

UTILITIES SERVICE BOARD MEETING

8/5/2019

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

Board Vice President Sherman 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: Jim Sherman, Jeff Ehman, Jason Banach, Amanda Burnham, Jean Capler, and Jim Sims

Customer Service Staff present: Triana Johnson, Missy Monahan, Kristie Wellman, Edie Henderson

Other Staff present: Vic Kelson, Laura Pettit, Holly McLaughlin, Tom Axsom, Brad Schroeder, James Hall, Mike Hicks, Brandon Prince, Nolan Hendon, Phil Peden, Rebekah Fiedler

COMMENTARY

Director Kelson noted that the agenda did not have the adoption of the 2020 budget proposal. It would be legal to amend the agenda in order for the board to vote on the budget, but Kelson recommended this be done at the next meeting on August 19th because there will still be time to make amendments thereafter. Because the presentation was prepared ahead of the meeting, Kelson offered 2 options: 1) show the presentation at this meeting and answer questions during staff reports or 2) show the presentation and vote on the budget at the next USB meeting on August 19th. The board decided to wait for the presentation until it is on the agenda (August 19th) so members of the public have the opportunity to view it. The council will receive the budget proposal immediately after the board votes on it; the CBU budget hearing is on August 21st.

MINUTES

Board member Burnham moved and board member Capler seconded the motion to approve the minutes of the July 22nd meeting. Motion carried, 6 ayes. (3 members absent: Robers, Frank, Porter).

CLAIMS

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

Vendor invoices submitted included \$123,330.17 from the Water Utility, \$166,949.24 from the Wastewater Utility, \$30.36 from Water Construction, and \$1,723.87 from the Stormwater Utility. Total Claims approved: **\$292,033.64.**

Motion carried, 6 ayes.

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

Utility invoices submitted included \$29,191.04 from the Water Utility, \$6,664.76 from the Wastewater Utility, and \$0.00 from the Stormwater Utility. Total Claims approved: **\$35,855.80.**

Motion carried, 6 ayes.

Burnham moved and Capler seconded the motion to approve the wire transfers, fees, and payroll for July in the amount of \$359,280.43.

Motion carried, 6 ayes.

Burnham moved and Capler seconded the motion to approve customer refunds as follows: Refunds submitted included \$61.36 from the Water Utility, \$443.26 from the Wastewater Utility, \$0.00 from the Stormwater Utility, and \$0.00 from Sanitation. Total Claims approved: **\$504.62**

Motion carried, 6 ayes.

APPROVAL OF CONSENT AGENDA

Superintendent Kelson presented two items recommended by staff for approval:

- Bloom Environmental, LLC - **\$19,550** - Professional Services Agreement with Bloom Environmental for asbestos abatement at Griffy Water Plant.

As this wasn't removed from consent agenda by the Board, agreement approved.

- Bloom Environmental, LLC - **\$2,100** - Professional Services Agreement with Bloom Environmental for mold inspection and air monitoring at treatment plants.

This item was removed from the consent agenda by the board. Burnham moved and Capler seconded the motion to approve the agreement.

Motion carried, 6 ayes.

Board member Banach asked if air monitoring was a proactive approach or a response. Kelson suggested this proposed agreement was a response to a request. About one year ago, CBU renovated Blucher Poole for mold contamination. One of the laborers from Blucher Poole raised a concern that there may be mold again; we want to do the inspection as a precaution. Board member Ehman quoted the agreement, "during their inspections the contract allows for up to six air monitoring locations to better access the

working areas." Ehman asked if this means there are different sampling locations that are representative of the whole area. Asst. Director- Env. Programs Hall clarified that Bloom Environmental will make an assessment to determine the best locations for sampling, and these sampling locations are expected to fully represent the area.

REQUEST FOR APPROVAL OF RESOLUTION 2019-7

Burnham moved and Capler seconded the motion to approve the resolution.

Motion carried, 6 ayes.

Capital Projects Engineer Hicks reviewed the bid opening for roof replacements (phase 1 of 3) at MWTP, DRWWTP, and BPWWTP that occurred at the previous USB Meeting (July 22, 2019). CBU received two bids:

Building Associates, Inc. - Bloomington, IN

- MWTP - \$61,700
 - Blucher Poole WWTP - \$258,400
 - Dillman Rd WWTP - \$128,000
- Lump sum: \$448,100.00

Blackmoore & Buckner Roofing, LLC - Noblesville, IN

- MWTP - \$138,772
 - Blucher Poole WWTP - \$478,249
 - Dillman Rd WWTP - \$245,984
- Lump sum: \$863,005.00

The bids were reviewed by CBU staff as well as CBU's architecture firm. The recommendation was to award the project to the low bid, delivered by Building Associates, Inc. This is a local company. Hicks asked for this resolution to be approved, and for Building Associates to receive **\$440,600** to complete the roof replacement project. This project will include the installation of PVC sheeting product, rather than TPO. PVC is believed to be a better product, and was less expensive after the cost of labor was accounted for.

OLD BUSINESS: None.

NEW BUSINESS: None.

SUBCOMMITTEE REPORTS: None.

STAFF REPORTS:

Kelson presented several staff reports:

- 1) This is customer service appreciation week. Customer Relations Mgr – Johnson introduced the staff. They are incredibly busy this time of year - they registered over 1300 new customers in July. We want customer service representatives to know how much we appreciate them. If you see them around, please thank them. Board member Sherman asked what percent of people register online versus in person. Asst. Director - Finance Petit suggested there is a simple online form that goes directly into document repository. From there, customers have the option to receive their bill online, on paper, or both.
- 2) August is Water Quality Month - CBU is putting together a display at City Hall.
- 3) The financial analysis for the sewer works rate case is ongoing and CBU staff has been meeting with Crowe regularly.
- 4) The date for the next Finance Subcommittee meeting is somewhat flexible. CEU can meet with the Council in September, but only after the board takes action on the rate case; this should be done before August 30th to ensure paperwork is delivered to the Council. Kelson suggested the meeting may have to be on August 26th. Burnham reminded everyone that the board needs ample time to review the rate case. Kelson suggested that once CBU is no longer at the mercy of Crowe, we will have the report and we will deliver in a timely manner.
- 5) Ehman asked about deliverables for the rate case. Specifically, Ehman asked if the board will have the ability to make comments on the report from Crowe. Kelson suggested Crowe will submit a report with results from the analysis and rate recommendations. This report will include a number of options. The board and Council will ultimately decide if change is appropriate and to what extent. Board member Sims stressed that the Council would like everything to be as clear and clean as possible. If the USB decides they aren't ready to make a decision, it can be revisited at a later time. CBU will also coordinate with the Mayor's Office.

PETITIONS AND COMMUNICATIONS: None.

ADJOURNMENT: Burnham moved to adjourn and the meeting was adjourned at 5:21 p.m.

Julie Roberts, President

DATE