

**UTILITIES SERVICE BOARD MEETING
1/2/2024**

Utilities Service Board meetings are available at CATSTV.net.

CALL TO ORDER

Board President Parmenter 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, Jim Sherman, Kirk White, Seth Debro, Jeff Ehman, Molly Stewart

Board members absent: None

Staff present: John Langley, Matt Havey, Kat Zaiger, Jill Minor, Phil Peden, James Hall, Nolan Hendon, Daniel Frank

Guests present: None

PETITIONS AND COMMUNICATIONS: None

MINUTES

Board Vice President Debro moved, and Board member Sherman seconded the motion to approve the minutes of the 12/14/2023 meeting. Motion received a roll-call vote: Sherman-Yes, White-Yes, Ehman-Yes, Parmenter-Yes, Burnham-Yes, Stewart-Yes, Debro-Yes. Motion passed.

REQUEST APPROVAL OF RESOLUTION 2024-01 FOR APPROVAL OF APPOINTMENT OF INTERIM UTILITIES DIRECTOR

Debro moved, and Sherman seconded the motion to approve the minutes of the 12/14/2023 meeting. Motion received a roll-call vote: Parmenter-Yes, Ehman-Yes, Debro-Yes, Burnham-Yes, White-Yes, Stewart-Yes, Sherman-Yes. Motion passed.

CLAIMS

Payable Invoices question:

Board member Sherman questioned the purchase of several new vehicles and if this was just part of ordinary turnover. CBU Assistant Director - Finance - Havey advised that yes, the vehicles were the first to be purchased in three years and were part of the normal replacement cycle. Board member Ehman noted that the vehicles included in the purchases are plug-in hybrids and questioned how they are being used, and if it had been considered what positions could maximize the benefit of this type of vehicle. Havey advised that one of the vehicles will be used by the lab at Dillman and a mileage analysis was complete to ensure that the vehicles would be able to accomplish the normal job task without issue. Ehman questioned if the other two would be similarly used. Havey advised yes, they planned for the vehicles to average around 50 miles of use per day. Ehman questioned a charge to Jeffery D Todd for "pump water

and sewage overflow” being charged to both the Water Fund and Wastewater Fund. CBU Assistant Director - T&D - Hall advised that the charge was related to a force main that was struck by a boring contractor in the Gentry Estates neighborhood and the sewage went into the pond. Hall advised that CBU will be billing the contractor who struck the sewer main to recoup the expenses and that he was uncertain why the initial cost was broken up between Water and Wastewater Funds. Ehman requested that CBU staff checked to make sure that it was not more appropriate to charge this solely to the Wastewater Fund. Havey advised that once the payment is received from the boring contractor it will essentially zero out the cost. Ehman noted that is fine so long as the Water Utility is not being billed for a Wastewater issue.

Debro moved, and Sherman seconded the motion to approve the Payable Invoices:

Vendor invoices included \$1,210,663.85 from the Water Fund, \$7,351.64 from the Water Construction Fund, \$1,795,199.94 from the Wastewater Fund, \$31,923.23 from the Stormwater Fund.

Motion received a roll-call vote: Burnham-Yes, Sherman-Yes, Debro-Yes, Ehman-Yes, White-Yes, Stewart-Yes, Parmenter-Yes. Motion carried. Total claims approved: \$3,045,138.66.

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

Invoices included \$20,637.92 from the Water Fund and \$92,940.63 from the Wastewater Fund.

Motion received a roll-call vote: White-Yes, Ehman-Yes, Sherman-Yes, Burnham-Yes, Debro-Yes, Parmenter-Yes, Stewart-Yes. Motion carried. Total claims approved: \$113,578.55.

Debro moved, and Sherman seconded the motion to approve the Wire Transfers, Fees, and Payroll for \$421,185.96. Motion received a roll-call vote: Stewart-Yes, Parmenter-Yes, Ehman-Yes, Debro-Yes, White-Yes, Burnham-Yes, Sherman-Yes. Motion carried.

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

Refunds: Customer Refunds included \$3,366.66 from the Water Fund and \$7,070.15 from the Wastewater Fund.

Motion received a roll-call vote: White-Yes, Parmenter-Yes, Stewart-Yes, Burnham-Yes, Ehman-Yes, Sherman-Yes, Debro-Yes. Motion carried. Total refunds approved: \$10,436.81.

Debro moved, and Sherman seconded the motion to approve the Bond Payments:

Bond payments included \$3,022,724.54 from the Water Sinking Fund and \$4,222,159.40 from the Wastewater Sinking Fund.

Motion received a roll-call vote: Stewart-Yes, White-Yes, Ehman-Yes, Sherman-Yes, Burnham-Yes, Debro-Yes, Parmenter-Yes. Motion carried. Total claims approved: \$7,244,883.94.

