

**UTILITIES SERVICE BOARD MEETING
1/29/2024**

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, Seth Debro, Jeff Ehman, Molly Stewart, Jacqueline Scanlan, Kirk White, Jim Sherman, Matt Flaherty

Board members absent: None

Staff present: John Langley, Matt Havey, Kat Zaiger, Jill Minor, Phil Peden, James Hall, Nolan Hendon, Daniel Frank, Dan Hudson, Kevin White, Matt Dabertin, Caden Swanson, Chris Wheeler, Hector Ortiz Sanchez, Zach Burnworth, Kalei Bollinger

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 1/16/2024 meeting. Motion carried, five ayes

Board Vice President Debro moved, and Board member Sherman seconded the motion to approve the minutes of the 1/23/2024 meeting. Motion carried, five ayes

CLAIMS

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

Vendor invoices included \$211,526.40 from the Water Fund, \$148,695.89 from Water Construction Fund, \$194,592.78 from the Wastewater Fund, \$25,114.30 from the Stormwater Fund.

Motion carried, five ayes. Total claims approved: \$579,929.37.

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

Vendor invoices included \$76,597.82 from the Water Fund, \$119,661.29 from the Wastewater Fund, \$1,872.15 from the Stormwater Fund.

Motion carried, five ayes. Total claims approved: \$198,131.26.

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

Invoices included \$121,636.63 from the Water Fund and \$83,600.33 from the Wastewater Fund.

Motion carried, five ayes. Total claims approved: \$205,236.96.

Debro moved, and Sherman seconded the motion to approve the Wire Transfers, Fees, and Payroll for \$467,220.29. Motion carried, five ayes.

Customer Refund Questions

Sherman questioned the refund for nearly \$10,000. Havey advised that the customer simply made a duplicate payment on the account and CBU issued a refund for that amount. Ehman noted that some of the refunds listed reflected balances that were on the list of uncollected credits from the previous meeting, and thanked staff for taking the extra steps to return those balances to the customers. Ehman questioned the credit still owed to the Department of Parks and Recreation. Havey advised that CBU is in discussions with Parks to determine how to issue the refund, either through payment with a check, or through the interdepartmental agreement. Parmenter questioned how the credits will be paid back to customers. Havey advised that a check will be sent to the last previously known address. If the check is not cashed, the credit will remain in the process. Parmenter questioned if customers who no longer lived in Bloomington could provide their current address to receive their credit. Havey confirmed.

Debro moved, and Sherman seconded the motion to approve the Customer Refunds: Customer Refunds included \$62.58 from the Water Fund, \$2,236.82 from the Wastewater Fund, \$10,891.94 from the Stormwater Fund.
Motion carried, five ayes. Total refunds approved: \$13,191.34.

CONSENT AGENDA

City Legal - Wheeler presented the following items recommended by staff for approval:

- a.) Atlanco of SC, \$24.27 per gallon, 2024 Supply of Defoamer at Dillman Wastewater Plant
- b.) Water Solutions Unlimited, Inc., \$1.00 per pound, 2024 Supply of Sodium Bicarbonate at Blucher Poole Wastewater Plant

Consent Agenda approved as presented. Total approved: Chemical Contracts

REQUEST APPROVAL OF CHANGE ORDER NO.1 WITH MITCHELL & STARK CONSTRUCTION, INC. FOR BLUCHER POOLE BELT PRESS REBUILD

CBU Capital Projects Manager - Hudson presented the change order for the belt press repair at Blucher Poole. Hudson noted that the change order includes the cost of replacing 6 electronic switches and the contractor will assist CBU with the start up of the equipment once work has been completed at a cost of \$16,180.00.

Debro moved, and Sherman seconded the motion to approve the Change Order No.1 with Mitchell & Stark Construction, Inc. Motion carried, seven ayes.

REQUEST APPROVAL OF DESIGN CONTRACT WITH WESSLER ENGINEERING, INC. FOR PLC UPGRADES AT THE BLUCHER POOLE WASTEWATER TREATMENT PLANT

CBU Data Analyst - Minor presented the agreement and advised that this project would install updated PLC's at the Blucher Plant which would provide updated functionality and increase the stock of back-up PLC's. Ehman questioned where the additional PLC's would come from. Minor

advised that the PLC's that are being replaced would be kept on-hand to serve as back-ups. White questioned if the scope of this work included cybersecurity preparedness. Minor advised that the updated PLC's would provide additional customization options that should provide added security. White suggested that the goal of increasing cybersecurity should be voiced to the contractor and if there are potential add-ons that could increase security, it may be a worthwhile expense.

Debro moved, and Sherman seconded the motion to approve the agreement for PLC Upgrades at Blucher Poole with Wessler Engineering, Inc. Motion carried, seven ayes.

REQUEST APPROVAL OF RESOLUTION 2024-02 TO DESIGNATE SURPLUS PROPERTY FOR AUCTION

CBU Assistant Director - Finance - Havey presented the resolution. Havey advised that the items listed came from the Dillman and Blucher Poole and are old surplus items that are no longer of use.

Debro moved, and Sherman seconded the motion to approve Resolution 2024-02. Motion carried, seven ayes.

