

UTILITIES SERVICE BOARD MEETING

08/02/2021

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

CALL TO ORDER

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

Board members present: Amanda Burnham (joined at item 2), Jean Capler, Jeff Ehman (joined at item 2), Megan Parmenter, Jim Sherman, Kirk White.

Board members absent: Julie Roberts, Scott Robinson (ex officio), Jim Sims (ex officio)

Staff present: James Hall, Dan Hudson, Vic Kelson, Holly McLaughlin, Laura Pettit, Brandon Prince, Cindy Shaw, LaTreana Teague, Garrett Towell, Chris Wheeler.

AMEND AGENDA

Capler presented an amendment to the agenda from staff to remove item nine, a request for approval of an MOU with IN-IUB Holdings, LLC.

Board member Parmenter moved, and Board member White seconded the motion to approve the agenda amendment. The motion received a roll-call vote: Parmenter-yes, Sherman-yes, White-yes, Capler-yes. The motion passed.

MINUTES

Parmenter moved, and White seconded the motion to approve the minutes of the August 2nd meeting. The motion received a roll-call vote: Sherman-yes, White-yes, Burnham-yes, Capler-yes, Parmenter-yes, Ehman-yes. The motion passed.

CLAIMS

Parmenter moved, and Burnham seconded the motion to approve the Standard Invoices:

Vendor invoices submitted included \$183,606.01 from the Water Utility, \$2,120.00 from the Water Construction Fund, \$970,854.16 from the Wastewater Utility, \$6,074.10 from the Stormwater Utility, and \$993,288.84 from the Stormwater Construction Fund.

Parmenter asked if the Chevrolet Silverados listed on the claims are all 2021s and if all vehicles we buy are brand new. CBU Purchasing manager Shaw confirmed that all vehicles are purchased new.

White asked if CBU is using State Department of Administration bids.

Shaw answered that we are using a cooperative pricing service that is available to all government agencies. We found that it is fairly equal to available government bids. Therefore, we no longer send them out for three bids.

The motion received a roll-call vote: White-yes, Ehman-yes, Parmenter-yes, Burnham-yes, Capler-yes, Sherman-yes. Total claims approved: \$2,155,943.11.

Burnham moved, and Pamerter seconded the motion to approve the Utility Bills: Utility invoices submitted included \$8,102.66 from the Water Utility and \$5,732.51 from the Wastewater Utility.

Burnham asked if the third entry on the second page of the Utility Bills should read "AT&T" and not "TT" as it is listed. Pettit confirmed that it is supposed to say "AT&T." **The motion received a roll-call vote: Parmenter-yes, Burnham-yes, White-yes, Capler-yes, Ehman-yes, Sherman-yes. Total Claims approved: \$13,835.17.**

Burnham moved, and Parmenter seconded the motion to approve the Wire Transfers, Fees, and Payroll in the amount of \$369,145.16. The motion received a roll-call vote: Sherman-yes, White-yes, Burnham-yes, Ehman-yes, Parmenter-yes, Capler-yes. The motion passed.

Burnham moved, and Parmenter seconded the motion to approve the Customer Refunds: Customer refunds submitted included \$1,484.83 from the Water Fund, \$1,104.70 from the Wastewater Fund, and \$19.29 from the Stormwater Fund. **The motion received a roll-call vote: Ehman-yes, Burnham-yes, Parmenter-yes, Capler-yes, Sherman-yes, White-yes. Total Claims approved: \$2,608.82.**

CONSENT AGENDA

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

- Control Freaks Consulting, LLC., \$5,000.00, iClient HMI in the Filter Gallery at Monroe WTP.
- Suez WTS Analytical Instruments, Inc., \$5,203.15, Service for total organic carbon analyzer at Monroe WTP.
- Seiler Instrument and Manufacturing, Co., Inc., \$22,437.00, GPS equipment for Utilities Inspectors.
- Johnson Controls Fire Protection, LP., \$5,808.00, First Amendment to the agreement for annual, semi-annual, and quarterly inspection of all fire-related components.
- Goldstreet Design Agency, Inc., \$0, First Amendment to extend the work completion date and the contract expiration date.

As no items were removed from the Consent Agenda by the Board, the agreements were approved. Total contracts approved: \$38,448.15.

REQUEST FOR APPROVAL OF AGREEMENT WITH MITCHELL AND STARK CONSTRUCTION CO., INC.

CBU Capital Projects Manager Hudson presented an agreement with Mitchell and Stark to construct a new chemical feed facility at Monroe Water Treatment Plant. The agreement total is \$609,500.00.

Burnham moved, Parmenter seconded to approve the agreement with Mitchell and Stark Construction Co., Inc. The motion received a roll-call vote: White-yes, Ehman-yes, Sherman-yes, Burnham-yes, Parmenter-yes, Capler-yes. The motion passed.

