

UTILITIES SERVICE BOARD MEETING
1/13/2025

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CALL TO ORDER

Board President Debro 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, Jim Sherman, Jeff Ehman, Seth Debro, Matt Flaherty, Molly Stewart

Board members absent: Amanda Burnham, David Hittle

Staff present: Katherine Zaiger, Matt Havey, James Hall, Caden Swanson, Phil Peden, Mark Menefee, Dan Hudson, Jose Fuentes, Nolan Hendon, Nancy Axsom, Elizabeth Carter, Hector Ortiz Sanchez, Daniel Frank

Guests present: None

PETITIONS AND COMMUNICATIONS FOR ITEMS OR TOPICS NOT FOUND ON THE AGENDA: None

APPEAL OF SERVICE FEE CHARGE

Assistant Attorney - Wheeler presented the appeal noting that Wierhake disputed the service charges for disconnection and reconnection of his water following non-payment of the September and October bills. Wheeler noted that CBU Collections Specialist - Guyton advised that the customer has a payment history that includes multiple instances of being provided disconnection notices after his payment was overdue for multiple months before calling to make payment. In this instance payment was never received and service was disconnected on Tuesday November 12th at 10:00 am. Wheeler noted that the service charge has been vetted, reviewed, and approved by the USB as far back as 1979. The current iteration was approved by the USB, Bloomington City Council, and the Indiana Utilities Regulatory Commission. Wheeler noted that CBU followed all the procedures and requirements and that the appeal should be denied. Sherman questioned the bases for the appeal. Wheeler indicated that the customer misplaced the notice and did not realize it was a 'notice of disconnect'. Debro noted that the turn-off and reconnection of the water were both \$45.00 dollar charges, totaling the \$90.00 that is being appealed. Wheeler confirmed. Ex Officio Flaherty questioned if CBU staff that visit these locations attempt to make contact with customers prior to disconnection of service, or if written notice is the only notice. Wheeler advised that several written notices occur prior to the disconnect and there is no procedure in place for CBU staff to attempt to make contact in-person while turning off the water. Wheeler noted that the staff who perform the shut-off are equipped with the information regarding the account, including how much the bill is, how the customer should make arrangements to make the payment, and providing a door tag to notify that water has been turned off, adding that they are not expected to have a dialog with the

customer. Flaherty questioned if that was an option, perhaps it would help prevent similar instances. Parmenter commented that this may help, but voiced concern about CBU staff safety. Parmenter added that the customer's previous payment history has no bearing on this appeal, noting that CBU followed procedure and charged for the service provided as it would in any similar case and supported denying the appeal. Wheeler advised that the prior payment history was discussed simply to illustrate that the customer is not unfamiliar with the process, and this was not a one-off occurrence where the customer simply didn't know what was happening. CBU Director - Zaiger addressed Flaherty's remarks regarding potentially trying to make contact with customers while performing shut-offs noting that Parmenter's concerns about safety are why CBU does not encourage staff to knock on doors. Zaiger added that CBU is working toward text notifications that will hopefully increase success of reaching our customers. Wheeler added that CBU Rules and Regulations were recently updated communication methods to include electronic notifications in the hopes of eliminating some of these concerns for CBU customers. Debro clarified that the customer received two written notifications and a door tag warning of the disconnection.

Sherman moved, and White seconded the motion to deny the appeal.

The motion received a roll-call vote: Sherman -yes, White -yes, Ehman -yes, Parmenter -yes, Stewart -yes, Debro - yes.

Parmenter left the meeting at this time.

MINUTES

Debro noted that David Hittle was listed twice in attendance and requested it be corrected.

Sherman moved, and White seconded the motion to approve the Regular minutes of the 12/30/2024 meeting, pending correction. The motion received a roll-call vote: White -yes, Ehman -yes, Sherman-yes, Debro-yes, Stewart -yes.

CLAIMS

Payable Claims Question

Sherman questioned the charge for a new truck, and noted that there was a similar charge on the previous claims. CBU Assistant Director - Finance - Havey confirmed that the charge is for a separate vehicle.

White moved, and Sherman seconded the motion to approve the Payable Claims:

Invoices included \$304,091.64 from the Water Fund and \$108,199.89 from the Water Construction Fund, \$259,253.25 from the Wastewater Fund, \$162,008.25 from the Wastewater Construction Fund, and \$18,201.38 from the Stormwater Fund.

The motion received a roll-call vote: Ehman -yes, Debro -yes, White -yes, Stewart -yes, Sherman-yes. Total claims approved: \$851,754.41.

Sherman moved, and White seconded the motion to approve the Standard Claims:

Invoices included \$825.00 from the Water Fund, and \$13,063.27 from the Wastewater Fund.

The motion received a roll-call vote: Stewart -yes, Ehman -yes, Debro -yes, White -yes, Sherman -yes. Total claims approved: 13,888.27.

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

Invoices included \$5,920.40 from the Water Fund, and \$11,839.54 from the Wastewater Fund.

