

**UTILITIES SERVICE BOARD MEETING**  
**9/25/2023**

***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 5:00 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, Chris Wheeler, Kat Zaiger (Virtual), Caden Swanson, Matt Dabertin, Nolan Hendon, Kevin White, Dan Hudson, Hector Ortiz-Sanchez, James Hall, Jane Fleig, Daniel Frank

**Guests present:** Maggie Sullivan, Jim Ginley

**PETITIONS AND COMMUNICATIONS:**

Friends of Lake Monroe representative Sullivan gave a presentation that touched on the Lake Monroe watershed, Friends of Lake Monroe (FLM) organizational scope, primary supporters/funders, future projects, and watershed management plans for Lake Monroe. Sullivan emphasized the importance of community outreach in reaching the goals of the organization. Board Member Sherman noted that in 1992 the City Council passed a Watershed Plan, but questioned if the plan had been updated since then. Sullivan advised that it has not been updated since that original plan. Sullivan advised she has provided several presentations to the City Council regarding this topic. Sherman suggested that Sullivan continue to engage with the City Council since members of the Council are not indifferent to Lake Monroe. White noted that one striking thing regarding Lake Monroe and Bloomington's water supply, is that the majority of it cannot be controlled using local officials within the City or Monroe County, but instead depends on Brown County and Jackson County. White questioned how Brown County and Jackson County are helping to support these efforts. Sullivan noted that as a Non-Profit organization, FLM is poised to work with the many groups involved with management of the lake. Brown County has always been generally supportive, though funds are always tight. When FLM gives presentations, Brown County is always happy to share information, and most of the farmers being worked with in the watershed are located in Brown County. Brown County Regional Sewer District is another party FLM works with and they're primarily focused on the Bean Blossom Watershed and Lake Lemon area and the Helmsburg Wastewater Treatment Plant. They are also committed to doing a responsible job taking care of our wastewater and our drinking water. Brown County at one point did receive water from CBU but it's been a number of years. CBU Director - Kelson advised that Nashville currently gets water from northern Brown County Water District who has wells in northern Brown County. Nashville buys a small amount of water from CBU, and the pipe that goes from Eastern Monroe over to Nashville is small and not in very good condition but perhaps a future

project will update all of that equipment. White questioned, given the current rate of sedimentation, what is the expected lifespan of Lake Monroe. Sullivan advised that it will be a long time before the sedimentation causes an issue, but having bathymetric data of the lake would help provide a better answer. White noted that another piece is how clean the lake is. Sullivan agreed and stated that the lake could last for hundreds and hundreds of years, but if the water quality is extremely poor, then the question is how expensive the process becomes to clean the water. Burnham questioned the cost of the bathymetric survey. Sullivan advised the estimated cost is around \$80,000.00. Burnham referenced a slide from the presentation that stated over 9,000 septic systems exist in the Lake Monroe watershed, and only 3,000 had been contacted through outreach. She questioned if only 3,000 had been reached because of limitations in funding. Sullivan advised that the funding was focused on Monroe County Residents. Burnham questioned if there was any kind of state regulation regarding the cleaning of septic systems. Sullivan advised no, there is no requirement, but it is recommended that systems should be cleaned every 3-5 years, with a usual cost in Monroe County of \$150, while in Brown County the price increases to \$200-\$250 because the waste has to be hauled further away. Kelson advised that the Board has approved a \$25,000.00 contribution to FLM for administrative cost, and CBU along with the Lake Monroe Water Fund (LMWF) are all interested in completing a bathymetric survey in the coming year. Ehman advised that the Lake Lemon Conservancy (LLC) has performed two bathymetric surveys, and recommended reaching out to representatives of LLC to see what lessons they learned from their previous experiences. Kelson advised that LMWF will be joining the next meeting.

## **MINUTES**

***Board member Parmenter moved, and Board member Debro seconded the motion to approve the minutes of the 9/11 meeting. Motion carried, seven ayes.***

## **CLAIMS**

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

Vendor invoices included \$668,122.54 from the Water Fund, \$22,180.33 from the Water Construction Fund, \$283,293.87 from the Wastewater Fund, and \$7,733.73 from the Stormwater Fund.

