

**UTILITIES SERVICE BOARD MEETING
2/27/2023**

Utilities Service Board meetings are available at CATSTV.net.

CALL TO ORDER

Board President Burnham called the regular meeting of the Utilities Service Board to order at 5:02 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: Amanda Burnham, Megan Parmenter, Seth Derbo, Kirk White, Molly Stewart, and ex officio Scott Robinson

Board members absent: Jeff Ehman, Jim Sherman, ex officio Jim Sims

Staff present: Vic Kelson, Matt Havey, Matt Dabertin, Jane Fleig, Dan Hudson, Justin Meschter, Hector Ortiz-Sanchez, Chris Wheeler, Kat Zaiger

Guests present: Brock Ridgeway, Michael Tanis

MINUTES

Board Vice President Parmenter moved, and Board member Debro seconded the motion to approve the minutes of the February 13th meeting. Motion carried, five ayes.

CLAIMS

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

Vendor invoices included \$160,212.06 from the Water Fund, \$124,873.54 from the Wastewater Fund, and \$4,602.46 from the Stormwater Fund.

Motion carried, five ayes. Total claims approved: \$289,688.06.

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

Invoices included \$17,286.89 from the Water Fund and \$25,420.44 from the Wastewater Fund.

Motion carried, five ayes. Total claims approved: \$42,707.33.

Parmenter moved, and Debro seconded the motion to approve the Wire Transfers, Fees, and Payroll for \$399,772.58. Motion carried, five ayes.

Parmenter moved, and Debro seconded the motion to approve the Customer

Refunds: Customer refunds included \$517.21 from the Water Fund, \$1,743.07 from the Wastewater Fund.

Motion carried, five ayes. Total refunds approved: \$2,260.28.

CONSENT AGENDA

City of Bloomington Utilities (CBU) - Director Kelson presented the following items recommended by staff for approval:

- a. Title Plus!, \$5,000.00, Services Agreement for five parcels related to the final phase of Clear Creek Box Culvert Reconstruction project.

The agreements were approved, as no items were removed from the Consent Agenda. Total contracts approved: \$5,000.00

RESOLUTION FOR BID ACCEPTANCE AND CONTRACT AWARD FOR EAST TANK IMPROVEMENTS PROJECT TO WORLDWIDE INDUSTRIES CORPORATION

Capital Project Manager - Engineering - Dan Hudson presented the resolution for bid acceptance and contract award to Worldwide Industries Corporation.

Parmenter moved, and Debro seconded the resolution for bid acceptance and contract award to Worldwide Industries Corporation. Motion carried, five ayes.

REQUEST FOR APPROVAL OF PROFESSIONAL ENGINEERING CONSULTING SERVICES WITH DAVEY RESOURCE GROUP ON THE MILLER SHOWERS DREDGING PROJECT

Assistant Director - Environmental - Kat Zaiger presented the request for approval with Davey Engineering. Zaiger advised that this agreement deals specifically with permitting for the dredging project at the Miller Showers lagoons. Board member White questioned how often the Miller Showers facility needs to be dredged. Zaiger advised that the need to dredge is based on sediment accumulation, and the facility has never been dredged since its initial construction. Burnham questioned if the project was likely to be completed this year. Zaiger advised the permits would be requested this year, but the project may not begin until next year, depending on the time it takes to receive approval. Burnham questioned if there were any planned road closures once the project begins. Zaiger advised that she does not anticipate road closures, but she would be unable to confirm until receiving official project plans. Debro pointed out that the due date for the signature listed on the cover sheet was for the wrong year. City Legal - Chris Wheeler advised that since the memo page is not in control of the agreement, a typo on that page will not create an issue.

Parmenter moved, and Debro seconded the motion to approve the agreement with Davey Resource Group. Motion carried, five ayes.

REQUEST FOR APPROVAL OF AGREEMENT WITH SOUTHERN IONICS, INC

Assistant Director - Finance - Matt Havey presented the agreement for 2023 Supply of Sodium Bisulfite at Dillman Wastewater Plant at \$0.185 per pound

Parmenter moved, and Debro seconded the motion to approve the agreement with Southern Ionics Inc. Motion carried, five ayes.

REQUEST FOR APPROVAL TO EXPENSE UNCOLLECTIBLE ACCOUNTS RECEIVABLE

Havey presented the request to expense uncollectible accounts that carry a balance from the previous year that is under forty dollars. Havey clarified that the accounts being written off are still with collection agencies and if money is received the write-off will be reversed. Parmenter questioned if any of the customers listed had received refunds. Havey advised that all the accounts listed carry a balance owed that was still with the collection agency. White advised that some of the accounts listed on the reports were businesses that still operate in the Bloomington area, and are still likely to be collected but this is an accounting practice to help keep records current. Havey confirmed.

