UTILITIES SERVICE BOARD MEETING

September 5, 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, Jeff Ehman, Julie Roberts, and Jim Sims (ex-officio).

Staff members present: Chris Wheeler, Mike Hicks, Brad Schroeder, Phil Peden, Jane Fleig, Tom Axsom, Jon Callahan, John Langley, Michelle Waldon, Cindy Shaw, Nolan Hendon, Holly McLauchlin, Efrat Feferman, and Vic Kelson.

MINUTES

Board Vice President Sherman moved and Board Member Roberts seconded the motion to approve the minutes of the August 21st meeting. Motion carried, 6 ayes.

Frank welcomed Jim Sims, former voting member of the Board, as newest ex-officio member.

CLAIMS

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

> ***Vendor invoices submitted included $179,339.56 from the Water Utility; $78,855.72 from the Wastewater Utility; and $11,350.39 from the Stormwater Utility. Total Claims approved, $269,545.67.***

Motion carried, 6 ayes.

Board Member Ehman asked about SR2 meters, which are residential ¾ inch meters according to CBU Assistant Director (T&D) Axsom. Ehman also asked about backflow-related materials that were charged between water and wastewater. CBU Assistant Director (Finance) explained that backflow was a 40/60 split unlike pretreatment, which is solely funded through wastewater.

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

> ***Utility invoices submitted included $4,851.33 from the Water Utility; $6,638.66 from the Wastewater Utility; and $0.00 from the Stormwater Utility. Total Claims approved, $11,489.99.***

Motion carried, 6 ayes.

Sherman moved and Roberts seconded the motion to approve the wire transfers and fees for the month of August in the amount of $316,844.72.

Motion carried, 6 ayes.

Sherman moved and Roberts seconded the motion to approve the customer refunds as follows:

> ***Customer refunds submitted included $153.61 from the Water Utility; $2,800.44 from the Wastewater Utility; and $0.00 from the Stormwater Utility. Total Claims approved, $2,954.05.***

Motion carried, 6 ayes.

BID OPENING DILLMAN RD WWTP EFFLUENT FILTER IMPROVEMENTS PROJECT

CBU Engineer Hicks said CBU received bids until 4:45. Any received after that time were returned unopened. Wessler Engineering did the design and Andrew Thompson of Wessler helped in bid opening

The following five base bids were received by the deadline and opened at the meeting:

Dugan & Meyers	Louisville, KY	$1,060,000.00
Graves Construction	Switz City, IN	$1,081,081.00
Kokosing Industrial	Westerville, OH	$929,300.00
Mitchell & Stark	Medora, IN	$1,541,000.00
Reynolds Construction	Orleans, IN	$1,125,125.00

Hicks thanked all bidders for their time. CBU engineers will review the bids and bring a recommendation to the next Board meeting. Engineering's estimate for the project was $950,000.00.

RESOLUTION APPROVING ENERGY SAVINGS CONTRACT

Sherman moved and Roberts seconded the motion to approve resolution; motion carried, 6 ayes.

CBU Director Kelson brought Resolution 2017-3 to the Board. He reminded the Board that the solar portion of the Energy Savings Contract between ESG and the City had been extracted and expedited for completion by the end of the year. Although the USB did not need to approve the contract as it is between the City and ESG, the USB will need to approve CBU funding related to the project so CBU is asking the Board to approve this resolution in support of the solar panels. City Attorney Chris Wheeler feels that his colleague Thomas Cameron skillfully negotiated the agreement and is confident in the terms presented in the contract. The Board of Public Works and the Parks Board may not do resolution, but they will be involved as well. Wheeler emphasized that he wanted this board to have an opportunity to publicly support the contract since almost one-half of the proposed photovoltaic in the contract will be at CBU facilities. City-wide solar will result in a lease payment of $941,000; CBU portion will be a little less than half. This number will firm up as design is completed. Board stressed the critical timeline as the solar panels must be up and running by December 31st to take advantage of the federal incentive. By signing the

Resolution, the Board is not giving up the right to approve or deny other phases or funding. The Board expressed desire to have deliverables of results. When savings start, how are we going to know how it's going? Board would like a concise quarterly report of savings and also encouraged CBU to use data in the budget report Spring of 2018. Kelson said the energy bills showing kilowatt hours used is on BClear.

SUBCOMMITTEE REPORTS: Rules and Regulations subcommittee met on this day at 4:00pm. Sherman reported that the first item discussed was unclaimed balance- money owed to customers that was never collected. The proposed regulation is to credit that money in after 7 years. The subcommittee recommended to the full board that they approve the resolution.

The second agenda item at the subcommittee meeting was a discussion of the purchasing policy. The board will work with CBU staff to draft a purchasing policy that defines what amounts and situations need what approval.

RESOLUTION REGARDING UNCLAIMED CUSTOMER CREDIT BALANCES

Subcommittee recommended to approve resolution; motion carried, 6 ayes.

CBU Assistant Director (Finance) presented Resolution 2017-4 to receipt in customer balances after being unclaimed for seven years. It is modeled on a similar resolution passed by the Board to write off unpaid customer bills after seven years. It also follows related State statute. Board asked if a customer could come in after seven years to claim the amount, but Feferman said after that time, the resolution states the amount becomes CBU property. Feferman stated that CBU staff makes many attempts to contact the customer, but there are times when the customer has not left forwarding addresses, phone numbers, or email addresses.

OLD BUSINESS: N/A

NEW BUSINESS: N/A

STAFF REPORTS: Kelson stated that the Herald Times has a good article related to the water main replacement program. He mentioned that the Lake Lemon draw-down started and, weather permitting, the trestle repair should be done in a timely manner. The 50th Anniversary Celebration will be on September 16th. Kelson also reminded all that this was Feferman's last USB meeting. He said that Efrat is a pleasure to work with and a rock of stability. Feferman said she worked with a stellar team in Finance and was honored to be a part of the team for 9 years. President Frank applauded the work she's done and feels that working with people is her passion and where her heart is. He stated appreciation for presenting financial information in a digestible way.

PETITIONS AND COMMUNICATIONS: Sherman asked about new trash system. Feferman replied that CBU feels ready in its part. There is ongoing coordination with Sanitation and soon temporary Sanitation staff will be stationed at the CBU office for customer service. CBU has been testing the bill and it is probable that it will go out on time with the correct amount.

ADJOURNMENT: The meeting was adjourned at 5:41 p.m.

_____

Samuel K. Frank, President