

**UTILITIES SERVICE BOARD MEETING**  
**4/21/2025**

***Utilities Service Board meetings are available at CATSTV.net.***

**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, Amanda Burnham, Kirk White, Jim Sherman, Seth Debro, David Hittle

**Board members absent:** Matt Flaherty, Jeff Ehman, Molly Stewart

**Staff present:** Kat Zaiger, Matt Havey, Caden Swanson, Matt Wilson, John Arbuckle, Joel Pontius, Hector Ortiz Sanchez, Daniel Frank

**Guests present:** None

**PETITIONS AND COMMUNICATIONS:** None

**MINUTES**

Board Vice President White noted that his abstention related to two charges for Indiana University from the previous meeting's *Revised Standard Invoices* was not noted and requested it be added. CBU Administrative Assistant - Frank confirmed.

***White moved, and Board member Sherman seconded the motion to approve the minutes of the 4/7/2025 meeting pending correction. Motion carried, five ayes.***

**CLAIMS**

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

Invoices included \$210,124.16 from the Water Fund, \$28,756.44 from the Water Construction Fund, \$185,948.23 from the Wastewater Fund, \$13,737.98 from Wastewater Construction Fund, and \$17,417.19 from the Stormwater Fund.

***Motion carried - five ayes. Total claims approved: \$455,984.00.***

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

Invoices included \$133,353.98 from the Water Fund, \$95,567.80 from the Wastewater Fund, and \$88.47 from the Stormwater Fund.

***Motion carried - five ayes. Total claims approved: \$229,010.25.***

***White moved, and Sherman seconded the motion to approve the Wire Transfers, Fees, and Payroll for \$525,214.02. Motion carried - five ayes.***

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

***Refunds:*** Customer Refunds included \$52.26 from the Water Fund and \$2,349.65 from the Wastewater Fund.

***Motion carried - five ayes. Total refunds approved: \$2,401.91***

#### **CONSENT AGENDA**

Zaiger presented the following items recommended by staff for approval:

- a. Brehob Corporation, \$3,530.94, Compressor service at Monroe Water Treatment Plant (MWTP)
- b. Brehob Corporation, \$3,189.03, Parts and labor for the main plant desiccant dryer and oil separator
- c. Electric Plus, Inc., \$2,600.00, Wiring forklift charger

**Consent Agenda items were approved as presented. Total approved: \$9,319.97**

#### **REQUEST APPROVAL OF PUBLIC WORKS AGREEMENT WITH INSITUFORM TECHNOLOGIES USA, LLC**

CBU Utilities Engineer - Swanson presented the agreement.

***White moved, Sherman seconded to approve the agreement with Insituform Technologies USA, LLC. Motion carried - five ayes.***

**OLD BUSINESS:** Board member Burnham noted outstanding old business topics to ensure work was still underway to provide answers to various questions including:

- 2/24 - Data on services CBU has paid to Fleet for various maintenance needs. Havey confirmed it is being worked on.
- 2/24 - Question from Sherman regarding CBU operating without IURC oversight. Burnham noted that Assistant City Attorney - Wheeler was working on this topic and Sherman confirmed that Wheeler was working with the Mayor's office
- 3/24 - Lawnmower follow-up. Debro noted that it was discussed at the previous meeting, and staff advised there had been no negative feedback regarding the quality of mowing work that had been done. Havey confirmed.
- 4/7 - Question regarding the charges for Ricoh being assigned to the proper accounts. Havey advised he had not addressed the issue yet, but will shortly.

Sherman also requested an update on the streetsweeping routes. Zaiger advised that a full presentation is planned that will include details on how the program will improve stormwater quality and the routes will be included. Havey noted that CBU updated the Rules and Regulations the previous fall to adjust the summer wastewater averaging window. There had been discussion at a previous USB meeting about moving it back to the original averaging window and Havey advised that a final decision would be needed soon because the deadline to change was approaching. Sherman noted that after the water usage data was presented, it was clear that CBU should switch back to the original averaging window. Havey advised that the change to Rules and Regulations would be brought to the next meeting.

**NEW BUSINESS:** None

**SUBCOMMITTEE REPORT:** None

**STAFF REPORTS:**

Zaiger presented the following:

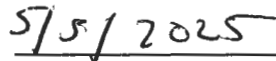
- Kelsey Thetonia, Asst. Director of Environmental Programs - received her Transportation of Hazardous Materials Certification
- Justin Meschter, Water Quality Coordinator, earned his Water Operator Certification (DSL).

**PETITIONS AND COMMUNICATIONS:** Parmenter noted a recent interview done by CBU Communication Manager - McLauchlin outlining recent projects underway at CBU and thanked her for her effort, along with everyone else who helps to keep CBU operating every day.

**ADJOURNMENT:** Debro adjourned the meeting at 5:12 pm



Seth Debro, President



Date