

**UTILITIES SERVICE BOARD MEETING**  
**6/5/2023**

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**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, Jeff Ehman, Seth Debro, Kirk White, Jim Sherman, Ex Officio Scott Robinson

**Board members absent:** Molly Stewart, Ex Officio Jim Sims

**Staff present:** Vic Kelson, Matt Havey, James Hall, Phil Peden, Chris Wheeler, Liz Carter, Katherine Zaiger, Jane Fleig, Dan Hudson, Nolan Hendon, Hector Ortiz-Sanchez, Isabel Quiroz-Michel

**Guests present:** None

**MINUTES**

***Board Vice President Parmenter moved, and Board member Debro seconded the motion to approve the minutes of the May 22nd meeting. Motion carried, six ayes.***

**CLAIMS**

**Standard Invoice Questions:**

Board member Ehman questioned the charge for Davey Resource Group (DRG) - Miller-Showers Dredging Permits - specifically whether DRG would be helping to prepare the dredging permits. City of Bloomington Utilities (CBU) Assistant Director - Environmental - Zaiger advised that yes, DRG was helping CBU with the preparation of 401 and 404 permitting for the Miller-Showers dredging project, and the charge in question was the first invoice for the early project coordination and wetland delineation. Ehman questioned if this was the full amount for the service, or if there would be more charges for DRG for this project. Zaiger advised that yes, there will be additional charges depending on services that are needed. Ehman questioned if IDEM or DNR requires CBU to secure a permit to dredge an artificially created pond that CBU designed and constructed to help remove sediment from stormwater. Zaiger clarified that the permit is not specifically for the act of dredging, but rather the discharge of the dewatered sediment. CBU Director - Kelson advised that the permits in question are Corp of Engineers permits, similar to those required to dredge Lake Lemon. Ehman questioned whether Miller-Showers was greater than 5 acres as that was the previous requirement. Kelson advised yes. Ehman questioned the charge for Flat Creek - Stream and Wetland Mitigation Credits for WT - \$30,800.00. Zaiger advised that the charge is for mitigation credits for the wetland and linear stream at the Winston Thomas site. CBU Assistant Director - Transmission & Distribution (T&D) - Hall advised that the wetland in question is a connected wetland where CBU has been piling leftover material from projects. The area has a linear stream bank that needs to be

connected and eliminated, so CBU has to purchase credits for mitigation of that area per Corp of Engineers requirements. Ehman questioned if this is the area to the west of the road just south of the old drying pad. Hall advised that no, it is further north of that area, directly west from the National Guard Armory building. Ehman questioned if this mitigation is related to the proposed site remediation and preparation that CBU is doing. Hall advised that it will be helpful for that project, but it is not specifically part of that plan. This is being undertaken to provide more storage area for excess building material. CBU was already encroaching on the wetland and was in danger of potentially contaminating the wetlands, so CBU has chosen to proactively mitigate the site. Hall further explained that the project has taken so long to get approval because the original permits were filed for under the Trump Administration, but when the Biden Administration took over, it wiped out all the permits and CBU was forced to reapply.

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

Vendor invoices included \$226,286.14 from the Water Fund, \$350.00 from the Water Sinking Fund, \$161,458.59 from the Wastewater Fund, and \$42,330.74 from the Stormwater Fund.

***Motion carried, six ayes. Total claims approved: \$430,425.47.***

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

Invoices included \$3,962.65 from the Water Fund and \$3,127.38 from the Wastewater Fund.

***Motion carried, six ayes. Total claims approved: \$7,090.03.***

***Parmenter moved, and Debro seconded the motion to approve the Wire Transfers, Fees, and Payroll for \$528,737.76. Motion carried, six ayes.***

**Customer Refund Question:**

Burnham questioned the reason behind a refund for \$40,388.73 to Indiana University Foundation (IUF). CBU Assistant Director - Havey advised that when the meter was installed in 2020 it was calibrated in a way that was showing 10 times the amount of consumption that was actually used. After the issue was discovered, IUF requested a check rather than carrying a balance. Burnham questioned what precipitated the inquiry by IUF. Havey advised that the Facilities Manager for the building recently changed and upon examining their utility bill he found the discrepancy. CBU verified the issue and corrected the meter calibration.