***Motion carried, seven ayes. Total claims approved: \$981,330.47.***

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

Invoices included \$144,726.26 from the Water Fund and \$76,448.24 from the Wastewater Fund.

***Motion carried, seven ayes. Total claims approved: \$221,174.50.***

***Parmenter moved, and Debro seconded the motion to approve the Wire Transfers, Fees, and Payroll for \$433,548.12. Motion carried, seven ayes.***

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

***Refunds:*** Customer Refunds included \$2,250.71 from the Water Fund and \$201.72 from the Wastewater Fund.

***Motion carried, seven ayes. Total refunds approved: \$2,452.43.***

#### **BID OPENING FOR DILLMAN WEIR GATE AND VALVE REPLACEMENT**

CBU Capital Projects Manager - Engineering - Hudson advised that CBU received no bids for the project. Burnham questioned if CBU had checked to make sure that bid posting was clear. Hudson advised that staff had checked to ensure that bid packets were not delivered to the wrong office, and that does not appear to be the case. Ehman questioned if the bid advertising process was the same for this project as previous projects. Hudson confirmed.

#### **REQUEST APPROVAL FOR AGREEMENT WITH XYLEM WATER SOLUTIONS USA, INC**

CBU Assistant Director - Operations - Ortiz-Sanchez presented the agreement to replace a 25 year old pump that is currently out of service at the Blucher Poole facility. Burnham questioned what the life expectancy of the pump was. Ortiz-Sanchez advised that records going back to an expansion that was completed at the plant in 1997 do not include the purchase of the pump, so it likely predates that project.

***Parmenter moved, and Debroy seconded the motion to approve the agreement with Xylem Water Solutions USA, Inc. Motion carried, seven ayes.***

#### **REQUEST APPROVAL OF RESOLUTION 2023-15 TO DESIGNATE SURPLUS PROPERTY FOR AUCTION**

CBU Assistant Director - Finance - Havey presented the resolution. Havey advised that this collection included some accounting books, several keyboards, and seventeen computer monitors. Havey also advised that CBU had earned around \$600.00 from previously designated surplus items.

***Parmenter moved, and Debroy seconded the motion to approve Resolution 2023-15 to Designate Surplus Property. Motion carried, seven ayes.***

#### **REQUEST APPROVAL OF CHANGE ORDER NO. 2 WITH BUILDING ASSOCIATES, INC. FOR MONROE WATER TREATMENT PLANT FILTER REHABILITATION**

Hudson presented the change order to use part of the contingency fund to allocate \$22,149.75 to remove a 30" butterfly valve on the drain side and replace it with a flange to complete the rest of the work. Hudson noted that during the filter changing process that valve was found to be leaking, and the remainder of the work cannot be completed until the leak is repaired. This does not include the eventual cost of replacing the valve as there is a one year lead time on a valve of that size. Parmenter questioned what the cost of a valve would be. Hudson advised around \$80,000.00. Parmenter questioned if CBU would be ordering this valve. Hudson advised no, the current plan is to remove the valve and inspect it. There is a possibility that a compound can be placed inside the valve to allow it to function. Kelson advised that we only need to be able to

close that valve in order to isolate the filter, and it is rarely used. Hudson also noted that the overall cost of the project will not be increasing with this change order. It simply allocates funds that were already included in the original contract.

***Parmenter moved, and Debro seconded the motion to approve Change Order No.2 with Building Associates, Inc. Motion carried, seven ayes.***

**REQUEST APPROVAL OF RESOLUTION 2023-16 FOR BID ACCEPTANCE AND CONTRACT AWARD FOR THE SOUTHEAST BASIN SEWER LINING PROJECT**

CBU Project Manager - Engineering - White presented Resolution 2023-16 for bid acceptance and contract award for the Southeast sewer basin lining project. White advised that the lowest responsive and responsible bidder was Performance Pipelining Incorporated out of Ottawa, IL. For the base bid, plus alternate one/two/three total of \$811,770.00.

