

UTILITIES SERVICE BOARD MEETING
6/3/2024

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: Megan Parmenter, Kirk White, Amanda Burnham, Jim Sherman, Seth Debro, Jeff Ehman

Board members absent: Matt Flaherty, David Hittle, Molly Stewart

Staff present: Matt Havey, Kat Zaiger, James Hall, Mark Menefee, Nolan Hendon, Chris Wheeler, Dan Hudson, Hector Ortiz Sanchez, Phil Peden, Kriste Linberg, Daniel Frank

Guests present: None

PETITIONS AND COMMUNICATIONS: None

MINUTES

Board member Sherman moved, and Board member Debro seconded the motion to approve the minutes of the 5/20/2024. Motion carried, five ayes

CLAIMS

Standard Invoice Questions

Sherman noted a charge for Champlin Architecture and questioned how the design of the proposed service center was moving along and if the Board would be receiving an update soon. CBU Assistant Director - Finance - Havey advised that the design project is nearing 50% completion, and at that point they will provide an update to the Board. Board member White recused himself from the IU charges on the bottom of page three for epidemiology testing. Board member Ehman questioned what materials Champlin Architecture will submit to the USB for review at the 50% phase. CBU Assistant Director - Peden - advised that CBU will receive a 50% schematic, cost estimates, and elevations will be included in the rendering of the service center, maintenance buildings, and parking lots. Ehman questioned if they will be providing documentation for why they configured the size of particular departments the way they did, and based on what assumptions. Ehman noted that it was his understanding that this type of analysis would be done, and if the documentation is available he would like to review it. Ehman questioned a charge for locks to lock out meters for delinquent accounts, and the specific process for how meters are locked. CBU Assistant Director - Transmission & Distribution(T&D) - Hall advised that there is a valve on both sides of the meter inside the meter pit that can be locked once the valve has been closed. Parmenter questioned the charges for the Wastewater Challenge. Havey advised that it is a yearly competition for workers in the industry to participate in challenges related to their field. Parmenter questioned the charges for epidemiology testing, specifically when the contract will end, and what the data being collected is currently being used

for. CBU Interim Director - Zaiger advised that the data is still being used as a part of CBU's pretreatment program, along with being provided to a number of national databases for the CDC and other groups. Zaiger also noted that the contract is set to expire in October. White noted that flu strains and other illnesses are also being tested, and all this data can be helpful to local healthcare officials. Zaiger noted that this is why the program has been reframed from 'Covid testing' to 'epidemiology', because they are scanning for other viruses as well.

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

Vendor invoices included \$331,390.35 from the Water Fund, \$223,750.90 from the Water Construction Fund, \$452,750.90 from the Wastewater Fund, \$465,801.95 from the Stormwater Fund.

Motion carried, six ayes. Total claims approved: \$1,473,506.49.

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

Invoices included \$49,249.47 from the Water Fund and \$10,137.96 from the Wastewater Fund.

Motion carried, six ayes. Total claims approved: \$59,387.43.

Sherman moved, and Debro seconded the motion to approve the Correction of 5/20 Wire Transfers, Fees, and Payroll for \$481,657.29. Motion carried, six ayes.

Parmenter questioned the reason for the correction. CBU Assistant Director - Finance - advised there was a typo in the FICA line previously brought to the Board for approval.

Sherman moved, and Debro seconded the motion to approve the Wire Transfers, Fees, and Payroll for \$453,056.08. Motion carried, six ayes.

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

Refunds: Customer Refunds included \$119.43 from the Water Fund, \$7,352.05 from the Wastewater Fund, and \$4,102.00 from the Stormwater Fund

Motion carried, six ayes. Total refunds approved: \$7,471.48.

REQUEST APPROVAL OF RESOLUTION 2024-13 TO SELL A TRACT OF LAND PURSUANT TO I.C.§36-1-11-5

Sherman moved, and Debro seconded the motion to approve Resolution 2024-13. Motion carried, six ayes.

REQUEST APPROVAL OF SERVICE AGREEMENT WITH GRIPP INC.

CBU - Utilities Technician - Dabertin presented the agreement for continued maintenance of eleven flow meter sites at different points in the sewer system. The agreement will cover the cost of calibration and maintenance of the equipment, along with data storage. Ehman noted that in the claims there is a roughly \$6,000.00 dollar monthly charge and an \$8,000.00 calibration charge. Ehman questioned if the calibration charge is annual. Dabertin advised that the charges vary from month to month depending on services rendered. CBU is charged for the data hosting once a year, and the charges for repairs and calibration come monthly. Ehman questioned the 'not to exceed' (NTE) amount of the contract. Dabertin advised that the NTE for

this agreement is \$321,444.00. White questioned what the flow meters track and why CBU is using them. Dabertin advised that the flow meters track the level of water in a manhole, the velocity of the flow, and the overall flow through that pipe. This allows the tracking of Inflow and Infiltration (I&I) at different points in the sewer system. A few are kept in historical locations, and a few are moved around to different neighborhoods for I&I monitoring pre and post projects to determine the outcome of I&I reduction projects. White clarified that some of the meters are fixed while others are moved around the city. Dabertin confirmed that five are static and track the main sewer basins in Bloomington, and the remaining are moved around as needed. White questioned if CBU has realtime access to the data being provided by the flow meters. Dabertin confirmed that CBU can access the data at any time, and that the data is updated on a daily basis. White noted that this seems like a valuable tool to detect the worst areas of I&I during major storm events and help CBU address trouble spots within the sewer network. Ehman questioned if CBU has the available staff and time to maximize the value of the available data, and if CBU is exploring other options for future uses. Dabertin advised that CBU is currently maximizing the available data and noted the data gained was used for the I&I presentation that was provided to the Engineering Subcommittee several months ago. Dabertin also noted that CBU currently has several meters placed in neighborhoods that are part of the sewer pipe lining projects currently underway, and they should provide a more insight into the effectiveness of these projects. Dabertin also noted a meter that has been placed for almost a year in the Highlands Village neighborhood in anticipation of a future I&I reduction project in that area.

Sherman moved, and Debro seconded the motion to approve the service agreement with Gripp, Inc. Motion carried, six ayes.

OLD BUSINESS: None

NEW BUSINESS: None

SUBCOMMITTEE REPORTS: None

STAFF REPORTS: Zaiger noted the following staff notes:

Congratulations go to these employees:

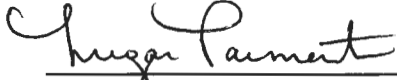
- Alan Christy and Christian Eberle were promoted to Specialized Crew Leader in T&D.
- Zach Palu was promoted to Utilities Specialist II

Completed Certifications & Licensure:

- Kevin Housel, Andrew Boden, Christian Eberle, and Melissa Ruszkowski completed the Indiana State Dig Law Training.
- The following individuals completed and are certified for the Indiana Water Environment Association (IWEA) Wastewater Collection System Operator Class II: James Hall, Bradley Elkins II, Ken Larmon, Danny Wall
- Austin Bennington earned his Drinking Water Operator License (DSL).
- Dan Hudson, Mark Menefee, and Kevin White of Engineering completed the - BBC Pump & Equipment - W/WW Engineering Course.

PETITIONS AND COMMUNICATIONS: None

ADJOURNMENT: Parmenter adjourned the meeting at 5:19 pm



Megan Parmenter, President

6-17-24

Date