Parmenter moved, and Debro seconded the motion to approve the expense of uncollectible accounts receivable. Motion carried, five ayes.

OLD BUSINESS:

Project Manager & Design Engineer - Eagle Ridge Civil Engineering - Brock Ridgeway and Project Manager & Design Engineer - Eagle Ridge Civil Engineering - Michael Tanis presented on the Clear Creek Project, specifically touching on a hydraulic modeling report showing pre and post-project flood modeling, and the proposed design of the final culvert reconstruction section from Dunn Street to Indiana Avenue. Director - Vic Kelson advised that a similar presentation geared towards business owners on Kirkwood Ave will be held on March 9th, at the Episcopal Church at the intersection of Grant St. and Kirkwood Ave. Kelson also discussed the downstream section of Clear Creek that was discussed during the presentation of the hydraulic modeling report. Parmenter questioned when the reconstruction of the culverts between Dunn Street and Indiana Avenue will be completed. Ridgeway advised Fall of 2024. Burnham requested to clarify that even once this last section of the culvert replacement is completed, the Dunn Meadow area will still remain a flood plain, but the project's intent is to greatly diminish the occurrences of flooding in the downtown area. Ridgeway confirmed. White stated that the current issue is overtopping of stormwater at the Indiana Avenue inlet and the larger inlet being installed should prevent the issue. Ridgeway clarified that it will not prevent all overtopping, but should greatly diminish it. Ridgeway also clarified that the bridge at 6th Street is actually overtaken before the culvert. The project hopes to adjust the grade in the area to divert as much stormwater away from the 6th Street Bridge and into the larger inlet. White questioned if Indiana University Facilities (IUF) attempted to plant trees over the underground section that runs through the alleyway, would it cause any issue. Ridgeway advised that IUF has already been advised that tree planting would not be an option in the area, but shrubs or bushes would not be an issue. White clarified that the box culvert, which will be 22 feet wide, will be wider than the alleyway at 20 feet wide, and questioned whether an exception should be considered to ease long term utility maintenance in the area. Ridgeway confirmed that the City of Bloomington Public Works requested the alleyway be a uniform 20 feet wide. Utilities Engineer Fleig clarified that CBU will be acquiring an easement from Indiana University to encompass the remainder of the culvert and prevent construction of any structures that could impede repairs. White also advised that after the demolition of the Poplars building, there is increased capacity at the

Poplars parking garage that could help offset the loss of surface parking once the project is underway.

NEW BUSINESS:

SUBCOMMITTEE REPORTS: Burnham advised that the Administrative Subcommittee discussed the structure of subcommittees, roles and responsibilities of those subcommittees, and the board member selection process. Burnham outlined a selection process in which board members provide feedback on subcommittee appointments rather than being assigned to positions by CBU staff, with this process being carried out in the fourth quarter each year going forward. Burnham advised one change discussed during the subcommittee meeting included moving the responsibilities of the Rules and Regulations Subcommittee into the Administrative, thus removing the need for a Rules and Regulation Subcommittee.

Parmenter moved, and White seconded the motion to move the responsibilities of the Rules and Regulations Subcommittee into the Administrative Subcommittee. Motion carried, five ayes.

Kelson questioned if a motion was needed to remove references to the Consent Decree mentioned in the subcommittee List of Responsibilities. Wheeler advised that it is likely unnecessary. Kelson advised that all mention of the Consent Decree and any other outdated responsibilities will be removed from the list.

STAFF REPORTS:

Kelson welcomed Molly Stewart as the newest member of the USB, and advised that CBU offers facilities tours upon request. Zaiger introduced the new Water Quality Coordinator - Justin Meschter. Administrative Assistant to the Director - Daniel Frank proposed the use of Chromebooks to replace the use of paper packets at the USB meetings and the USB agreed. Kelson advised that CBU will likely have a contract ready for approval that will include engineering services for the clearing and restoration of the Winston Thomas site on March 13th. Burnham questioned if the contract being brought before the USB pertaining to site clean-up was necessary independent of the proposed Service Center project. Kelson confirmed that the site requires restoration regardless of any other long term plans. Kelson advised that materials are being put together to go to Indiana Utilities Regulatory Commission to determine if bonding is available for the proposed Service Center at the Winston Thomas site. Kelson also advised that the boardroom is still awaiting equipment that will allow for hybrid board meetings. Kelson mentioned the future installation of interpretative signs along the Hidden River project. Kelson also advised that the full report for the Resource Recovery Project should be available in early to mid-March, and upon receiving the report there will be a public event to present the findings.

PETITIONS AND COMMUNICATIONS: None

ADJOURNMENT: Parmenter moved to adjourn; the meeting adjourned at 6:07 pm


Amanda Burnham, President

03.13.23
Date