

UTILITIES SERVICE BOARD MEETING
2/12/2024

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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, Kirk White, Jim Sherman, Matt Flaherty

Board members absent: Jacqueline Scanlan

Staff present: John Langley, Matt Havey, Kat Zaiger, Phil Peden, James Hall, Nolan Hendon, Daniel Frank, Dan Hudson, Kevin White, Chris Wheeler, Hector Ortiz Sanchez, Jason Wenning, Jane Fleig, Isabel Quiroz Michel

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 1/29/2024 meeting. Motion carried, seven ayes

Debro moved, and Board member Sherman seconded the motion to approve the minutes of the 1/31/2024 meeting. Motion carried, seven ayes

CLAIMS

Payable Invoices Questions

Board member Ehman questioned why there are now two sets of claims. CBU Assistant Director - Finance - Havey advised that this is standard practice when starting a new calendar year. CBU continues to receive invoices for charges made in the previous year and those are approved as Payable Invoices.

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

Vendor invoices included \$76,577.88 from the Water Fund, \$224,330.96 from the Wastewater Fund, \$29,737.61 from the Stormwater Fund.

Motion carried, seven ayes. Total claims approved: \$330,646.45.

Standard Invoices Questions

Ehman questioned charges for Oni Risk Partners, Inc. noting that they are likely insurance premium charges, but questioned if the amounts were in-line with previous charges. Havey advised that the charges reflect increased insurance cost and Risks allocation to each of the

City Departments. Havey also offered to look into the previous year's charges to compare. Ehman noted charges from the State of Indiana for Municipal Major and Flow Fee for Blucher and Dillman, that were both billed to Water. Havey advised that he had noticed the error prior to the meeting and it will be corrected.

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

Vendor invoices included \$379,523.26 from the Water Fund, \$75,721.52 from the Water Construction Fund, \$402,847.45 from the Wastewater Fund, \$30,911.12 from the Stormwater Fund.

Motion carried, seven ayes. Total claims approved: \$889,003.35.

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

Invoices included \$7,849.02 from the Water Fund and \$5,083.36 from the Wastewater Fund.

Motion carried, five ayes. Total claims approved: \$12,932.38.

Debro moved, and Sherman seconded the motion to approve the Wire Transfers, Fees, and Payroll for \$547,993.57. Motion carried, seven ayes.

Customer Refund Questions

Burnham noted that the names listed were on the no response list that was discussed at a previous meeting and questioned if that had ever been handled. Havey advised that it was taken care of two meetings ago. The process has since been updated and CBU is currently working to issue credits on inactive accounts that are just over a year, rather than waiting seven years. Burnham questioned if the initial list that had been brought to the Board had been approved. Havey advised yes, it had been approved at the following meeting. Ehman questioned the note on a refund for a customer that stated 'paid wrong company'. Havey advised that the customer paid the wrong utility company.

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

Refunds: Customer Refunds included \$511.24 from the Water Fund, and \$9,050.52 from the Wastewater Fund.

Motion carried, seven ayes. Total refunds approved: \$9,561.76.

CONSENT AGENDA

Havey presented the following items recommended by staff for approval:

- a.) Heflin Industries, Inc., \$4,100.00, Remove and replace sodium hydroxide pipes in basement
- b.) Airgas Specialty Products, Inc., \$0.1385 per pound, 2024 Supply of Aqua Ammonia at Monroe Water Plant
- c.) Commercial Service of Bloomington, Inc., \$3,735.00, Replacement of heaters in primary building
- d.) Xylem Water Solutions USA, Inc., \$2,640.00, Deliver and install high service pump #5

Consent Agenda approved as presented. Total approved: \$10,475.00 (total for non-chemical contracts)

REQUEST APPROVAL OF RESOLUTION 2024-04 TO DESIGNATE SURPLUS PROPERTY AS WORTHLESS

Havey presented the resolution and advised that CBU has twelve expired first aid kits and two spotlights that no longer work and would like to dispose of them.

Debro moved, and Sherman seconded the motion to approve Resolution 2024-04. Motion carried, seven ayes.

