

# UTILITIES SERVICE BOARD MEETING

August 7, 2017

***Utilities Service Board meetings are recorded electronically or stenographically and are available during regular business hours in the office of the Director of Utilities.***

Board President Frank called the regular meeting of the Utilities Service Board to order at 5:00 p.m. The meeting was held in the Utilities Service Board room at the City of Bloomington Utilities Administrative Building in Bloomington, Indiana.

Board members present: Sam Frank, Jim Sherman, Jason Banach, Amanda Burnham, Julie Roberts, Jim Sims, Jeff Ehman, and Terri Porter (ex-officio).

Staff members present: Chris Wheeler, Brad Schroeder, Phil Peden, Jay Ramey, Tom Axsom, Jon Callahan, John Langley, Michelle Waldon, Holly McLaughlin, Efrat Feferman, and Vic Kelson.

## MINUTES

***Board Vice President Sherman moved and Board Member Roberts seconded the motion to approve the minutes of the July 24<sup>th</sup> meeting. Motion carried, 7 ayes.***

## CLAIMS

***Sherman moved and Board Member Roberts seconded the motion to approve the standard claims as follows:***

***Vendor invoices submitted included \$615,349.41 from the Water Utility; \$391,426.60 from the Wastewater Utility; and \$194,385.99 from the Stormwater Utility. Total Claims approved, \$1,201,162.00.***

***Motion carried, 7 ayes.***

Board asked for clarification on "SBRS". This was a training for wastewater operators from a biological contractor which works with water and wastewater. Also, 1<sup>st</sup> quarter and general service portion of interdepartmental agreement is being paid in August 2017 due to agreement being signed in June 2017.

***Sherman moved and Roberts seconded the motion to approve the utility claims as follows:***

***Utility invoices submitted included \$104,807.09 from the Water Utility; \$74,317.72 from the Wastewater Utility; and \$0.00 from the Stormwater Utility. Total Claims approved, \$179,124.81.***

***Motion carried, 7 ayes.***

***Sherman moved and Roberts seconded the motion to approve the wire transfers and fees for the month of July in the amount of \$317,423.73***

***Motion carried, 7 ayes.***

There were no customer refunds to approve at this meeting.

### **WEST 3RD ST CURB RAMPS QUOTE OPENING**

CBU Engineer Phil Peden and CBU Technician Jay Ramey opened the 3 bids received for this project building ADA compliant curbs. Groomer Construction's bid was \$39,860, Milestone's bid was \$74,500, and E&B Paving's base bid was \$49,650. A contract with the lowest responsive bidder will be presented at next USB meeting. City of Bloomington Housing and Neighborhood Development will be funding this project. CBU estimated the total at \$50,000.

### **REQUEST FOR APPROVAL OF CONTRACT FOR PRIVATE HYDRANT SERVICING**

***Sherman moved and Roberts seconded the motion to approve contract; motion carried, 7 ayes.***

City Attorney Chris Wheeler presented a contract between CBU and ME Simpson. ME Simpson has a contract to test and service CBU's hydrants. They will also test and service private hydrants and the customer is charged the same rate that CBU pays which is \$49 per hydrant. This contract is a renewal of the annual contract with ME Simpson. The USB asked that CBU look into charging the customer a slightly higher fee to cover administrative costs for next year's contract.

### **REQUEST FOR APPROVAL OF CONTRACT FOR THE SALE OF WATER**

***Sherman moved and Roberts seconded the motion to approve contract; motion carried, 7 ayes.***

Wheeler presented a renewal of contract between B&B water and CBU for wholesale water. The only significant change is the possibility to add additional points of delivery when agreed upon by both parties. USB expressed concern for the length of the term which is 20 years. Wheeler responded that there is a "lot of breathing room" for future changes. Another thought from the USB is that the maximum might not be enough if there is growth in the B&B service area and what would happen if water quality was not up to the standard required by the contract. Wheeler pointed to Item 16 which states that all provisions may be modified or altered in writing. CBU Director Vic Kelson also responded that maintaining water quality is essential for all CBU customers and CBU and the USB would in discussions about how to improve WQ before it became an issue that affects this or any other wholesale contract. Lastly, the USB asked why CBU allows the minimum so low instead of asking for a higher minimum to ensure consistent income. Wheeler responded that it was a good idea that would be considered for future contracts.

### **REQUEST FOR APPROVAL OF CONTRACT FOR REPAVING WOODYARD RD**

***Sherman moved and Roberts seconded the motion to approve contract; motion carried, 7 ayes.***

Wheeler presented a contract between CBU and Bloomington Sealcoat. This contract is \$19,550 to repave Woodyard Rd where CBU recently completed an infrastructure project.

## REQUEST FOR APPROVAL OF 2018 BUDGET

***Finance subcommittee put forward recommendation for to approve budget; motion carried, 7 ayes.***

Kelson and Assistant Director for Finance Feferman presented the proposed 2018 budget. Kelson reported that the goals for the 2017 budget have been met or are in progress. Goals for 2018 include safety, personnel changes, customer service and assistance, water quality, advanced metering, reducing sanitary sewer overflows, water main replacement, reducing energy use, working with Sanitation to implement trash changes, wastewater capacity improvements, and scheduled rate reviews.

The proposed budget for water, wastewater, and stormwater is \$43,698,637.40; 7.8% increase over 2017 which reflects the water rate increase.

The USB asked if there will be pretreatment program for the new hospital similar to the pretreatment program for industrial businesses. Kelson responded that CBU will know what is in the flow and implement pretreatment as needed because hospitals are subject to the same industrial rules.

USB comments were that they appreciate seeing the staff out working in our community and the results from customer education. The improved safety numbers reflect CBU's commitment to safety and also speak to low staff burnout, although with the number of projects on the horizon burnout is something to lookout for. The USB highly recommends the scheduled rate reviews to prevent customer shock and rates reflecting political changes. Lastly, the Board commented that the presentation was very clear and looked good and they would like to see it on the website.

Another comment was that there were few questions due to the effort of CBU to communicate clearly and fully with the Board about all the activities at CBU.

Kelson responded that CBU has a great team spirit. The budget was approved and will be presented to City Council on August 15, 2017.

**OLD BUSINESS:** N/A

**NEW BUSINESS:** N/A

**SUBCOMMITTEE REPORTS:** Finance subcommittee met before meeting and recommended passing 2018 budget.

**STAFF REPORTS:** Kelson mentioned rate increase is in effect, that the ESG contract for solar has been expedited to take advantage of a reimbursement program expiring in 2017, the 50<sup>th</sup> Anniversary celebration has been moved back due to Labor Day conflicts, and that August is water Quality month.

**PETITIONS AND COMMUNICATIONS:** N/A

**ADJOURNMENT:** The meeting was adjourned at 6:17 p.m.

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Samuel K. Frank, President