

UTILITIES SERVICE BOARD MEETING
8/28/2023

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

Board members absent: Ex Officio Jim Sims

Staff present: Vic Kelson, Matt Havey, Liz Carter, Phil Peden, Bryan Blake, Nolan Hendon, Kevin White, Dan Hudson, Hector Ortiz-Sanchez, Daniel Frank

Guests present: Maggie Nord, Bill Adam, Chris Ciolli

Board member Parmenter moved, and Board Member Ehman seconded the motion to move the Broadview Sewer Expansion Petitioner Follow-Up and add a Petitions and Communications section to the beginning of the meeting. Motion carried, seven ayes.

OLD BUSINESS:

a.) Broadview Sewer Expansion Petitioner Follow-Up

Assistant Director Engineering - Peden presented on behalf of staff regarding the Broadview Neighborhood sewer expansion project. Peden recommended that lateral service be extended to the remaining three properties that were excluded during the initial project. Peden noted that the language in the original grant agreement stated that if the grant funds ended or ran out, then City of Bloomington Utilities (CBU) agreed to finish the project. Peden noted that the scope of the project included providing sewer service to the properties to help eliminate septic systems in the neighborhood and reduce potential pollutants from entering the storm sewer system. Board member White noted that he appreciated staff's effort in studying the fine print of the original agreement to justify making somewhat of an exception from standard CBU practice regarding sewer connections. Peden mentioned that while the project was underway, CBU made an effort to communicate with everyone in the neighborhood, but after going through this research he noted that more effort should have been made to reach out to the customers that were assumed would be unable to connect due to concerns that the addresses would need to pump. CBU could have worked with the customers to determine if they could get an easement and flow using gravity through a neighboring property. That could have potentially addressed the issue while the project was still underway. Parmenter thanked staff for researching this issue thoroughly and voiced agreement with the decision for CBU to perform this service in this particular situation. Ehman addressed White's comment earlier that this is an exception to standard CBU policy regarding sewer extensions given that it was a part of the original project and this does not hold CBU to some precedent based on this decision, and thanked staff for

their efforts in finding the language necessary to reach this decision. Burnham questioned what the timeline for completion of this project would be. Peden advised that he will have to work with Transmission and Distribution (T&D) in order to schedule the work, and that CBU New Service Coordinator - Axsom will follow-up with the customer once a timeline is determined. Burnham requested that the remaining portion of the project be completed as soon as possible, and questioned if it was necessary to have a vote regarding this issue since it stemmed from an previously approved project. Parmenter suggested a vote for approval since there was an exception to CBU policy being made stemming from the previous sewer expansion project.

Board member Parmenter moved, and White seconded the motion to approve the sewer expansion project. Motion carried, seven ayes.

PETITIONS AND COMMUNICATIONS:

Bill Adam advised that he is a resident at 2225 S High St. and he wished to discuss the Jackson Creek Phase II Trail extension. During the project the water line servicing his home needed to be rerouted which entailed a thirty yard trench that was 2 ½ feet deep. During the process, electricity to one of Adam's barns was cut, gravel from the project washed down the driveway, the entryway to the property was covered in mud, and the site remains a mess. Adam advised that he had already spoken with the City of Bloomington Public Works and the Mayor. Adam noted that he spoke with City of Bloomington Engineering Senior Project Manager - Aten in April who stated that everything had been completed with the Jackson Creek Phase II Project, and everything that could be done was done. Adam disagreed with this assessment and Aten recommended Adam reach out to CBU. Adam stated he believed it should fall to the project manager to correct the issues but Aten has not. Adam stated that he spoke with the City of Bloomington Public Works Director - Wason who said the trench does not exist, Adam said that it does and it has been in his front yard for 2 ½ years, but no one seems to want to take care of it. The property has become an eyesore because the trench has made it unmaintainable and Adam asked the Board for recommendations on how best to solve these issues. Burnham clarified that the damage that occurred to Adam's yard was the result of the pathway project that went through that area and that CBU installed the pipe and that it was part of the project and not something the customer had requested. Adam confirmed it was part of the pathway project. Adam stated that he would like the damage repaired, but preferably would like a meter installed and to have the connection tested to ensure the union was installed properly. Burnham questioned if Adam currently had running water. Adam advised no, he has not had water for over 2 ½ years. Before the project had started, the service line to his home was ruptured and the estimate for repair was \$25,000-\$35,000 to repair it along with multiple permits, so he opted to wait until the water main was relocated and the project was completed, but that hasn't occurred in a timely manner. Parmenter asked to clarify that there was no water running to the home and questioned if the power had been restored to the barn. Adam confirmed that power was cut during the excavation process and has not been restored and there is no water running to the home. Parmenter questioned if the trench running through the property was there before. Adam explained that the trench was not there prior to the project and noted that it is approximately thirty yards, extending from High St., traveling almost directly East before turning