***Parmenter moved, and Debro seconded the motion to approve Resolution 2023-16. Motion carried, seven ayes.***

**REQUEST APPROVAL OF CHANGE ORDER NO. 1 WITH REED AND SONS CONSTRUCTION, INC. FOR THE FULLERTON PIKE PHASE III WATER MAIN REPLACEMENT PROJECT**

CBU Project Manager - Engineering - Fleig presented Change Order No.1 with Reed and Sons Construction, Inc. Fleig advised that two items were included in this change order. The first would add restraint to an existing 6" gate valve because once CBU line stopped it, the valve had to be restrained to get the valve back in. The second item added 143 cubic yards of rock excavation at \$150/cu yd, totaling \$21,450.00. There was rock excavation in the original bid, but the amount needed was underestimated. The total change being requested is \$23,174.00, and would bring the project total to \$449,560.00.

***Parmenter moved, and Debro seconded the motion to approve Change Order No. 1 with Reed and Sons Construction, Inc. Motion carried, seven ayes.***

**OLD BUSINESS:**

Burnham questioned the status of the Interdepartmental Agreements that were discussed at the June 20th meeting. Kelson advised that Deputy Controller - McMillian prepared the agreements and has been unable to attend a meeting. A reminder has been sent to the Controller's Office regarding the agreements and arranging for McMillian to attend a meeting by the end of the year. Burnham agreed and acknowledged that CBU is not to blame for the delay and noted that the Interdepartmental Agreements have been consistently two years behind schedule and a continual issue for the USB. Burnham publicly requested that the Office of the Mayor step in to get this process caught up prior to the arrival of the new mayor. Kelson noted that the current Controller will be retiring at the end of the year and Kelson will follow up with the Controller. Ehman added that the USB has always experienced delays when receiving the Interdepartmental Agreement, but it's time to have a conversation about what is a reasonable amount of time past the end of the calendar year to receive the information.

**NEW BUSINESS:**

Parmenter wanted to recognize Kriste Linberg, CBU's Stormwater Education Specialist, for presenting information regarding CBU's Adopt-A-Drain Program to 149 members of the National Honor Society at Bloomington High School South. The group will be maintaining all of the storm drains on North and South Drive for the remainder of the year. Parmenter wished to thank Lindberg and the entire stormwater team and encouraged the program to all Bloomington residents and the other Board members. Bunham requested that Lindberg provide a similar presentation for the Board at a later date. Kelson confirmed that the presentation will be added to a future meeting.

**SUBCOMMITTEE REPORTS:**

Burnham noted that the Administrative Subcommittee received an overview of CBU's Effective Utilities Management process from Jim Ginley. As an organization, CBU has completed the assessment portion and Ginley is now working with staff on completing the organization's strategic plan for the period of 2024-2026. Burnham wished to thank Ginley, the CBU leadership team, and all staff members who have taken an active role in the process so far.

**STAFF REPORTS:**

Kelson noted the following

- wished to thank all the staff who had taken part in the strategic planning process, noting that 115 of nearly 190 employees have taken part in the process thus far.
- CBU participated in Lake Monroe Day on September 17th, providing three two-hour tours of the water plant, and did a reading of the Mayor's Lake Monroe Day proclamation during a later event at Upland.
- CBU also participated in a Residents Academy event on Thursday for a group of 24 people who took a tour of the Lake Monroe Plant. During the tour, several people expressed interest in learning more about the wastewater process as well, so a follow-up tour of the Blucher Poole Plant will be arranged in the future.
- The second Council review of the 2024 Budget will take place September 27th and Kelson will attend to answer questions. The third reading of the 2024 Budget and Salary Ordinance should take place in October.

Burnham noted that the Residents Academy is a great way for interested residents to learn more about the Bloomington Community. Ehman wished to recognize the Board's new representative on the Residential Stormwater Grants Program, Debro. Burnham advised that Debro volunteered to help in the selection process for this year's Residential Stormwater Grants.

**PETITIONS AND COMMUNICATIONS:** None

ADJOURNMENT: Burnham adjourned the meeting at 5:48 pm

*ABone*  
Amanda Burnham, President

10.09.23  
Date