REQUEST FOR APPROVAL OF AGREEMENT WITH THIENEMAN CONSTRUCTION, INC.

Hudson presented an agreement with Thieneman Construction for chemical feed system improvements at Blucher Poole Wastewater Treatment Plant. The agreement total is \$499,000.00.

Burnham moved, Parmenter seconded to approve the agreement with Thieneman Construction, Inc. The motion received a roll-call vote: Capler-yes, Sherman-yes, Burnham-yes, White-yes, Ehman-yes, Parmenter-yes. The motion passed.

REQUEST FOR APPROVAL OF AGREEMENT WITH B.L. ANDERSON, INC.

CBU Dillman WWTP Superintendent Towell presented an agreement to repair and install Raw Pump #1 at Dillman WWTP. The agreement total is \$27,104.70.

Burnham moved, Parmenter seconded to approve the agreement with B.L. Anderson, Inc. The motion received a roll-call vote: Parmenter-yes, Ehman-yes, White-yes, Burnham-yes, Capler-yes, Sherman-yes. The motion passed.

REQUEST FOR APPROVAL OF FIRST AMENDMENT WITH VET ENVIRONMENTAL ENGINEERING, LLC.

CBU Assistant Director of Environmental Programs Hall presented a First Amendment to an agreement for \$390,363.82 for a new, not-to-exceed amount of \$497,721.67. This Amendment is for the continuation of the soil delineation to go north of Lincoln and Third Streets. The agreement also includes storing and sampling the material, using roll-off boxes, waste determination, and concrete sampling.

Board member Ehman asked if the Winston Thomas site will be a staging area for enclosed containers. Hall confirmed that it would. Initially, IDEM said storage had to be at the site. We let them know that we did not have room, and they agreed to allow us to store them at Winston Thomas. As soon as the boxes are loaded, they are wrapped to prevent the precipitation from getting through. The boxes also have a plastic liner.

Ehman asked how far is north (for the soil delineation)?

Hall said: the second delineation went up to Fourth Street. IDEM has agreed that we need to take material a few feet north of the intersection of Lincoln and Third now. We were from the north edge of the Boys and Girls Club to the south side of Third Street and Lincoln. So we will have to go to the other side of Third Street and a few feet north from there.

Ehman said it is generally uphill in that direction, and it is pretty flat, so maybe in times of low water conditions, you had migration going to the north? Hall said some contamination in the water even further north, but IDEM was not concerned about that as no contamination was found in the soil. So for some reason, it is moving north.

Burnham asked if there is a chance to recuperate any money. City Attorney Wheeler said that we believe that there would be some opportunity for some remedy. We intend to investigate further every third party that is liable for the cause of the migration.

Burnham moved, Parmenter seconded to approve the agreement with B.L. Anderson, Inc. The motion received a roll-call vote: Capler-yes, Parmenter-yes, Ehman-yes. White-yes, Burnham-yes, Sherman-yes. The motion passed.

Capler announced to the public to leave questions and comments via the CBU 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:

Finance Subcommittee Chair Sherman reported that the committee met to review the presentation of the 2022 budget. There were no significant changes to the 2022 budget compared to the 2021 budget. If necessary, the committee will meet again next week. At the next full meeting, there will be a subcommittee meeting before the entire board meeting where the subcommittee will come forward with a recommendation. Then at the full meeting, Kelson and staff will make a full presentation. There was no vote taken at this meeting because there was none needed.

STAFF REPORTS:

Kelson reported Parmenter toured the Monroe and Blucher Poole plants last week, and White is scheduled to visit the Utilities Service Center.

CBU staff will present the 2022 budget to Council on August 24, 2021.

We have been talking about the EPA's Lead and Copper Rule and the need to do lead service line inventory for all the services in the city, and since we last met, Council has discussed it twice. Our proposal for \$700,000 from the American Rescue Plan Act has been approved as part of the city's plan, and we expect appropriation will be approved by August 11. So we are hopeful that we will be able to start moving on that project by the end of the month. We expect it will take between nine months to a year. This would put us in a position to begin including lead service lines as a factor in our scoring system for water main replacement. We may also be in a position to pursue federal dollars for water main replacement. Water main replacement dollars are included in the infrastructure bill that is currently being negotiated in the Senate.

Kelson also announced the following staff accomplishments: new hires Nicolette Morris is a Lab Technician, and Perry Lagenour is a plant maintenance mechanic at Dillman WWTP.

Jim Wever, of Meter Services, retired July 30.

Barry Moore passed the Class 1 WW license.

Clayton Rains, Andrew Boden, and Bryce Douglas all passed their Distribution licenses in T&D.

PETITIONS AND COMMUNICATIONS: None

ADJOURNMENT: Burnham moved to adjourn; the meeting adjourned at 5:29 pm.

Jean Capler, President

Date