REQUEST APPROVAL FOR WESSLER ENGINEERING TO PROVIDE AN ASSET MANAGEMENT CAPITAL IMPROVEMENT PLAN FOR THE MONROE WATER TREATMENT PLANT

CBU Capital Project Manager - Hudson presented the agreement and advised that it will provide asset management and a capital improvements plan for the Monroe Water Treatment Plant. The plan will rank all the major pieces of equipment by risk of failure and provide a score. It will also provide a capital replacement plan for the major items that need repair. This will outline potential construction cost and be used to provide information for the upcoming 2024 Water Rate Case. Burnham questioned if other facilities will go through a similar process. Hudson advised that the same will be done for Blucher Poole and it will be on the next agenda, though it will include some design work along with the study. The Dillman plant has already been assessed and is currently under Phase Two of needed updates. Burnham noted that having this type of study for each plant seems necessary and will help predict future capital expenditures. Burnham questioned the cost. Hudson advised \$232,000.00. White questioned when the last time a similar study had been completed. Hudson advised that Black & Veatch performed a similar study in 2003 and it may have been updated in 2010. During the last rate review, one complaint that was received was that CBU didn't have backup material for the cost development that they would like to see completed by an outside firm. White noted that a 10 year horizon is what CBU would expect from this type of study. Hudson advised that this would address current issues and doesn't address a capacity increase or the recurring taste and odor issue. Sherman questioned if the firm would be responsible for any of the repairs. Hudson advised that this firm is not a contractor and would simply be performing planning. Sherman noted that CBU would not want the firm who assesses its assets to be the company that performs the repairs. Hudson agreed. Ehman questioned if the information is useful for the Rate Case every four years, would it be possible for Wessler to provide a deliverable planning model that would help CBU perform self assessments every four years. Hudson agreed, specifically regarding the asset management portion of the study. As equipment is upgraded, the scores for equipment can be updated in Cityworks, the current asset management system used by CBU. Hudson noted that the cost projections will be different because it is sometimes difficult to get a reasonable cost estimate. Ehman questioned if this is something that staff could discuss, specifically how to preserve this data in a way that it could be utilized to perform a similar assessment in-house. Hudson advised that the best way to accomplish that would be to build it into an asset management system that CBU currently has in place, though he is uncertain if the necessary modules are installed. Ehman noted that it should be prioritized because the information gained in the study will quickly

be out of date and then in four years CBU will be back in the same situation. Hudson noted that it is something staff can discuss. Parmenter questioned if there are plans for the taste and odor issue. Hudson noted that it was not tied to this project, but CBU has explored several routes for addressing the issue, but currently has no plans until the budget has been determined.

Parmenter noted that the taste and odor issue has occurred the past three years and customers have noticed, so she hopes to accelerate a resolution to that problem.

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

REQUEST APPROVAL OF RESOLUTION 2024-05 FOR BID ACCEPTANCE AND CONTRACT AWARD FOR THE STATE ROAD 45 - ARLINGTON ROAD TO STONELAKE DRIVE WATER MAIN RELOCATION

CBU Utilities Engineer - Fleig presented the resolution. Fleig advised that the lowest responsible and responsive bidder for this project was E&B Paving at a total cost of \$263,600.00. The bid included two bid alternates for pricing only, utilizing ductile iron instead of PVC Pipe, and since the prices were identical CBU has chosen to reject the bid alternates and move forward with only the base bid. CBU will plan to bring a contract to the Board for approval at the next meeting. Board member White questioned what material will be used, iron pipe or PVC. Fleig advised that PVC will be used. White questioned the difference between materials in the long term. Fleig advised that both materials have equivalent life cycles. Fleig noted that CBU has always used ductal iron, but has seen more issues with the material than should be seen. CBU has spoken with the manufacturers who have assured staff that there are no known issues, but pipes that were installed in the 1990's are having failures. CBU has studied other cities that have used PVC, and CBU's Transmission & Distribution team has switched to PVC. It requires that a wire be run around the pipe so that it can be located, but has an equivalent or better life cycle than ductile iron pipe.

Debro moved, and Sherman seconded the motion to approve Resolution 2024-05. Motion carried, seven ayes.

REQUEST APPROVAL OF CONTRACT WITH SCRUGGS CONSTRUCTION, INC. FOR SITE RESTORATION AT THE SHOWERS BUILDING PLAZA

CBU Assistant Director - Transmission & Distribution - Hall presented the agreement. Hall advised that a main break occurred at Madison and 8th Street, in the Showers Building Plaza which caused extensive damage to an 11,000 square foot area of pavers that will need to be removed and reinstalled. The work is outside the scope of T&D construction habits and the project needs to be completed on a short timeline, so CBU opted to contract the work.

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

REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENT WITH CROWE, LLP FOR FINANCIAL ANALYSIS, REPORTS, AND PRESENTATIONS TO USB, COUNCIL, AND IURC, FOR NON-RECURRING RATE FOR UTILITIES

Havey presented the agreement and advised that the scope of the work is to update two processes:

- Waste Haulers who purchase dump tickets to empty septic waste at the Dillman Wastewater Plant. The rate for this service has not been updated in 12 years and needs to be revisited.
- Non-recurring charges that occur when CBU completes work for a citizen, they are charged an hourly rate. That rate has also not been increased since 2000.