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

***Refunds:*** Customer Refunds included \$9,981.97 from the Water Fund and \$40,511.40 from the Wastewater Fund.

***Motion carried, six ayes. Total refunds approved: \$50,493.37.***

**CONSENT AGENDA**

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

- a. Electric Plus, Inc., \$3,375.00, Relocate electrical connection and rework conduit
- b. GMMR Services, LLC DBA Hydromax Plumbing, \$18,827.50, Sewer main repair

- c. StagedFlow Consulting, LLC, \$9,500.00, biennial inspection of Griffy Dam for IDNR Division of Water at the request of the City
- d. Crowe LLP, \$3,000.00, 2023 and 2024 landfill financial assurance review and report for Dillman Landfill.

**Consent Agenda approved as presented. Total approved: \$34,702.50**

## **REQUEST FOR UPDATED APPROVAL OF 2022 RESIDENTIAL STORMWATER GRANT RECIPIENT**

CBU MS4 Coordinator - Carter presented the updated Residential Stormwater Grant. The Grant was approved for Cynthia Ramlo during the 2022 grant cycle but was never signed because the grantee's neighbor moved during the process and a portion of the project would be carried out on their property. The grantee allowed the new neighbors to settle in before approaching them with the specifics of the grant agreement. The neighbor has agreed to letting the grantee carry out the project. The only changes to the agreement are the dates and USB signatory.

***Parmenter moved, and Debro seconded the motion to approve the updated Residential Stormwater Grant. Motion carried, six ayes.***

### **OLD BUSINESS:**

Kelson wished to provide an update on the proposed Resource Recovery Project that was discussed during a previous USB meeting held on April 24th and again during a presentation that was given at the Bloomington Convention Center on May 18th. CBU is requesting to continue the study to look more in detail at specific risk and potential revenues that could be gained from hauled outside waste. More information regarding both would provide the information needed to make a 'go' or 'no-go' decision by the third quarter of 2023. Both the USB and Bloomington City Council would need to speak on this decision. Even if the USB and Council agreed to continue the project, the next phase would be design of the entire project in order to get an accurate project estimate, followed by a bonding decision. The bonding decision will be the main 'go' and 'no-go' factor, but if CBU wants to pursue the project it needs to break ground by December 31, 2024 to qualify for tax incentives. There was a contract related to the project that was intended to be on this meeting's agenda, but it was not ready and will be presented to the USB at the June 20th meeting. Ehman questioned who the contact will be with and will it be with someone not involved in the original study. Kelson advised that the lead on the contract will be David Baron who worked on the previous project, but the company he worked with was sold to another company that does consulting and Public/Private partnerships with utilities on these types of projects. It made sense to contract with this company since the principal scientist on the initial study is now working with a company that specializes in the aspect that CBU is most interested in pursuing. Ehman requested that CBU share the scope of work of the contract prior to seeing the contract. Ehman also noted the risks that were discussed during the presentation, specifically the supply of high strength organic waste, private partnerships and how the goals of those companies may jeopardize the goals of CBU, starting out a new business practice of energy generation, and the unknowns associated with a new