CONSENT AGENDA

Havey presented the following items recommended by staff for approval:

- a. PEI Maintenance, \$4,985.00, Annual inspection and maintenance for four above ground storage tanks

Consent Agenda approved as presented. Total approved: \$4,985.00

REQUEST APPROVAL OF MOU WITH CITY OF BLOOMINGTON PARKS FOR DREDGING OF MILLER SHOWERS

CBU Assistant Director - Environmental - Zaiger presented the MOU outlining plans for Parks to complete restoration work of the park once the dredging project is completed, and CBU will pay the final cost. Burnham questioned if CBU has input on what is being replaced after the dredging project is completed. Zaiger advised that the MOU provides that the property will be returned to the same or similar condition as was found prior to the start of work. Ehman questioned if the restoration is isolated to the area CBU impacts, specifically the areas adjacent to the ponds, and if CBU has already decided on the ingress and egress for the project. Zaiger advised CBU has limitations outlined for contractors in the bid proposal. Board member White questioned how often the maintenance has happened in the past and how often it should happen for a structure like this. Zaiger advised that this is the first time that dredging has been completed on Miller Showers since it was built in 2003. Zaiger noted that dredging should probably be completed every 10 years. Ehman noted that the structure is accomplishing the goal of trapping sediment from stormwater, though it sounds like CBU has waited too long for dredging the basins and monitoring of the sediment traps, but he understands that the plan going forward involves a regular monitoring schedule of both. Zaiger advised yes, CBU is working to catch up and once that has happened a normal maintenance schedule will be put in place.

Debro moved, and Sherman seconded the motion to approve the MOU with the City of Bloomington Parks for Dredging of Miller Showers. Motion received a roll-call vote: Sherman-Yes, Burnham-Yes, White-Yes, Debro-Yes, Ehman-Yes, Parmenter-Yes, Stewart-Yes. Motion passed.

REQUEST APPROVAL OF AGREEMENT FOR SERVICES WITH SET ENVIRONMENTAL, INC

Zaiger presented the agreement and advised that this contract pertains to the regularly scheduled removal of hazardous waste from CBU facilities.

Debro moved, and Sherman seconded the motion to approve the agreement with SET Environmental, Inc. Motion received a roll-call vote: Debro-Yes, Sherman-Yes, Ehman-Yes, Burnham-Yes, Stewart-Yes, Parmenter-Yes, White-Yes. Motion passed.

REQUEST APPROVAL OF SECOND AMENDMENT TO ON-CALL AGREEMENT FOR SERVICES WITH WESSLER ENGINEERING, INC

CBU Minor - Data Analyst - Minor presented the agreement. Minor advised that Wessler Engineering, Inc. is the contractor chosen to replace Mark Osborne for operations system repairs and they provide on-call service to the plants. Ehman questioned the difference in abilities between Osborne and Wessler. Minor advised that CBU wanted to ensure that a more permanent contracting group was up to speed with plant systems so there wasn't a knowledge void left with Osborne eventually retiring. Wessler has reached that level of competency that they can now troubleshoot issues at the same level as Osborne. Ehman noted that it sounds as though Osborne has more expertise and experience with CBU systems. Minor confirmed, but noted that there is greater flexibility with Wessler, and the quality of work is not in question. Parmenter questioned if the contract started in 2020. Minor advised yes, and noted that this is the first year in which CBU has exceeded the initial contract amount.

Debro moved, and Sherman seconded the motion to approve the agreement with SET Environmental, Inc. Motion received a roll-call vote: Ehman-Yes, Sherman-Yes, White-Yes, Parmenter-Yes, Burnham-Yes, Debro-Yes, Stewart-Yes. Motion passed.

OLD BUSINESS: None

NEW BUSINESS:

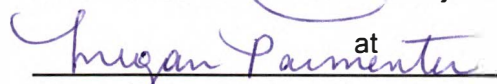
Burnham questioned if CBU had received work on who would be replacing Jim Sims and Scott Robinson on the Board. Havey and Frank both advised that no word had been passed along. Ehman noted that Jackie Scanlan had been named Interim Director for Planning. Frank advised that no communication has been received regarding her participation, but he will reach out to her the following day.

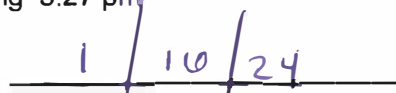
SUBCOMMITTEE REPORTS: Burnham questioned if a subcommittee meeting schedule had been generated yet. Frank questioned if the Board was interested in starting the rotation with an Administrative Subcommittee meeting and then moving through the subcommittees. Debro advised that the schedule should be dictated by staff. Burnham noted that there was a Property and Planning meeting canceled prior to the end of the year related to the Proposed Waste to Energy project at the Dillman Road Wastewater Treatment plant. Havey advised that he is aware of the project but uncertain who was taking over as lead. He will follow-up on that along with the report that was to be presented at that subcommittee meeting.

STAFF REPORTS: None

PETITIONS AND COMMUNICATIONS: None

ADJOURNMENT: ^{Parmenter} Parmenter adjourned the meeting 5:27 pm


Megan Parmenter, President


Date