

UTILITIES SERVICE BOARD MEETING
January 22, 2019

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, Amanda Burnham, Jean Capler, Jeff Ehman, Sam Frank, ex-officio Jim Sims, and ex-officio Terri Porter (came in at item 5).

Staff members present: Kevin White, Nolan Hendon, Rebekah Fiedler, Michelle Waldon, Chris Wheeler, Holly McLaughlin, Laura Pettit, and Vic Kelson.

MINUTES

Board member Burnham moved and Board member Frank seconded the motion to approve the minutes of the January 7th meeting. Motion carried, 5 ayes (2 members absent: Banach and Sherman).

CLAIMS

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

Vendor invoices submitted included \$470,649.84 from the Water Utility, \$229,342.34 from the Wastewater Utility, and \$11,041.64 from the Stormwater Utility. Total Claims approved: \$711,033.82.

Motion carried, 5 ayes (2 members absent: Banach and Sherman).

Board member Ehman asked about Synchrony Bank; that is the charge card used for Amazon purchases.

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

Vendor invoices submitted included \$24,327.44 from the Water Utility, \$9,125.19 from the Wastewater Utility, and \$19.32 from the Stormwater Utility. Total Claims approved: \$33,471.95.

Motion carried, 5 ayes (2 members absent: Banach and Sherman).

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

Vendor invoices submitted included \$200,236.53 from the Water Utility; \$0.00 from the Wastewater Utility; and \$0.00 from the Stormwater Utility. Total Claims approved, \$200,236.53.

Motion carried, 5 ayes (2 members absent: Banach and Sherman).

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

Utility invoices submitted included \$26,910.03 from the Water Utility, \$48,338.97 from the Wastewater Utility, and \$0.00 from the Stormwater Utility. Total Claims approved: \$75,249.00.

Motion carried, 5 ayes (2 members absent: Banach and Sherman).

Burnham moved and Frank seconded the motion to approve the wire transfers, fees, and payroll in the amount of \$509,116.46. Motion carried, 5 ayes (2 members absent: Banach and Sherman).

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

Refunds submitted included \$91.88 from the Water Utility, \$871.14 from the Wastewater Utility, \$0.00 from the Stormwater Utility, and \$0.00 from Sanitation. Total Claims approved: \$963.02.

Motion carried, 5 ayes (2 members absent: Banach and Sherman).

APPROVAL OF CONSENT AGENDA

CBU Director Kelson presented the following agreements recommended by staff for approval: Infrastructure Systems - Change Order #1 SCI. As none were removed from consent agenda by the Board, agreements approved.

REQUEST FOR APPROVAL OF AGREEMENT WITH LOCHMUELLER GROUP

Burnham moved and Frank seconded the motion to approve agreement. Motion carried, 5 ayes (2 members absent: Banach and Sherman).

CBU Environmental Projects Coordinator Fiedler presented agreement with Lochmueller Group for improvements to the East Water Storage Tank, such as painting. Total cost for agreement is \$40,000.00.

REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENT WITH SCHMIDT

Burnham moved and Frank seconded the motion to approve agreement. Motion carried, 5 ayes (2 members absent: Banach and Sherman).

Mike Hicks could not attend meeting, so Fiedler presented an agreement with Schmidt to assess the roofs of 17 buildings at the 3 treatment plants. Schmidt will also put together replacement plans and bid packages, and help CBU evaluate the bids after they are received. All roofs are original ranging in age from 37-51 years; the lifespan of commercial asphalt roofs is 20-30 years. The 3 worst roofs will be replaced in 2019; the others in 2020 and 2021. Burnham asked if asbestos was an issue due to roof age; CBU Director Kelson said that Schmidt would certainly be looking for that. Board member Capler asked if the roofs had issues other than age; Fiedler said that there were leaks, particularly in the Dillman mechanic service building and the intake tower.

REQUEST FOR APPROVAL OF MOU REGARDING SWITCHYARD PARK

Burnham moved and Frank seconded the motion to approve MOU. Motion carried, 5 ayes (2 members absent: Banach and Sherman).

