

## UTILITIES SERVICE BOARD MEETING

03/15/2021

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

Board President Capler called the regular meeting of the Utilities Service Board to order at 5:00 p.m. The meeting was held via Zoom and Facebook Live.

Board members present: Jim Sherman, Megan Parmenter, Jeff Ehman, Jean Capler, Amanda Burnham, and Julie Roberts. Board members absent: Jason Banach, Jim Sims (ex-officio), and Scott Robinson (ex-officio).

Staff present: Vic Kelson, Laura Pettit, Holly McLauchlin, LaTreana Teague, Brandon Prince, Brad Schroeder, Michelle Waldon, Don Gramlich, James Hall, and Dan Hudson.

### MINUTES

Board member Ehman noted a typo in the March 1 meeting minutes. The word "like" was omitted from a sentence in the final paragraph.

***Board member Roberts moved, Ehman seconded the motion to approve the March 1 meeting minutes with the correction. Motion carried, 6 ayes.***

### CLAIMS

***Roberts moved, Ehman seconded the motion to approve the standard claims as follows:*** Vendor invoices submitted included \$99,605.83 from the Water Utility, \$1,050.00 from the Water Hydrant Meter Fund, \$24,287.50 from the Water Construction Fund, \$91,578.88 from the Wastewater Utility, and \$876.88 from the Stormwater Utility.  
***Total Claims approved: \$217,399.09. Motion carried, 6 ayes.***

***Roberts moved, Ehman seconded the motion to approve the utility claims as follows:*** Utility invoices submitted included \$55,121.53 from the Water Utility and \$26,551.89 from the Wastewater Utility.  
***Total Claims approved: \$81,673.42 Motion carried, 6 ayes.***

***Roberts moved, Ehman seconded the motion to approve the wire transfers, fees, and payroll in the amount of \$469,759.88. Motion carried, 6 ayes.***

***Roberts moved, Ehman seconded the motion to approve the customer refunds as follows:*** Customer refunds submitted included \$1,572.57 from the Water Fund and \$1,016.21 from the Wastewater Fund.  
***Total Claims approved: \$2,588.78. Motion carried, 6 ayes.***

## CONSENT AGENDA

CBU Director Kelson presented the following item recommended by staff for approval:

- Arcadis, U.S., Inc., \$23,000.00, Development of a Sampling Plan/Load Allocations for Blucher Poole WWTP

**As no items were removed from the Consent Agenda by the Board, the agreement was approved. Total contracts approved: \$23,000.00.**

## REQUEST FOR APPROVAL OF AGREEMENT WITH INFRASTRUCTURE SYSTEMS, INC.

Assistant Director-Engineering Schroeder presented a contract with ISI, Inc. for the Dunn St. sewer improvements project. The value of the agreement is \$2,349,292.00.

***Roberts moved, Ehman seconded the motion to approve the agreement with Infrastructure Systems, Inc. Motion carried, 6 ayes.***

## REQUEST FOR APPROVAL OF SECOND AMENDMENT TO THE AGREEMENT WITH BLACK & VEATCH CORPORATION.

CBU Capital Projects Manager Hudson presented a second amendment to an original agreement from April 5, 2019. The initial agreement is for engineering consulting work on the improvements to the chemical feed system at Blucher Poole WTP. The second amendment is to revise the polyaluminum chloride system's design. It will increase the overall cost by \$88,936.00 to an amount not-to-exceed \$153,326.00.

***Roberts moved, Ehman seconded the motion to approve the second amendment to the agreement with Black & Veatch Corp. Motion carried, 6 ayes.***

## REQUEST FOR APPROVAL OF AGREEMENT WITH LAYNE CHRISTENSEN COMPANY

Schroeder presented an agreement for the replacement of a 16" valve, an actuator that has reached its end of life at Monroe WTP. It has been repaired three times and is now unrepairable. CBU requested quotes for the replacement, and Layne Christensen was the winning bidder. The contract amount is \$26,532.00.

***Roberts moved, Parmenter seconded the motion for approval of the agreement with Layne Christensen Company. Motion carried, 6 ayes.***

Capler announced to the public to leave questions and comments via the Utilities Facebook page during the live stream or the Zoom chat to be read later during Petitions and Communications.

**OLD BUSINESS:** None

**NEW BUSINESS:** None

**SUBCOMMITTEE REPORTS:** None

**STAFF REPORTS:** Kelson reported the following personnel updates: John Cave, a Water Treatment Operator at Monroe, passed his WT-5 exam and is now an Operator-in-Training. Sam Arthur, Lineperson in the Environmental Division, has passed the Registered Technician License exam for pesticide application in Indiana. That is part of the establishment of our green infrastructure maintenance crews. CBU plans to increase technical skills for all the maintenance and green infrastructure in the city.

CBU will meet with Council Wednesday, March 17, at 6:30 pm for the second reading of the rate case proposal. Anyone with questions about the rate case can reach out to LaTreana Teague or Holly McLauchlin for information. Pending approval from Council, CBU will present the rate case to the Indiana Utilities Regulatory Commission in the coming weeks.

**PETITIONS AND COMMUNICATIONS:** None

**ADJOURNMENT:** Ehman moved to adjourn; the meeting adjourned at 5:15 pm.

---

Jean Capler, President

---

DATE