

**UTILITIES SERVICE BOARD MEETING
08/29/2022**

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CALL TO ORDER

Board Vice President Burnham called the regular meeting of the Utilities Service Board to order at 5:01 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, Megan Parmenter, Jim Sherman, Kirk White, ex officio Scott Robinson, ex officio Jim Sims

Board members absent: Jeff Ehman

Staff present: James Hall, Matt Havey, Nolan Hendon, Dan Hudson, Vic Kelson, Phil Peden, LaTreana Teague, Chris Wheeler

MINUTES

Board member Capler moved, and Board Member White seconded the motion to approve the minutes of the August 15 meeting. Motion carried, six ayes.

CLAIMS

Capler moved, and Debro seconded the motion to approve the Standard Invoices:

Vendor invoices included \$302,575.53 from the Water Fund, \$297,611.35 from the Water Construction Fund, \$750.00 from the Water Sinking Fund, \$674,265.92 from the Wastewater Fund, \$750.00 from the Wastewater Sinking Fund, and \$19,360.57 from the Stormwater Fund.

Board member Parmenter asked for the difference between a Standard Invoices claim from EDF Inc. for Energy Services for Vectren, and a Utility Bills claim from Vectren with Centerpoint Energy for Indiana Gas Co. services. CBU Staff found that EDF Energy Services is a major natural gas supplier to large industrial customers and distributors. We can purchase natural gas from them at a discounted price and have it delivered through the local distributors. We are paying for a certain amount of gas from EDF and any additional gas from Vectren, plus the transmission and distribution line usage.

Motion carried, six ayes. Total claims approved: \$1,295,313.37.

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

Invoices included \$60,265.34 from the Water Fund and \$148,897.14 from the Wastewater Fund.

Motion carried, six ayes. Total claims approved: \$209,162.48.

Capler moved, and Debro seconded the motion to approve the Wire Transfers, Fees, and Payroll for \$363,054.06. Motion carried, six ayes.

Capler moved, and Debro seconded the motion to approve the Customer Refunds: Customer refunds included \$639.20 from the Wastewater Fund.

Motion carried, six ayes. Total refunds approved: \$639.20.

Capler moved, and Debro seconded the motion to approve the Special Check Run for payments to UniFirst:

Assistant Director - Finance Havey explained that there was an issue with getting invoices from the supplier. UniFirst delivered the invoices via email, but we could not see them all. Over time a few were paid, and some were not. The supplier never followed up about the missing payments.

Burnham asked if we were assessed any type of late fee. Havey answered no.

CONSENT AGENDA

- a. Indiana University, \$20,000.00, MOU for Union Street Stormwater Improvements
- b. Harrell-Fish, Inc., \$10,950.00, Exhaust fan upgrade at Blucher Poole Laboratory
- c. All Seasons Heating and Air Conditioning, Co., Inc., \$16,100.00, Air handler and heat pump installation at Blucher Poole WWTP

The agreements were approved as they were not removed from the Consent Agenda by the Board. Total contracts approved: \$47,050.00.

REQUEST FOR APPROVAL OF RESOLUTION 2022-05

Capital Projects Manager Hudson requested the board accept a bid from Thieneman Construction for construction work of the bar screen at the Monroe WTP for \$1,554,000.00.

Capler moved, and White seconded the motion to approve Resolution 2022-05. Motion carried, six ayes.

REQUEST FOR APPROVAL OF AN AGREEMENT WITH GREELEY AND HANSEN, LLC.

Hudson presented an agreement with Greeley and Hansen for the design, bid, administration, and inspection service for the replacement bar screen at Dillman WWTP. The work also includes replacing two electrical feeder lines at the plant. The agreement is not to exceed \$317,200.00.

Capler moved, and Debro seconded the motion to approve the agreement with Greeley and Hansen, LLC. Motion carried, six ayes.

REQUEST FOR APPROVAL OF AN AGREEMENT WITH COMMONWEALTH ENGINEERS, INC.

Hudson presented a second amendment to an agreement with Commonwealth for lift station evaluation scope of work expansion. This amendment is to put together a package that would go to the state to apply for state-revolving funds for the lift station study completed by Commonwealth. Four sanitary lift stations are using the current study as an appendix and will apply for the funds. The funds will be from the federal government for recent capital improvements and will be funneled through the state-revolving fund. The amendment is for \$30,000, making the new not-to-exceed contract amount \$103,880.00.

Capler moved, and Debro seconded the motion to approve the agreement with Commonwealth Engineers, Inc. Motion carried, six ayes.

REQUEST FOR APPROVAL OF RESOLUTION 2022-06

Assistant Director - Engineering Peden presented a Resolution rejecting the bids received for the North Fritz Terrace Sanitary Sewer Rehabilitation Project. Bids received at the August 15 Board meeting came in around 50% over our estimate, all due to one line item within the bids. The line item was for the lateral lining. Staff had met with the engineer and discussed taking it out and making it an alternate. Because it was left in the bid, we must reject all offers. Moving forward, we will remove it and make it an alternate so that we can still see the price and incorporate it, but we still have the option to choose it or not when we move forward with the contract. We will have to rebid the project to get to the next step.

Burnham asked if Peden expected RFPs to go out soon. Peden answered that staff is ready to do the public notices.