Wheeler with City Legal presented a memorandum of understanding between City Parks Dept. and CBU. The MOU identifies structures and a berm existing in the Switchyard Park area that encroach on the utility easement and who pays for and works on what in the event that something needs to be repaired or replaced in the CBU infrastructure. Capler asked about concrete pads or other semi-permanent structures. Should existing structures or berm be in the way of a repair or replacement of the CBU infrastructure, CBU will pay for that. Any structures built after this MOU is signed that are in the way of CBU repairing or replacing infrastructure will be at Parks expense. Roberts asked about some language that is not usually in CBU contracts. Wheeler said it was because Parks and CBU were signing the document at concurrent meetings so the language allows both signature pages to be part of the contract instead of just 1 signature page.

REQUEST APPROVAL OF RESOLUTION 2019-2

Burnham moved and Frank seconded the motion to approve Resolution. Motion carried, 5 ayes (2 members absent: Banach and Sherman).

Kelson and Wheeler presented amendments to Municipal Code Title 10: Wastewater. Wheeler, previous Deputy Director John Langley, Engineering staff, and previous Pretreatment Coordinator Tamara Roberts worked with EPA to update City of Bloomington's code to match new EPA categorical requirements for industrial and prohibitive discharge. Staff also used this opportunity for housekeeping changes: grammatical and style changes that make the ordinance easier to read and understand but doesn't change intent. All enforcement other than 10-20 & 10-21 was moved into a new chapter, again to make it easier to follow. The language defining a "new" food establishment was also clarified. Staff worked over many months and submitted 3 drafts to EPA starting 3 years ago. The EPA has approved the updates and now staff is asking USB to recommend approval to the City Council. After Council approves amendments, it will then go back to the EPA for final adoption. Roberts clarified that this resolution has no changes to rates or charges and Wheeler pointed out that while this resolution does not, the USB is considering a stormwater fee change later this meeting (Resolution 2019-1).

OLD BUSINESS: None.

NEW BUSINESS: None.

SUBCOMMITTEE REPORTS:

Burnham moved and Ehman seconded the motion to recommend a \$5.95 stormwater fee being phased-in to City Council. Motion carried, 5 ayes (2 members absent: Banach and Sherman).

Finance subcommittee met prior to regular meeting and Burnham gave a report. The subcommittee discussed follow-up to the stormwater fee discussions, but did not have time to make a recommendation. In a previous resolution the USB supported an increase in the stormwater fee from \$2.70 to \$5.15. The Mayor's office asked CBU to look into funding "green infrastructure" to be $\frac{1}{4}$ or $\frac{1}{3}$ of projects, the others continuing to be "grey infrastructure". After working with consultant, CBU calculated that would be an increase to \$5.95. Kelson noted that is the residential fee; it would go up proportionally for industrial and commercial customers. Kelson also noted that the original impetus for increasing rate is still the top priority: failing infrastructure, such as Jordan river tunnel, replacing culverts, inlets, Spankers bridge, etc. Those projects would require a \$12 million bond. The additional \$4 million funding would go to green projects and be "pay-as-you-go". Kelson showed photos of green infrastructure stormwater projects in other cities, such as rain gardens and bioswirls. Most projects are on land surface, some are subsurface. The idea of green stormwater infrastructure is to retain, pretreat, then disperse stormwater into the storm system. Water falls into a basin, drains through plants, organisms, and gravel so water moves into creeks more slowly and is of better quality once it gets there. Board asked about what specific projects CBU had in mind. Kelson said they were none because green infrastructure has never been funded before so there are no designs currently. There are 2 projects with "green components" that could be used as examples: Miller showers and Trades district. Also, Kelson said the County does some green projects. Kelson said he has talked to other City Departments, Planning & Transportation and Parks in particular, about ideas for projects and past projects that could have had a green component. Ehman asked how sites and projects would be chosen. Kelson answered that as projects come up with other Departments and in-house, CBU will be looking to incorporate green infrastructure and as with all projects, the funding must be presented and approved by USB. There will also be opportunities for neighborhood grant projects.