almost directly South. Ehman questioned if Adam's specific request was to have the water connected to his home with a meter, turned on to ensure everything works, and to have the trench filled in afterwards. Adam agreed. Burnham questioned if CBU staff was aware of the situation. Kelson advised that he was not aware of the extent of this issue. Burnham requested time to work with staff to investigate this matter and advised that someone with CBU staff will reach out as soon as possible with answers. Adam thanked the Board for their time and invited members to visit the property to look at the situation as that would make it easier to explain if they could see the issues.

Sherman noted that the USB has added a Petitions and Communications item to the last several meetings at the beginning and requested that this item be moved to the beginning of the agenda for future meetings to clarify when it will occur for people who may want to join. Burnham agreed that it does warrant notifying the public ahead of time so the public can be aware. Board member Stewart voiced concern that its position at the end of the meeting grants a time for the public to comment on items discussed during the meeting, and felt that another opportunity to speak should be provided at the end of the meeting as well. Sherman advised that what Stewart described was how Bloomington City Council structures their meetings. Burnham stated that going forward the Petitions and Communications item will bookend the meetings to not force people with a specific question or request of the board to sit through the whole meeting.

MINUTES

Parmenter moved, and Board member Debro seconded the motion to approve the minutes of the July 31rd meeting. Motion carried, seven ayes.

CLAIMS

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

Vendor invoices included \$1,539,756.65 from the Water Fund, \$2,251.78 from the Water Construction Fund, \$328,105.93 from the Wastewater Fund, \$750.00 from the Wastewater Sinking Fund, and \$7,756.54 from the Stormwater Fund.

Motion carried, seven ayes. Total claims approved: \$1,878,620.90.

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

Invoices included \$108,826.06 from the Water Fund and \$63,290.93 from the Wastewater Fund.

Motion carried, seven ayes. Total claims approved: \$172,116.99.

Parmenter moved, and Debro seconded the motion to approve the Wire Transfers, Fees, and Payroll for \$421,746.60. Motion carried, seven ayes.

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

Refunds: Customer Refunds included \$3,516.94 from the Water fund and \$7,898.42 from the Wastewater Fund.

Motion carried, seven ayes. Total refunds approved: \$11,415.36.

CONSENT AGENDA

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

- a. Power Washer Plus, LLC, \$15,870.00, Power washing exterior of the Monroe Plant
- b. Potomac Electrical Services, LLC, \$3,980.00, Generator transfer switch repair

Consent Agenda approved as presented. Total approved: \$19,850.00

REQUEST FOR APPROVAL OF RESOLUTION 2023-12 FOR ACCEPTANCE OF A GUARANTEED SAVING CONTRACT FOR THE SOUTH CENTRAL AND WEST BOOSTER STATION IMPROVEMENTS

CBU Capital Projects Manager - Hudson presented the resolution for a Guaranteed Savings Contract(GSC) with Kokosing for the reconstruction of the South Central and West Booster Station.

Parmenter moved, and Debroy seconded the motion to approve resolution 2023-12. Motion carried, seven ayes.

REQUEST FOR APPROVAL OF RESOLUTION 2023-14 FOR ACCEPTANCE OF A GUARANTEED SAVING CONTRACT FOR LIFT STATION IMPROVEMENTS

Hudson presented the resolution for a GSC with Kokosing for the construction of several lift stations and improvements on many others.

Parmenter moved, and Debroy seconded the motion to approve resolution 2023-14. Motion carried, seven ayes.