The motion received a roll-call vote: Sherman -yes, Debro -yes, Ehman -yes, White -yes, Stewart -yes. Total claims approved: 17,759.94.

White moved, and Sherman seconded the motion to approve the Wire Transfers, Fees, and Payroll for \$611,382.79. The motion received a roll-call vote: White -yes, Stewart -yes, Ehman -yes, Sherman -yes, Debro -yes.

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

Refunds: Customer Refunds included \$3.33 from the Water Fund, \$2,581.89 from the Wastewater Fund,

The motion received a roll-call vote: White -yes, Ehman -yes, Sherman -yes, Debro -yes, Stewart -yes.. Total refunds approved: \$2,585.22

CONSENT AGENDA

Zaiger presented the following items recommended by staff for approval:

- a.) Koorsen Fire & Security, Inc., \$754.59, Alarm communicator upgrade at the Utilities Service Center

Consent Agenda approved pending controller approval. Total approved: \$754.59

REQUEST APPROVAL OF AGREEMENT FOR SERVICES WITH M.E. SIMPSON COMPANY, INC.

CBU Project Coordinator - Axsom presented the agreement noting that it will provide maintenance and capacity testing for the fire hydrants in CBU's system. White questioned how this maintenance is performed and if all the hydrants are tested every year, or if a portion of the total is inspected every year on a rotating schedule. Axsom advised that the maintenance is performed on every hydrant and the capacity testing is performed on a quarterly basis, with 25% tested each year. Results of the capacity testing will dictate what color the hydrant bonnet is painted indicating the maximum output available for that hydrant. Axsom noted that the painting is performed by CBU and not a part of this contract. White questioned if the company will provide reports on hydrants that are not working properly and CBU will address the issue. Axsom advised that if any issues are found, CBU will handle the repairs. This contract will cover normal maintenance, including greasing, operating valves, and ensuring that the hydrant drains properly so they don't freeze. White questioned the case of industrial buildings with private fire hydrants and how those are inspected. Axsom advised that hydrants on private fire loops are required to test their systems, but CBU does not monitor their inspections, but noted that those owners should want to have their systems tested. Axsom added that the Bloomington Fire Department (BFD) would prefer to use a public hydrant when possible because BFD is aware of CBU procedure and trusts that the color coding is correct. In the case of Indiana University, all the hydrants are painted red and that indicates the lowest level of flow available. White questioned whether this included all the hydrants in the city limits. Axsom clarified that it is for

the entire distribution system, regardless of city limits. White questioned whether this includes any wholesale distributors that CBU provides water to. Axsom clarified the CBU only provides up to the meters of the wholesale customer, they are responsible for any fire hydrants on their side of the meter. White added that the recent wildfires in California have opened a dialogue regarding fire hydrants and there are many who are unaware that hydrants are supplied by the same lines that provide water to peoples homes. There is a misconception for many that hydrants are supplied by a separate distribution system. Axsom noted that she cannot speak to the system in California, but that is not the case in Bloomington. Axsom added that CBU has an operating range in the storage tanks that provides a buffer for emergencies so pressure is maintained even in the case of an emergency. White advised that he recently asked the BFD the estimated amount of water needed to extinguish a fully engulfed two-story home and it was 30,000 gallons. CBU has seven tanks and a production capacity of 15 million gallons a day, so even in the case of an emergency, Bloomington should be in good shape.

White moved, Sherman seconded to approve the agreement with M.E. Simpson Company, Inc. The motion received a roll-call vote: Stewart -yes, Debro -yes, White-yes, Sherman -yes, Ehman -yes.

REQUEST APPROVAL OF AMENDMENT NO.1 WITH BLACK & VEATCH CORPORATION, INC.

CBU Capital Projects Coordinator - Hudson presented the amendment to extend the expiration date of the agreement. The contract is currently waiting for the results of a study to be received before completing their work. There is no change in cost for the agreement.

moved, seconded to approve the agreement with Black & Veatch Corporation. The motion received a roll-call vote: White - yes, Debro - yes, Ehman - yes, Sherman - yes, Stewart - yes.

REQUEST APPROVAL FOR CONSTRUCTION SERVICES WITH KOKOSING INDUSTRIAL, INC.

CBU Utilities Engineer - Menefee presented the agreement for the Dillman Wastewater Treatment Plant Site Safety and Capacity Improvement Project. The project will increase the capacity rating for the plant from 15 million gallons per day to 19 million gallons per day, replace piping at the influent pumping station in response to a piping failure two years ago, and provide improvement for site safety including adding ventilation in the chemical building and fall protection improvements. Kokosing was the low bidder at \$5,025,000 and timeline for completion is two years. White questioned if the cost of this project was funded by the previous rate increase. Menefee advised that this project was funded by 2023 sewer bonding for capital improvement projects. Ehman noted that there were place holders in the document included in the packet and wanted to ensure those were updated. Menefee confirmed that they will be updated.

