

**UTILITIES SERVICE BOARD MEETING
3/25/2024**

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CALL TO ORDER

Board President Parmenter called the regular meeting of the Utilities Service Board to order at 5:04 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, Seth Debro, Molly Stewart, Kirk White, Matt Flaherty, Jacqueline Scanlan

Board members absent: Jim Sherman, Jeff Ehman

Staff present: John Langley, James Hall, Kat Zaiger, Daniel Frank, Kevin White, Chris Wheeler, Hector Ortiz Sanchez, Dan Hudson, Matt Dabertin, Bryan Blake, Phil Peden, Nolan Hendon, Matt Havey

Guests present: None

PETITIONS AND COMMUNICATIONS: None

MINUTES

Board Vice President Debro moved, and Board member Burnham seconded the motion to approve the minutes of the 3/11/2024 meeting. Motion carried, five ayes

CLAIMS

Standard Invoice Questions

Burnham noted there is a charge in the invoices for Champlin Architecture for design services related to the proposed new CBU Service Center and questioned what the expected amount was to reach the 50% design threshold. Assistant Director - Engineering - Peden advised that it is between \$780,000.00 and \$800,000.00. Burnham questioned if this was the first payment that had been made to Champlin. Peden advised that this was the second payment so far. Parmenter questioned a charge for the State of Indiana for 'Monthly Water Usage'. Havey advised that this is for the sales tax that is collected by CBU.

Debro moved, and Board member White seconded the motion to approve the Standard Invoices: Vendor invoices included \$450,677.28 from the Water Fund, \$750.00 from the Water Sinking Fund, \$4,976.00 from the Water Construction Fund, \$956,247.47 from the Wastewater Fund, \$641,090.47 from the Stormwater Fund.

Motion carried, five ayes. Total claims approved: \$2,053,741.22.

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

Invoices included \$127,865.58 from the Water Fund and \$129,163.93 from the Wastewater Fund.

Motion carried, five ayes. Total claims approved: \$257,029.51.

Debro moved, and White seconded the motion to approve the Wire Transfers, Fees, and Payroll for \$545,084.54. Motion carried, five ayes.

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

Refunds: Customer Refunds included \$33.90 from the Water Fund, and \$2,866.31 from the Wastewater Fund.

Motion carried, five ayes. Total refunds approved: \$6,711.08.

CONSENT AGENDA

CBU Assistant Director - Finance - Havey presented the following items recommended by staff for approval:

- a. Layne Christensen Company, \$6,198.00, Remove high service pump #1 and replace expansion joint
- b. Young Trucking, Inc., \$10,000.00, On-call services for equipment moving and excavation
- c. Gripp Incorporated, \$14,429.00, Replacement of flow meter for the sludge process

Consent agenda was approved as presented. Total approved: \$30,627.00

REQUEST APPROVAL OF RESOLUTION 2024-08 TO DESIGNATE SURPLUS PROPERTY FOR AUCTION

Havey presented the resolution and advised that the Dillman plant had found a number of items that were no longer in use that will be declared surplus and put up for auction.

Debro moved, and Burnham seconded the motion to approve Resolution 2024-08. Motion carried, five ayes.

REQUEST APPROVAL OF AGREEMENT WITH MERRELL BROS., INC. FOR MILLER SHOWERS DREDGING PROJECT

Assistant Director - Environmental - Zaiger presented the agreement for the Miller Showers hydraulic dredging and disposal project.

Debro moved, and Burnham seconded the motion to approve the agreement with Merrell Bros., Inc. Motion carried, five ayes.

OLD BUSINESS: None

NEW BUSINESS: Parmenter noted the number of main breaks that had occurred in recent weeks and wished to thank the CBU staff that worked to correct all these issues in a timely manner.

SUBCOMMITTEE REPORTS:

White noted that Champlin Architecture provided a presentation over the current design of the proposed new Service Center and Maintenance Facility, along with the surrounding property. The presentation also touched on features including eco-friendly features such as stormwater retention basins, and a truck washing station. Ex Officio Flaherty questioned if CBU facilities were subject to the City of Bloomington's Green Building Ordinance that requires all new buildings to be Leadership in Energy and Environmental Design (LEED) Silver at minimum. CBU Capital Projects Coordinator - White advised that LEED Silver is the goal for this project. Flaherty questioned if the design has reached the stage in which considerations for fuel sources of water and space heating have been made. Peden advised that these considerations have been covered and CBU plans to use electric only so no natural gas will be used at the facility, and geothermal is being considered for heating. Burnham questioned if the Mayor's office has provided direction to CBU on how far to proceed with this project. Peden advised that he and Langley had met with the Deputy Mayor and had a discussion regarding the project. Currently all City projects have been paused to ensure that planned projects align with the goals of the new administration. For CBU, that means if there are infrastructure improvements at the plants or other facilities that require the funding, those expenses will take precedence. Burnham noted that CBU does not have the green light from the Mayor for a new Service Center at this time. Peden confirmed, but added that the Mayor does want CBU to proceed to the 50% design target. Both the design and the current study of needed updates and maintenance at the Monroe Plant that Wessler Engineering is working on should be complete at the same time. This will provide CBU with the project list that will need to be added to the Capital Improvements Plan (CIP) that will be used during the upcoming Rate Case. Once CBU has all that information, it will be possible to determine the financial impact on customers with or without the updated Service Center in the Rate Case. Peden added that the portion of the project that would be paid for out of the Stormwater budget was already approved in the previous Rate Case. CBU White added that Weddle Bros., Inc., the contracted Construction Management Agent (CMA) for this project, has also been working with Champlin throughout this design phase and this is helping to develop a clearer estimate for the overall cost of the project. CBU White expects that the estimate for the project should be available around May 1st. Peden advised that at this stage of the design process Champlin is meeting with CBU on a weekly schedule to work through every project cost with the CMA to fine tune the estimate in order to keep the project in line with the initial budget. Burnham noted that she understands recognizes the City's initiatives for LEED Silver and green infrastructure, but noted that if achieving those goals is going to incrementally increase the short-term or long-term cost of the facility, CBU has to be able to evaluate those for its ratepayers that is economical and eco-friendly. Stewart questioned if there will be projected energy consumption estimates for the facility that take into consideration the different options for energy generation. Peden was uncertain if that would be included in the first 50% of the design phase or the second, but that is something CBU will look into.

STAFF REPORTS: CBU Interim Director - Langley - provided an update on CBU's planning for the Solar Eclipse that will occur on April 8th. Langley noted the following:

- CBU has had several internal meetings to identify and address any potential failure points in the system. We have also been working closely with the Mayor's office, the County-wide task force, and the Monroe County Emergency Management Agency.

Staffing

- All 3 plants will operate at normal staff levels, with the addition of the float operator
- T&D will operate with regular staff from 5am-1pm, then on-call superintendent and crew will stay on-site at the Service Center until 5pm, remaining on-call as usual for the rest of the evening
- Control will be staffed as usual (24/7) with an on-call operator on stand-by
- Non-essential CBU employees have the option to either work from home or use PTO

Logistical Preparation

- All trucks, generators, and fueling storage tanks will be filled the Wednesday prior to 4/8
- Plants are arranging to have chemical deliveries scheduled ahead of time
- Plant Superintendents, two maintenance personnel, and three operators will be on-site on 4/8
- Plants can switch to manual operation if the SCADA wifi goes down
- Monroe Plant will start keeping all the storage tanks at full capacities beginning on 4/1 in preparation for the 4/8 (usually they operate at 75% capacity)
- Wastewater: EQ basin pumps at Dillman can operate on back-up generator if needed; Blucher staff has created extra capacity

White noted that a major concern that was brought up during county group meetings regarding the eclipse was shift changes and workers' ability to reach work if there is major traffic congestion. White questioned the timing of CBU's regular shift change. Langley noted that the shift change period for Transmission & Distribution, which handles service requests such as main breaks and sewer back-ups, typically ends its shift at 3:00 p.m. CBU has shifted it so the shift will end at 1:00 p.m. and a standby crew will remain on-site until 5 p.m. White noted that this was a good plan. White noted that as the date approaches, the long-term weather report should be monitored as turnout for the event will be influenced heavily by it. Langley noted that the temporary chemical feed line project has been completed at Lake Monroe Water Treatment Plant and the plant is ready to supply the need for this event. White noted that another consideration that has been discussed by public safety and emergency response agencies is remote stationing of response teams to help better address issues in the event that traffic congestion is a major issue. For CBU, that might mean stationing a North and a South crew ahead of peak traffic hours so that if there is an issue that needs to be addressed, CBU can approach the issue from the least congested direction. Langley noted that CBU has approached Bloomington Police Department regarding police escorts to help crews reach potential issues. White noted that in his discussions with BPD, they anticipate being so busy with traffic direction that it might be difficult to rely on them for other services. White noted another topic that has come up during these discussions is that many employers are unsure if they will be able to get

workers to their business, so they are opting instead to close for the event. Parmenter noted that in other discussions with Langley, in the event of a minor break, CBU has the capacity to let the issue go until it can be addressed at a more convenient time, but only if it's absolutely necessary.

PETITIONS AND COMMUNICATIONS: None

ADJOURNMENT: Parmenter adjourned the meeting at 5:31 pm

Megan Parmenter

Megan Parmenter, President

4 / 9 / 24

Date