REQUEST APPROVAL OF AMENDMENT NO.1 FOR CONSULTING SERVICES WITH COMMONWEALTH ENGINEERS, INC. FOR BLUCHER POOLE WASTEWATER TREATMENT PLANT SWMM MODELING

CBU Capital Project Coordinator - White presented the agreement. White advised that over the course of the prior agreement's term, there were insufficient significant rain events to build an accurate model. This amendment will extend the initial term of the agreement by two months and be targeted during months that historically have a higher level of rainfall. Ehman questioned how many flowcams would be used. White advised that a total of 6 would be placed at strategic locations. White also noted that if the necessary heavy rain event occurred early on, the flowcams could be removed early at a cost savings to CBU.

Debro moved, and Sherman seconded the motion to approve the agreement with Commonwealth Engineers, Inc. Motion carried, seven ayes.

REQUEST APPROVAL OF LETTER OF ENGAGEMENT WITH DENTONS BINGHAM GREENBAUM LLP

Havey presented the letter of engagement. Havey advised that this letter pertains to the upcoming Water Rate Case. Sherman questioned if CBU has used their service in the past. Havey advised that this company has handled the previous Water and Sewer Rate cases.

Debro moved, and Sherman seconded the motion to approve the Letter of Engagement with Dentons Bingham Greenbaum LLP. Motion carried, seven ayes.

REQUEST APPROVAL OF RESOLUTION 24-03 - REJECTION OF ALL BIDS FOR MILLER SHOWERS DREDGING AND DISPOSAL PROJECT

CBU Assistant Director - Environmental - Zaiger presented the resolution. Zaiger advised that neither of the two bids that were received could be accepted. White noted the disparity in pricing between the two companies that responded and questioned if there was possibly confusion regarding the scope of work and whether they understood the details of the project. Zaiger advised that neither of the bidders provided all the necessary documents to make their bid eligible. White questioned if the rejection was solely based on not submitting the right paperwork, or if one of the contractors may not have had all their qualifications in place. Wheeler advised that the resolution included in the packet had an error in the date and should be updated to 1/23/2024. Wheeler noted that the resolutions notes that CBU did not feel that one of the bidders qualified as responsible insofar as showing experience performing work of this type of work at the scale necessary for this project, partly based on the lump sum bid price that was received. Wheeler also noted that it is not just the lack of paperwork, but by not submitting the right documents, the contractor can not legally be accepted as a contractor by the City. CBU will start the process over, and hopefully they will bring the completed documents to the next bid opening. Debro asked what the timeline was for reposting of the project. Zaiger advised that it will be soon.

Debro moved, and White seconded the motion to approve Resolution 24-03. Motion carried, seven ayes.

REQUEST APPROVAL OF AMENDMENT NO.1 WITH SET ENVIRONMENTAL, INC. FOR HAZARDOUS WASTE PICK-UP, TRANSFER, AND DISPOSAL

Zaiger presented the agreement and clarified that this was an amendment to change the contract expiration date to February 28, 2025.

Debro moved, and Sherman seconded the motion to approve Amendment No.1 with SET Environmental, Inc. Motion carried, seven ayes.

REQUEST APPROVAL OF ON-CALL ENGINEERING AGREEMENT RENEWAL WITH CLARK DIETZ, INC.

CBU Utilities Engineer - Swanson presented the agreement for a renewal of a contract with Clark Dietz, Inc. Swanson advised that the contractor will help provide help to CBU with stormwater review and renewing the Stormwater Design Manual. Wheeler noted that the motion for acceptance of the agreement should be worded as "pending approval of the Controller and Mayor" as the agreement had not been routed ahead of the meeting. Flaherty noted that in reading the summary of the contract, there is discussion about specifications for reviewing stormwater for proposed developments, and questioned how the dynamics of a changing climate, and anticipated changes in precipitation will factor into these guidelines and reviews. Swanson advised that Clark Dietz, Inc. will be handling the technical aspects and everything they are using for projections is likely up to date and appropriate for precipitation. Flaherty advised that the goal should not be looking at historical precipitation, but rather predictive models of precipitation based on anticipated changes and Swanson confirmed this aspect will be handled by Clark Dietz, Inc. Parmenter noted that the contract m rate of \$225.00/hr was the maximum amount CBU could be charged and that the proposed amount of the contract would

cover those expenses for 900 hours of work, and questioned if CBU plans to use their services for that amount of hours. Swanson advised that it is unlikely, but is being used as an estimate just in case. Scanlan questioned if this is the same group that is being used for Title 13 review. Zaiger advised that the Title 13 review was done using Wessler Engineering, Inc. and Clark Dietz, Inc. will only be working with the Stormwater Design Manual.

Debro moved, and Sherman seconded the motion to approve the agreement with Clark Dietz, Inc. Motion carried, seven ayes.

OLD BUSINESS: None

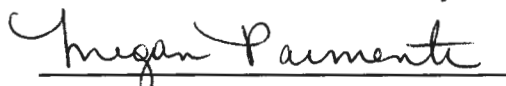
NEW BUSINESS: Parmenter questioned if there was a master plan for plant maintenance that could be shared with the Board. Hudson advised that CBU is currently working on a five year master plan that will include updates to aging infrastructure at the Blucher Poole Plant.

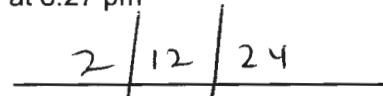
SUBCOMMITTEE REPORTS: None

STAFF REPORTS: None

PETITIONS AND COMMUNICATIONS: None

ADJOURNMENT: Parmenter adjourned the meeting at 5:27 pm


Megan Parmenter, President


Date