Debro moved, and Sherman seconded the motion to approve the agreement for services with Crowe, LLP. Motion carried, seven ayes.

REQUEST APPROVAL OF OF PROFESSIONAL SERVICES AGREEMENT WITH CROWE, LLP FOR FINANCIAL ANALYSIS, REPORTS, AND PRESENTATIONS TO USB, COUNCIL, AND IURC, FOR 2024 WATER RATE ADJUSTMENT CASE

Havey presented the agreement and advised that this will provide the Water Rate analysis for the 2024 Water Rate Case that will be completed this year. Burnham questioned if this service was not provided in the other agreement. Havey advised that Crowe requested two separate engagements for this and non-recurring rate analysis.

Debro moved, and Sherman seconded the motion to approve the agreement for services with Crowe, LLP. Motion carried, seven ayes.

REQUEST APPROVAL OF FIRST AMENDMENT WITH ELECTRIC PLUS, INC FOR HEATER, INSULATION, AND ELECTRICAL INSTALLATION AT BLUCHER POOLE WASTEWATER PLANT

CBU Assistant Director - Operations - Ortiz Sanchez presented the amendment and advised that it will provide additional labor which includes the installation of a new transformer that will allow for the relocation of the UV lighting system.

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

OLD BUSINESS: None

NEW BUSINESS: None

SUBCOMMITTEE REPORTS: None

STAFF REPORTS:

Havey noted the following:

- Tony Eads was promoted to Maintenance Superintendent as part of a new consolidation of lift station mechanics and maintenance staff each of the plants into one work group
- Renate Wiltfong started as Laboratory Technician I at the Dillman Wastewater Plant
- Justin Meschter - Water Quality Coordinator - will speak at the Indiana chapter of the American Water Works Association regarding CBU's innovative service line inventory related to the EPA's lead and copper rule

CBU Pretreatment Coordinator - Wenning provided an update regarding the ongoing wastewater monitoring program. Wenning advised that the program was initiated in June 2020 to detect the SARS CoV-2 virus, which has since expanded to include collaboration with multiple entities. The program now involves three main initiatives: one with Verily, in partnership with Emory and Stanford, monitoring for six different diseases, with results reported four times a week; another with the State Department of Health and CDC, focusing solely on Covid sampling twice a week from multiple plants; and a partnership with Dr. Greaves Lab at IU, analyzing samples from various sites for SARS CoV-2, influenza, and RSV twice a week. This multifaceted approach demonstrates a comprehensive effort to monitor wastewater for potential outbreaks and emerging pathogens. White questioned where the information gained from these programs has been posted on City sites. Wenning advised that the samples be tested by Dr. Greaves labs are posted on Socrata through the City's B-Clear web portal. Wenning noted that those samples have been a few weeks behind in being posted due to staffing issues. The results from the Indiana Department of Health are all posted to the CDC news program and can be viewed on their data report page. With Wastewater Scan, the site Verily provides a data reporting site that allows visitors to view plant level reporting. White questioned if it would be possible to link the CDC and Verily information to the B-Clear site so that all the available information can be found on one page. Wenning advised that this option can be explored. White questioned if it would be possible to send the reporting to the local medical practitioners, Monroe County Board of Health, and IU Health, so they would have the data on hand as well. Wenning advised the results from local testing are immediately available to the Monroe County Health Department and that they receive updates regularly. Sherman questioned what the data showed. Wenning advised that Covid numbers have been slightly elevated since October but has plateaued. Flu A, Flu B, and RSV have all fluctuated. Sherman questioned if there was a discrepancy in the data that CBU is seeing and the number of reported cases. Wenning advised the sampled data and reporting have been concurrent. Parmenter questioned what the cost for the program has been. Wenning advised that the Wastewater Scan program though Verily had no cost, the IDOH program had no cost, and the partnership with Dr. Greaves lab cost around \$4,500.00 per month and the agreement will run through October of this year. Ehman questioned the 'no cost' for the Verily and IDOH testing. Wenning clarified that staff time was the only cost to CBU, all sampling bottles and testing are paid at no cost to CBU.

PETITIONS AND COMMUNICATIONS: None

ADJOURNMENT: Parmenter adjourned the meeting at 5:38 pm

Megan Parmenter
Megan Parmenter, President

2 / 26 / 24
Date