technology like high-rate filtration systems. Ehman requested CBU speak with other trusted utilities to see what type of experience they've had with this type of high-rate filtration and energy generation. Feedback from Lafayette or Fort Wayne which have 'successful' programs would be good information. Kelson acknowledged that these risks are definitely a concern and that is why a partnership with a company that has a background in this type of project would be helpful, but only if that company shares in the initial investment and overall values of CBU. Ehman noted other opportunities for partnership with Monroe County and the City of Bloomington. Since this program is a major opportunity for the City to reach its climate goals and sustainability plan, then the City should implement a residential high strength organic waste pick-up program to help supply the plant and make this project a success. The private company that was providing this service locally recently closed, but perhaps if the City took a broader approach it could be successful and make this project less dependent on haulers. Kelson confirmed that this is a possibility, but it is outside of CBU purview to make this decision, so it has not been included in the initial report because if the program wasn't added by the City, or it didn't work out, that would be an added layer of risk. That does not mean that a program like this could not be added at a later date. Ehman noted that if the City and Monroe County made a commitment to implement this service, it wouldn't be more of a risk than any of the other factors noted earlier. Ehman also noted that this is the best single source project that would help the City reach its climate action and sustainability plan. If the City is serious about achieving those goals, then it should partner with CBU on the project since this is likely the best opportunity to do so. Ehman also questioned the opportunity cost stemming from this project. Specifically, would this project and its expenses force CBU to forego maintenance or necessary upgrades for other facilities. Kelson noted that this is another major consideration before embarking on this project. If the project meets its goals of a net-zero plant with no energy cost and CBU pays for the cost of the project with the tipping fees gained from high-strength organic waste, then this project would have no financial impact on other projects. Another risk is if the project doesn't break even, that is why a 'go or no-go' decision needs to have support from City Counsel to gauge the community's support for the project to ensure that if it fails to meet all of its goals, then there is still support for CBU doing the projects it needs to do. That is why having a private partnership could help offset some of the risk, by helping to ensure that the project is a financial success. Ehman questioned if the assumptions about rate of return, tipping fees, and volume of high strength organic waste will be covered topics in the future study that is being proposed and if these issues will be discussed objectively in the report. Kelson noted that the numbers regarding the assumptions in question that were included in the initial report are based on data from similar projects. Kelson also noted that he is not yet convinced, and that CBU must continue to complete as much due diligence as possible before making a final decision regarding this project.

**NEW BUSINESS:** None

**SUBCOMMITTEE REPORTS:**

Debro provided a report over the topics discussed during the Environmental Subcommittee meeting, including:

- Proposed 'Title 13' Ordinance specifically for Stormwater. Stormwater code is currently included in Title 10 which primarily deals with Wastewater. The separation will help clarify language and procedural issues along with enforcement. Code 13 is likely to be completed by April 2024
- Update of Alcohol Manufacturing Program and the creation of a permit program for alcohol manufacturers in the area to create a standard for checking the discharge from their facilities into local waterways
- Update on the Lead Service Line inventory of the Bloomington area which the preliminary phase should be completed by the end of the week

Burnham noted that the Finance Subcommittee has a meeting scheduled for the upcoming meeting on 6/20/2023. Burnham questioned if the meeting needed to be allotted more time and if the budget presentation will be a part of this meeting. Havey advised that there will be an update regarding the budget, but it will not be finalized at that time. Kelson noted that aside from the budget, another point of discussion will be the Clear Creek tunnel headworks near Indiana University campus which was budgeted for in the recently passed Stormwater Rate Case, and the updated engineer's estimate is nearly three times the estimate that was used at the time. Instead CBU will need to do some type of bonding to pay for the project. Debro questioned if the Finance Subcommittee meeting should be postponed since Kelson and Burnham will both be out of town. The board elected to move the Finance Subcommittee meeting to 7/3/2023 at 4:00 p.m.

#### **STAFF REPORTS:**

Zaiger introduced the new Environmental Program Specialist - Isabel Quiroz Michel.

Kelson noted the following:

- New hires:  
 Selena Powell - Customer Relations Representative - Finance  
 Emily Tate - Administrative Assistant - T&D  
 Jordan Keasow - Assistant GIS Coordinator - Engineering  
 Tyler Morrison - Heavy Equipment Operator - T&D
- Tyler Steury - Dillman Plant - completed his IDEM Water Distribution System Operator Exam (DSL).
- Two employees from T&D and one from Environment are starting their course work at Ivy Tech to obtain their Commercial Driving Licenses as part of the City of Bloomington's new initiative to provide this training to employees.
- David Pitman, Andrew Boden, and Brad Elkins have all been promoted to the position of Specialized Crew Leaders after a three month apprenticeship program in those roles.