White moved, Sherman seconded to approve the agreement with Kokosing Industrial, Inc. The motion received a roll-call vote: Stewart - yes, Sherman - yes, White - yes, Debro - yes, Ehman - yes.

REQUEST APPROVAL OF RESOLUTION 2025-01 TO DESIGNATE SURPLUS PROPERTY FOR AUCTION

CBU Purchasing Manager - Fuentes presented the resolution to auction the equipment included in the exhibit.

White moved, Sherman seconded to approve Resolution 2025-01.

The motion received a roll-call vote: Sherman - yes, White - yes, Ehman - yes, Stewart - yes, Debro - yes.

REQUEST APPROVAL OF CBU STORMWATER DESIGN MANUAL

Assistant Director - Engineering - Peden presented the request for approval of the updated stormwater design manual. He credited Zaiger, Carter, and Swanson for their contributions and introduced Sam Robertson, a professional engineer with Clark Dietz, Inc., who played a significant role in the project. The manual was last reviewed by the USB on July 1st and has since undergone extensive review, including input from the public, local developers, engineers, and the city engineering department. Two rounds of comments were conducted, resulting in 43 comments and 15 changes that enhanced the manual. Peden emphasized the collaborative process and the improvements made, noting that the updated manual will better support project reviews and design standards. White questioned if there were focus groups or town hall style meetings to discuss the document with local groups. Peden clarified that CBU shared a Google document with local interest and they provided comments that were reviewed and helped shape the manual. White questioned if it was distributed to local contractors and engineers. Peden confirmed and noted that the manual will be a living document that will be adjusted as needed.

White moved, Sherman seconded to approve the CBU Stormwater Design Manual.

The motion received a roll-call vote: Ehman - yes, Debro - yes, White - yes, Stewart - yes, Sherman-yes.

OLD BUSINESS: None

NEW BUSINESS: None

SUBCOMMITTEE REPORT: None

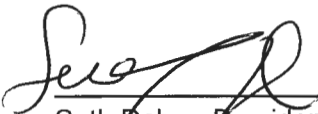
STAFF REPORTS:

Zaiger began by expressing gratitude to CBU and city staff for their hard work during the recent snowstorm, acknowledging their efforts in maintaining essential services under challenging conditions. Zaiger also thanked the board for participating in Friday's retreat, describing it as productive and expressing enthusiasm for the collaborative work ahead in the new year. Additionally, Zaiger took time to honor John Langley, a dedicated public servant who passed away earlier this month. Langley's 41-year career with the city included roles such as deputy director of CBU, housing code enforcement director, and PCB coordinator. His significant contributions and leadership in the PCB remediation project were highlighted as key achievements that left a lasting impact on the Bloomington community. Zaiger remembered Langley as a charismatic and principled leader who excelled at fostering meaningful dialogue and shared her appreciation for Langley's legacy. Debro thanked Langley for his service to CBU

and the community. Sherman noted that PCBs was the big issue in the 1990 election and the topic was surrounded by controversy and difficulty in resolving the issue and Langley helped the city navigate through the problem. White seconded Sherman's statement and emphasized the scope of the PCB cleanup and its impact on the community, adding that CBU paid for all the legal work and staff labor for the cleanup because it was all located at the city sewer plants. Debro thanked the CBU staff for their work over the past week during the snow storm. Hall provided an update related to the newly formed Sewer Lateral Committee meeting noting that it provided a background on how CBU determined the total number of sewer laterals and potential cost, along with exploring strategies that other municipalities have used to address this issue. Hall requested that committee members explore some of these options and the committee will meet to discuss options and create a document that will explain implementation and cost to CBU for a variety of different approaches. There are approximately 12,000 clay laterals that may need to be replaced with an estimated cost of \$55,000,000-\$77,000,000 dollars. There are multiple ways that municipalities have addressed the issue, from giving it to private insurance or doing some form of rate case that sets aside funding to assist in replacement, and CBU is looking at the best plan. White questioned the number of clay laterals. Hall advised there are roughly 12,700 clay laterals in Bloomington and some have already been lined as part of previous sewer lining projects. Hall added that the \$55,000,000 estimate was based on lining the laterals rather than replacing them, vs \$77,000,000 for trenching and replacing the laterals. Hall noted that if CBU pursues this plan it will likely involve both lining and trenching. White questioned if the goal of this project would be to help with infiltration. Hall confirmed, noting that Inflow and Infiltration (I&I) make up a large expense for the utility as the additional water that enters the sewer system. Inflow is being addressed with other projects that CBU is working on, and this plan will help to address Infiltration. CBU began looking at this issue because it can cost a homeowner between \$40,000-\$50,000 dollars depending on where the lateral is located. White and Debro thanked the staff for their work related to this project.

PETITIONS AND COMMUNICATIONS:

ADJOURNMENT: Debro adjourned the meeting at 5:49 pm


Seth Debro, President

1/27/2025
Date