \$225,358.04. Motion carried, 6 ayes.*** Sherman asked if the solar panels had produced a cost savings. CBU Director Kelson said he would have staff member Nolan Hendon give a report at the next meeting.

**CONSENT AGENDA**

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

- Mitchell & Stark, 3<sup>rd</sup> amendment extends completion date for Chemical Feed Improvements at Monroe WTP
- Heflin Industries, \$3,730.00, Backflow testing and maintenance at all three plants
- Holsapple Communications, \$4,000.00, new NTE: \$10,000.00, 1<sup>st</sup> amendment for additional time on PR services for Service Line Inventory Project

***As no items were removed from the Consent Agenda by the Board, the agreement was approved. Total contracts approved: \$7,730.00.***

**REQUEST FOR APPROVAL OF AGREEMENT WITH CHRISTOPHER BURKE ENGINEERING, LLC. – LAKE LEMON COFFER DAM DESIGN WORK – NTE: \$47,200.00**

CBU Engineer Peden presented an agreement which had not yet been approved by vendor, Controller, or Legal as is the norm, but CBU wants to make progress on this project and feels that the other approvals will be forthcoming. This agreement is for preliminary engineering design for coffer dams around the trestle at Shuffle

Creek on the southside of Lake Lemon so the footers are no longer inundated or damaged by water. The cost of the contract is \$47,200.00.

Ehman asked what is the need to do this now and how is the USB responsible for this work? Kelson responded that the City owns the lake and is contractually obligated to repair the railroad structures when they are damaged by the lake. The railroad has made repairs in the past - USB may recall that CBU paid about \$170,000 for some repairs 3-4 years ago. If completed, this project would protect the railroad and allow CBU to propose eliminating that portion of the contract which obligates us to repairs. CBU is proposing to take on the cost of the study, but all parties have been collecting data and conversing for several years and we're prepared now to move forward with a long-term solution.

The purpose of this study is to look into the design and cost of building the coffer dams, what approach could be taken, and what kinds of permitting would be required. Presumably this could be constructed with dredging spoils from Lake Lemon Conservancy District over time. Then, when the project was pursued, we would try to negotiate an arrangement between CBU, Lake Lemon Conservancy District, and the railroad as to not take on the whole project. The benefits of the lake are mostly to the people who live surrounding the lake; not as much to the City although the lake could potentially be an emergency source of water for a short period of time.

Sherman asked if CBU was optimistic that the railroad will go along with releasing the City from the contractual language to repair railroad property. Kelson responded that something must be done to repair the piers and all parties think coffer dams are the most cost effective solution. If the risk were eliminated, there would be no reason to continue that part of the contract.

White suggested that the contractor look at all uses and seasons of the lake and choose a time least disruptive to users. Peden says maybe when they lower the lake in the winter for dam maintenance would be a good time. Kelson reminded USB of a lake lowering which occurred a few years ago right after a large IU Rowing event; that was a project with Lake Lemon Conservancy District, IU, and CBU.

Ehman said that he looked up coffer dams and now understands that it's essentially a circular structure that excludes the water, further exposing the structure to air and helping to prevent degradation. Phil says there are different types and the study will determine what options best protect the entire column.

Ehman asked why the proposal would delineate wetlands without having the wetland be certifiable. Peden answered that regulatory research will help the next phase because they recognize each permit and what needs to be included in the design for the permit application which comes along with the final design.

***Sherman moved to approve the contract contingent on it getting signed by other parties and White seconded. Motion carried, 6 ayes.***

#### **REQUEST FOR APPROVAL OF RESOLUTION 2022-04 (SMART METER INSTALLATION BILLING ADJUSTMENTS)**

More than 25,000 meters were replaced at once during the AMI project. About half of our meters share a pit with another meter. CBU has found 47 cases where the meters were crossed; House A was connected to Meter B and House B was connected to Meter A.

Most of the time the difference between what a customer was billed and what they actually used is nominal, but there have been instances where there was a large adjustment due to a leak. Because of the crossed meter, CBU did not tell that customer they had a leak; our data was showing the neighbor had the leak.

It doesn't seem appropriate for CBU to simply tell someone you have to set up a payment plan for paying for water that we didn't tell you you were using. This resolution allows us to treat these as metering errors and simply waive this so the customer who paid too much over that period of time gets a refund and the customer that didn't pay the full amount during that time doesn't get billed for the offset.

So far, there have been \$10,000 in adjustments for the 47 instances that we've discovered in the 3 years since AMI installation began.

Burnham asked why a resolution is necessary. Kelson answered that the resolution clarifies CBU's actions for this scenario and shows that the Board approves of this approach. Normally, CBU always bills for all the water that goes through the meter.

Burnham asked how and where CBU discovers crossed meters. Kelson said it is during plumbing maintenance where the customer or CBU turned off the water at the meter numbered in our system for that address, but finds that water is still flowing to the house. They have been found all over the service area; not in any particular area. Customers who have reason to believe their meter is crossed should call the utility.

Sherman asked if CBU expects to find more; Kelson said it is probable. Sherman suggested a nice letter to notify the affected customers.

Burnham and Ehman suggested that CBU pursue reimbursement for these adjustments from the contractor who installed the AMI meters. Kelson said CBU and City Legal were looking into that.

Parmenter asked how this is prevented in new construction. New meters are installed by CBU and there is not the same volume pressure the contractors were facing.

Sherman asked how to get less notices from the AMI system, which is a matter of logging in to your account and setting a different threshold. He also asked if CBU is still doing the summer sewer average; the answer is yes.

***Burnham moved and Debro seconded the motion to approve the resolution. Motion carried, 6 ayes.***

**OLD BUSINESS:** None

**NEW BUSINESS:** None

**SUBCOMMITTEE REPORTS:** None

**STAFF REPORTS:** Kelson reports that the COVID sampling from June 26<sup>th</sup> shows 260 gene copies /100ml at Blucher Poole and a non-detect at Dillman. Both are down from the last sample on June 19<sup>th</sup>. CBU is exploring expanding this program both with a new faculty member at IU and another organization.

Crowe has begun financial analysis on sewer rate review. The largest capital improvement under consideration is completion of upgrades at the Dillman Road Wastewater Treatment Plant, including changes to the aerobic digesters. Ehman asked why aerobic as opposed to anaerobic; the study of the viability of anaerobic at Dillman discovered that the entire plant would need to be replumbed which would be \$30-40 million without increasing capacity. If there is an opportunity in CBU's future to install a new system where there were no existing digesters, CBU will look at anaerobic again because it may be cost effective with new construction.

The stormwater rate is also being reviewed to fund, among other things, new inlets upstream of the current Hidden River project. IU will be heavily involved because that stormwater infrastructure is adjacent to Franklin Hall, Von Lee, and IU parking as well as the bicycle shop and People's Park. CBU would like to pursue this project aggressively to help mitigate similar flooding that occurred on Kirkwood in June 2021. The target is to have rate cases to the USB in October and Council in November.

White asked how far the inlet goes southwest. This project would start at Dunn Meadow, move across Indiana Ave, behind Von Lee, and tie to the existing culvert at Kirkwood, near Peoples Park. White noted that it will be a challenge to work in that area.

**PETITIONS AND COMMUNICATIONS:** None

**ADJOURNMENT:** Burnham moved to adjourn; the meeting was adjourned at 5:43 p.m.

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Jeff Ehman, President

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DATE