Conservation & Energy Resource Manager - Administration - Hendon presented an update on the status of the solar panel systems at CBU. Hendon advised that in the previous update there had been communication issues with panels that were using outdated 3G modems that were not providing panel data. The installer of the panels updated the modems and corrected the communication issue, but now there is a communication issue on the software side with Locus Energy which provides the dashboard for data collection. However the City hired a third party

company named Veregy to provide Operation and Maintenance (O&M) cost analysis for all 33 City sites and the CBU panels were included, no issues were detected. The April energy bill for the Utilities Service Center showed zero energy use and the bill reflected a thirty-three dollar fixed charge that is expected to remain the same through the summer, with 80-85% of energy coming from solar. Along with this, there was a decrease in energy cost from the other three CBU sites as well. Burnham questioned if the communications issues were isolated to CBU or if it was a citywide issue. Hendon advised that the issue is citywide and resulted from a failure to renew the subscription to the service that was made by either ESG, the company that initially installed the panels, or the City. Hendon advised that he had spoken with the office of Economic and Sustainable Development and the license was being set up in the City's name and once the account has been set up, all the past data that was generated from CBU's solar panels should be available to review. Ehman noted the solar sites located at the Utilities Service Center, Dillman, Monroe Water Treatment Plant, and questioned if there were any others that CBU owned sites. Hendon advised that the East Tank/SE Booster also has solar panels installed at that location. Ehman noted that he is interested in seeing reports on what percentage of CBU's energy demand is being satisfied by solar panels. Hendon advised that there was a window before the communication issue began that showed 12% of Dillman's energy was being generated by solar panels which amounted to roughly \$80,000.00. Communications have been an ongoing issue at the Monroe plant but the expectation is that 7-8% of their energy will come from solar, while 3% will come from solar at the SE Booster because the area fit for panels at that location was limited. The Monroe array is similar in size to the array at the Service Center, so the expected savings should be similar, which amounts to about \$30,000.00 in yearly savings for the Monroe and Service Center sites. Ehman questioned, knowing the cost, would it be possible to project out the expected payoff points to help make decisions about future projects. Hendon advised that the information is currently handled by the Controller's Office, but it should be possible to get access to it. Ehman noted that it would be necessary to have this information to gauge the value gained and determine if future projects would be of benefit to CBU. Burnham questioned if the solar array located at the service center were ratepayer funded, and if the panels would stay at the current location if the Service Center moves to the proposed Winston Thomas site. Kelson advised that the contracts that paid for the panels were funded through a contract at City Hall and an interdepartmental agreement set CBU's payment based on its generating capacity over the whole City. For example, if the City creates 4MW and CBU is creating 2.1MW, then CBU pays 2.1 divided by 4 of the whole contract. If CBU moves to the Winston Thomas site then the interdepartmental cost would decrease proportionate to the amount of generating capacity at the current Service Center, because that array would stay in place. Burnham clarified that the array is a City asset, it will stay with the building and CBU would simply discontinue that portion of its contract with the City. Kelson confirmed and advised that there is a large berm at the Winston Thomas site that could provide an area large enough for an array that would supply energy to all of the facilities at that location, should the CBU Service Center move. Burnham noted that the cost savings analysis that Ehman requested would be an important tool in making that decision to install an array at that location when and if the time comes. Kelson noted lastly that over the previous week Austin Krebs, Chris Eberle, Tyler Morrison, and John Moore had worked to clean up the north area of the Winston Thomas site. Burnham thanked the CBU staff for the recent potluck event at Switchyard Park and

encouraged staff to continue providing opportunities similar to this in the future. Parmenter wished to invite CBU Staff to attend the Auxiliary to the Boys and Girls Club Strawberry Shortcake Festival at Switchyard Park on June 8th.

**PETITIONS AND COMMUNICATIONS:** None

**ADJOURNMENT:** Burnham adjourned the meeting at 5:49 pm.

Megan Parmenter  
Amanda Burnham, President

6/20/23  
Date

Vice President