Frank said he is trying to understand the cost-benefit and asked if there was a statistic showing the difference between the cost of a grey project vs. a green project. What is the margin? If the margin is small, going green is easy. Kelson said he would connect with Phil Peden in Engineering to look for this information. Kelson also pointed out that improved operations at the wastewater treatment plant is another cost-saving benefit. Roberts said that green infrastructure is the next wave of engineering. Big storm events combined with so much pavement and concrete creates the need for us to replace the plants we have removed. Roberts said that it is good for the community but it needs to be communicated correctly to be accepted. She suggested focus groups, connecting with Neighborhood Associations and gardening groups, looking at photos of other projects, and lots of conversations amongst staff and the Mayor's office. Lead with all the wonderful benefits for the community and insist on a maintenance crew because if it is not maintained it becomes unattractive to the public. Kelson agreed that having a dedicated maintenance crew was essential. Burnham noted that the Miller-Showers area in full bloom looks like weeds and reiterated that a knowledgeable maintenance crew would be needed. Roberts asked for data on benefits, including cost-saving, of Miller-Showers Park. Kelson noted that the water quality of Griffy Creek is far better and the MS4 (stormwater) program is judged on water quality. Kelson also noted that he has already begun conversations with the top 10 stormwater customers and Neighborhood Associations; none are opposed, but some customers asked for consideration of their budget schedules. Kelson said green stormwater infrastructure must function well, look good, and be maintained. Burnham asked for clarification of rate increase schedule: 2019 stormwater, 2020 small sewer increase, 2021 small water increase, and so on. Roberts expressed that a rate consideration schedule is something the Board has been working towards for years. Ehman asked if there was a limit on what the funds could be used for- education for example. Kelson said that these funds would be for capital projects and maintenance but education is funded through the MS4 program. Capler suggested partnering with local agencies to hire people with disabilities for maintenance crews and cited the City's current partnership as an example. Capler also noted that the Miller-Showers park is gorgeous in her opinion. Ex-officio Sims asked for more information on cost-sharing amongst Departments. Kelson said that with any project, say a street remodel, there is a design process shared by Departments and infrastructure is a part of that. Currently, a culvert or ditch will be the stormwater infrastructure. This "grey" solution is used because none of the Departments currently have funding for "green". The addition funds being discussed would be used to make up the difference should green infrastructure be used instead. Sims said he supports the idea but CBU is asking for a more than double increase in the fee. Sims urged CBU to consider the Council's point-of-view where they see all the different small increases in a resident's bills across their budgets. Sims encouraged CBU to present a strong, transparent presentation to Council to justify the cost. Sims also brought up phasing in the fee. Kelson suggested 2 phases: once in July and again when CBU does the bond. Roberts reminded that Council can change the fee or other specifics. Kelson mentioned that he is attending an internal work session with Council this Friday.

REQUEST APPROVAL OF RESOLUTION 2019-1

Burnham moved and Ehman seconded the motion to approve Resolution. Motion carried, 5 ayes (2 members absent: Banach and Sherman).

There was a discussion about the Resolution. Although the Board approved recommending \$5.95 to Council with phase-in, they did not vote on the Resolution itself and the Resolution does not mention the phase-in. While signing a Resolution is never required, it does make very clear the intentions of the USB and it is preferred by Council so Wheeler amended resolution to say "to be phased in over time" and this was approved by the Board.

STAFF REPORTS: Kelson said that many staff members were attending the AWWA conference. Board members were invited and can still go tomorrow. Two more employees passed state licensing exams: Tyler Stuary went from Wastewater Class I to Class II and Jobe Arthur in T&D passed the DSL. CBU has been aggressively working towards getting employees to pass DSL test and Jobe is the 3rd so far this year. Ehman asked if this is what the videos were for that he saw on the claims list. Kelson answered that the videos were for training both for licensing and for safety. In 2018, CBU held hundreds of safety meetings throughout all divisions and facilities. The meetings were "tailgate" conversations, peer-to-peer education, and formal trainings. Some topics are Lock-Out/Tag-Out, CPR, and Confined Space. Safety is the first agenda item at each weekly staff meeting. The next big project CBU is doing related to safety is requiring all employees to place a cone behind their parked vehicle when driving a CBU-vehicle. Many other Utilities do this and SBU was prompted to do so because ½ of incident reports in 2018 were vehicular. CBU is constantly looking for ways to improve. Roberts asked if CBU did outreach to schools to talk about being a CBU operator. Kelson answered that he did an annual talk at Edgewood High School and has been in contact with Ivy Tech about job fairs. Roberts suggested reaching out to vocational schools and schools in surrounding counties. Kelson mentioned the Board Retreat on 1/29. Some Board members did not get notice and asked to reschedule the retreat.

PETITIONS AND COMMUNICATIONS: None.

ADJOURNMENT: Burnham moved to adjourn and the meeting was adjourned at 6:11 p.m.

Julie Roberts, President

DATE