Capler asked if the one item behind the higher bids is an important item we will need in there. Peden said the lateral lining is not necessary for the whole project. We will still do the rehab to the public main. It was the lateral lining component that exceeded the estimate. Capler asked if we would not go forward with doing the lateral line part. Peden said it would be part of the alternate bids so we could choose, but it exceeded what we had in funding. At this point, the goal of the utility would be to do it where we can budget for it because we do want to see what that innovative idea can do to eliminate I&I. Since it was not in the budget, we will have to wait for the next time we do a lining project to incorporate that in 2023 or 2024.

Peden said we have an older televising truck that can only visualize and move up the sewer main and look down the laterals but cannot extend into them. We are moving forward with getting a new televising truck that can go up the main and send the camera up the lateral. Then we can inspect if we need to line 2 feet in that lateral or 10 feet and assess the condition. If we can wait until the next time we do a lining, we will have this truck and be better equipped to analyze how far into a lateral we should go.

Capler moved, and Debroy seconded the motion to approve Resolution 2022-06. Motion carried, six ayes.

REQUEST FOR APPROVAL OF AN AGREEMENT WITH ATLANTIC ENGINEERING GROUP, LLC. – USE OF OFFICE SPACE AND COMMON AREAS AT BLUCHER POOLE WWTP – \$700.00/MO. - VIC KELSON

Kelson presented an agreement with AEG, a subcontractor for Meridiam. Meridiam is the company that will implement the city-wide fiber project recently approved. AEG needs about an acre of space for a yard to lay down materials they will use on the project and for their trucks. They will also need some office space. The COB I.T.S. Department asked around to find out if any city facilities would be suitable. It turns out that the Blucher Poole facility met the objective. CBU will lease AEG access to the asphalt pad that is vacant. It used to be an area where we composted sludge, but we do not do that there anymore. They will use that for their laydown yard, and we have vacant office space where they can locate their office equipment. After talking it over with the controller, this is a city project. There is no way to get good comps on leasing the space, so we proposed \$500/mo for the lease of the property and \$200/mo for access to our fiber internet connection at the plant totaling \$700/mo. This low impact on our staff would give them the advantage of being in a secure location with controlled access and 24-hour coverage. It is in support of the city project, and it will not disrupt the operation of the plant.

Sherman asked what the city-wide project was. Kelson said they are extending gigabit speed fiber service to every resident in the city. There will be a 300 megabit/second

service for around \$30.00 that a federal subsidy for lower-income homeowners could offset. This project is to extend that fiber service throughout the city. Some will be underground, and some will be aboveground.

Sherman said, a year or so ago, AT&T did their fiber. Right now, Smithville is doing theirs, and the city is doing theirs. Is there any limit to the number of people that will dig up the yards and block the streets?

Kelson said one of his concerns with any project like this is the possibility of strikes on our buried infrastructure. If they are leasing from us, hopefully, we will be able to have a conversation with them about where our infrastructure is since they will be on our premises.

Burnham commented that AEG is a company coming out of France and is not a local company. Multiple-use properties have been put into place for retail and office space around the city. Would it not be better served for them to find someplace within the city areas that are currently vacant when there is space for that?

Kelson said they need at least an acre of space, which is very difficult to find.

Parmenter asked how the \$700 would be spent every month. Does the \$200 for the internet cover the cost of our internet? Kelson said the internet at Blucher costs \$500/mo, which will offset part of our costs.

Burnham clarified that we are not making anything on it. Kelson said the purpose of this is to offset whatever it costs us. Our objective is to facilitate the city's project efficiently.

Parmenter asked if AEG staff would have access to it. Kelson said they would have badge access to the building and access to the gate, but they still have to complete the same paperwork CBU staff does.

Capler moved, and Debro seconded the motion to approve the agreement with AEG, LLC. Motion carried. Five ayes, one nay.

OLD BUSINESS:

Burnham asked for a status update from a previous Property and Planning subcommittee meeting that discussed the Winston Thomas master plan. Kelson said the information was not ready.

NEW BUSINESS: None

SUBCOMMITTEE REPORTS:

Rules and Regulations Chair Parmenter reported that the committee met to review two orders of business:

The first order of business was Proposed Changes to Section 14 for maintenance of the fire lines. The fire lines would be for new developments and consistent with the other departments moving towards this. The subcommittee was unanimous in its support for the proposed changes.

Capler moved, and Debro seconded the motion to approve the Section 14 changes. Motion carried, six ayes.

The second order of business was Proposed Changes to Section 24, comprehensive and systematic growth of CBU's sanitation sewer system and annexing properties that would like to hook up to the city sewer. The committee voted in favor of the proposal but was not unanimous.

Capler moved, and Debro seconded the motion to approve the Section 24 changes. Motion carried. Five ayes, one nay.

STAFF REPORTS

Kelson reported that CBU will go to Council with the 2023 Budget presentation. A final word on what job positions were approved by the Job Evaluation Committee was not yet received.

Staff continues to interview candidates for the Assistant Director positions. The Assistant Director - Environmental Programs position closes next week.

PETITIONS AND COMMUNICATIONS: None

ADJOURNMENT: Capler moved to adjourn; the meeting adjourned at 5:26 p.m.

Jeffrey L. Ehman
Jeffrey L. Ehman (Sep 13, 2022 16:31 EDT)

Jeff Ehman, President

Sep 13, 2022

Date