REQUEST FOR APPROVAL OF RESOLUTION 2023-13 TO DESIGNATE SURPLUS PROPERTY FOR AUCTION

Assistant Director Finance - Havey presented the resolution to designate surplus items for auction. Burnham questioned where the items auctioned go. Havey advised that whoever purchased the item from the auction site has two weeks to arrange pick-up of the item and after that the items are recycled. Parmenter questioned if many items had been sold. Havey advised no. So far only about \$50 dollars has been generated from the auctions. Parmenter questioned in the case of items that are not sold, and CBU recycles the item, if there was any dollar amount that could be written off. Havey advised no, the item just goes away because CBU is not auctioning off any fixed assets and the items were already expensed in the past. Burnham questioned if CBU ever donated any of the unsold items. Havey advised no, the items are often not anything that would be a benefit to anyone if donated.

Parmenter moved, and Debroy seconded the motion to approve resolution 2023-14. Motion carried, seven ayes.

REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES CONTRACT WITH WEDDLE BROS. BUILDING GROUP, LLC

Peden presented the agreement with Weddle Brothers Building Group, LLC. to provide expertise in building engineering and demolition that CBU doesn't possess. Peden noted that Weddle has significant experience with this type of work. Weddle has worked in the past on other City departments and completed projects such as The Mill and other projects in the Trades District. Peden advised that Weddle will work as a Construction Management Agent to aid in preliminary project planning, estimating, assisting with preliminary Request for Qualifications, and scheduling assistance. Ehman questioned if this contract would help CBU get to the 50% design point needed for more accurate estimates relating to the proposed Winston Thomas Service Center. Peden clarified that this agreement would help CBU select the architect that would then proceed to create those plans. Kelson added that this agreement would also aid in the remediation and site clean-up project that is currently underway.

Parmenter moved, and Debro seconded the motion to approve the agreement with Weddle Bros. Building Group, LLC. Motion carried, seven ayes.

REQUEST FOR APPROVAL OF AGREEMENT WITH GRIPP INC. FOR WASTEWATER SMART COVER METER SERVICE AND MAINTENANCE PROGRAM

Peden presented the agreement with Gripp Inc. related to 20 smart cover meters in the sanitary sewer system. This annual contract for cell service components that Gripp provides to help CBU analyze the data along with other maintenance. Peden clarified that the base price of the contract was \$20,000.00 while the remainder included in the agreement covers potential cost of part replacement, along with a \$10,000.00 allowance for potential movement of equipment. Peden advised that at a later date there will be a demonstration on the software included in this agreement to allow the Board to see the graphs and mapping system it provides. Ehman noted that the presentation could include specific events, as that would be interesting to see.

Parmenter moved, and Debro seconded the motion to approve the agreement with Gripp Incorporated. Motion carried, seven ayes.

OLD BUSINESS: None

NEW BUSINESS: None

SUBCOMMITTEE REPORTS:

White noted that the planning committee approved the recommendation to move forward with the demolition, architectural, and engineering of the proposed Winston Thomas Service Center so that CBU can reach a 30% to 50% of design project scope which would include issuing an RFQ and then a contract later for architectural engineering services and was agreed to unanimously during the subcommittee meeting. Burnham thanked the staff and all the Board members who attended the meeting and encouraged that if any members have further questions, to make sure they get them answered.

White moved, and Parmenter seconded the motion to approve the Property & Planning Subcommittee Report. Motion carried, seven ayes.

STAFF REPORTS:

Kelson reported the following:

- New Hires:
 - Mike Miller - T&D - Utility Specialist I
 - April Ridge - Finance - Customer Relations Representative
 - Garrett Hill - T&D - Utility Specialist I

Kelson noted that with the hiring of Miller and Hill, the T&D garage is back to being fully staffed after a significant effort.


- Plant Operator - Dillman - Tyler Steury is currently working as Interim Plant Superintendent at Blucher Poole. Interviews for this position have been completed and are awaiting Human Resources approval.
- Wastewater Operator - Dillman - Kalei Bollinger passed her Wastewater 4 Exam and she is now a Wastewater 4 Apprentice, a great achievement given the short amount of time that she has worked in the industry.
- The CBU budget presentation will take place the following evening at the budget hearing which begins at 5:00pm. CBU will present after transit, so CBU will likely be starting around 5:30pm.
- The bar screen replacement project at the Monroe Water Treatment Plant was completed and plant staff are now working to clean up and repaint the building
- Covid numbers from the Blucher Poole and Dillmand wastewater plants remain low, but the Board will be notified if there is a notable increase.

PETITIONS AND COMMUNICATIONS: None

ADJOURNMENT: Burnham adjourned the meeting at 5:42 pm



Amanda Burnham, President



Date