

UTILITIES SERVICE BOARD MEETING

May 14, 2018

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

Board President Roberts 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 Service Center 600 East Miller Drive, Bloomington, Indiana.

Board members present: Julie Roberts, Jim Sherman, Jason Banach, Amanda Burnham, and Jim Sims, ex-officio.

Staff members present: Phil Peden, Tom Axsom, Brad Schroeder, Brandon Prince, Michelle Waldon, John Langley, Chris Wheeler, Holly McLaughlin, Laura Pettit, and Vic Kelson.

MINUTES

Board Vice President Sherman moved and Board member Burnham seconded the motion to approve the minutes of the April 30th meeting. Motion carried, 4 ayes (3 members absent: Capler, Frank, & Ehman) with a change requested by staff to change "CBU's right of way" to "the City's right of way" on page 2.

CLAIMS

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

Vendor invoices submitted included \$74,939.95 from the Water Utility, \$106,723.72 from the Wastewater Utility, and \$401.92 from the Stormwater Utility. Total Claims approved: \$182,065.59.

Motion carried, 4 ayes (3 members absent: Capler, Frank, & Ehman).

Sherman moved and Burnham seconded the motion to approve the ACH claims as follows:

Vendor invoices submitted included \$200,395.09 from the Water Utility; \$0.00 from the Wastewater Utility; and \$0.00 from the Stormwater Utility. Total Claims approved, \$200,395.09.

Motion carried, 4 ayes (3 members absent: Capler, Frank, & Ehman).

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

Utility invoices submitted included \$93,737.86 from the Water Utility, \$113,875.83 from the Wastewater Utility, and \$0.00 from the Stormwater Utility. Total Claims approved: \$207,613.69.

Motion carried, 4 ayes (3 members absent: Capler, Frank, & Ehman).

Sherman moved and Burnham seconded the motion to approve the wire transfers and fees in the amount of \$306,908.63.

Motion carried, 4 ayes (3 members absent: Capler, Frank, & Ehman).

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

Vendor invoices submitted included \$0.00 from the Water Utility, \$355.66 from the Wastewater Utility, \$0.00 from the Stormwater Utility, and \$0.00 from Sanitation. Total Claims approved: \$355.66.

Motion carried, 4 ayes (3 members absent: Capler, Frank, & Ehman).

Burnham asked how a refund from a Housing Authority payment goes to an individual. Pettit answered that as part of their program, Housing Authority will pay both CBU and electric for a customer, but when Housing Authority overpays, they request that CBU refunds the customer directly. Housing is contacted each time this occurs.

APPROVAL OF CONSENT AGENDA

Sherman moved and Burnham seconded the motion to approve consent agenda. Motion carried, 4 ayes (3 members absent: Capler, Frank, & Ehman).

Three agreements on consent agenda: Bledsoe, Riggert, Cooper, James \$750.00 for Dillman Landfill annual topo mapping; C&H Lawn \$4,655.00 for the 2018 landscaping season at the Service Center; and CWA Consulting \$16,500.00 for pretreatment permit reviewing while the Pretreatment Coordinator position is vacant.

REQUEST APPROVAL OF PROFESSIONAL CONSULTING AGREEMENT WITH CORE PROJECTIVE

Sherman moved and Burnham seconded the motion to approve agreement; motion carried, 4 ayes (3 members absent: Capler, Frank, & Ehman).

Wheeler with City Legal presented an agreement for a consultant from Core Projective not to exceed \$44,200.00. This agreement is to manage the staffing transition of the Environmental Programs, which consists of Water Quality, Pretreatment, Conservation, etc. The consultant will both complete essential job duties while CBU fills vacancies and the consultant will make recommendations to make each position in the program more efficient. Roberts pointed out that 4 CBU staff members had recently or will soon leave their Environmental positions and there is a new position of Asst. Director of Environmental Programs so this is a unique opportunity to restructure the department.

OLD BUSINESS: None.

NEW BUSINESS: None.

SUBCOMMITTEE REPORTS: Banach reported on a Property and Planning subcommittee meeting from the previous week. Petitioner is requesting an easement adjacent to their property. P&P subcommittee is recommending the USB grant the easement with the provision that CBU has access should CBU need to work under the ground.

REQUEST TO GRANT EASEMENT

Sherman moved and Burnham seconded the motion to grant easement; motion carried, 4 ayes (3 members absent: Capler, Frank, & Ehman).

Glen and Susan Salmon requested an easement adjacent to their property at 7017 E Spillway Rd in Unionville. They must cross a small section of property owned by CBU to access a wooded section of their property on which they plan to build a cabin.

STAFF REPORTS: CBU Engineer Peden gave an update on the South Central Interceptor. Of the \$6.87 mil budget, \$6.4 mil has been invoiced and paid. Of the 11,900ft of pipe, 10,335 has been installed. Twenty eight of the 35 manholes have been installed. Milestone 1 was in the future Switchyard Park; that is complete. Milestone 2 was south of Country Club; that is complete. The B-Line Trail is back to its original condition and the trail south of Country Club is cleaned up and ready for Parks to do their work. The businesses and residents affected have been great to work with and cooperative.

The 3rd and final milestone is the area in the Monon, Hillside, Grimes, and Walnut areas. In working to get approval for the Grimes Ln closure, Peden thanks the Mayor's office, Perry Township, Planning & Transportation, Fire, Police, MCCSC, Transportation, Ambulance Services, Public Works, and local residents and businesses for all the productive meetings. Grimes is scheduled to close starting June 4th and the work will be done on or before August 3rd. MCCSC is scheduled to start August 8th.

Kelson reported that CBU staff has started the 2019 budget process. This year there will be more input from supervisors and plant managers so there has been some budget training for those employees. There is also a 12-week series of peer-education from CBU team members to other staff and USB. Training for linemen and other interested in obtaining a distribution license continues. Joe Cunningham and Dan Rogers both passed their

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Water Treatment exam so there are now 3 Operators in Training and 5 WT5s at MWTP. This allows CBU to always have a licensed operator on-site without overworking employees. Sherman asked when the next rate review would occur since CBU committed to regularly updating the rate in small increments as opposed to a large rate increase after a decade. Kelson said that there is a cost of study underway and the results for both sewer and storm should be available for the Board in the Fall.

PETITIONS AND COMMUNICATIONS: None.

ADJOURNMENT: The meeting was adjourned at 5:20 p.m.

Julie Roberts, President