

UTILITIES SERVICE BOARD MEETING

08/16/2021

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

CALL TO ORDER

Board Vice President Burnham 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, Jeff Ehman, Megan Parmenter, Julie Roberts, Jim Sherman, Kirk White, Scott Robinson (ex officio).

Board members absent: Jean Capler, Jim Sims (ex officio).

Staff present: Tom Axsom, James Hall, Dan Hudson, Vic Kelson, Holly McLaughlin, Phil Peden, Laura Pettit, Brandon Prince, Brad Schroeder, LaTreana Teague, Chris Wheeler.

MINUTES

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

CLAIMS

Roberts moved, and Parmenter seconded the motion to approve the Standard Invoices: Vendor invoices submitted included \$108,378.27 from the Water Utility, \$750.00 from the Water Sinking Fund, \$3,000.00 from the Water Construction Fund, \$149,281.30 from the Wastewater Utility, \$950,007.01 from the Wastewater Construction Fund, and \$19,268.89 from the Stormwater Utility.

Burnham asked for clarification on the differences between the Water Sinking, Water Construction, and Wastewater Construction accounts.

Pettit answered that the Water Sinking account is the transfer we make every month for our water bonds and we occasionally get an account fee from the bank. When we get the bond, and we have a project that comes out of it, that comes out of Water Construction.

The motion received a roll-call vote: Sherman-yes, White, Parmenter-yes, Ehman-yes, Roberts-yes, Burnham-yes. Total claims approved: \$1,230,685.47.

Roberts moved, and Parmenter seconded the motion to approve the Utility Bills: Utility invoices submitted included \$112,140.34 from the Water Utility and \$79,947.57 from the Wastewater Utility.

The motion received a roll-call vote: White-yes, Burnham-yes, Sherman-yes, Ehman-yes, Roberts-yes, Parmenter-yes. Total claims approved: \$192,087.91.

Roberts moved, and Parmenter seconded the motion to amend the Wire Transfers, Fees, and Payroll to add the AMI loan of \$569,980.00.

Director Kelson requested approval from the board to include the AMI loan. The loan is paid every six months and split 60/40 between water and sewer. ***The motion received a roll-call vote: Ehman-yes, Sherman-yes, White-yes, Parmenter-yes, Burnham-yes, Roberts-yes. The motion passed.***

Roberts moved, and White seconded the motion to approve the Wire Transfers, Fees, and Payroll in the amount of \$1,040,730.39. The motion received a roll-call vote: Parmenter-yes, Ehman-yes, Roberts-yes, Burnham-yes, White-yes, Sherman-yes. The motion passed.

Roberts moved, and Parmenter seconded the motion to approve the Customer Refunds: Customer refunds submitted included \$115.97 from the Water Fund and \$642.89 from the Wastewater Fund.

The motion received a roll-call vote: Burnham-yes, Roberts-yes, Parmenter-yes, Ehman-yes, Sherman-yes, White-yes. Total claims approved: \$758.86.

CONSENT AGENDA

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

- BBC Pump and Equipment Co. LLC., \$20,000/year, On-call contract for pump repairs and parts.

As no items were removed from the Consent Agenda by the Board, the agreement was approved. Total contracts approved: \$20,000.00.

REQUEST FOR APPROVAL OF MOU WITH IN-IUB HOLDINGS, INC.

CBU Engineer Peden presented an MOU with IN-IUB for the contribution to the Clear Water Infiltration Reduction Program. IN-IUB is the developer of the old Kmart site. The sewer basin is over-stretched and has limited capacity. The MOU is an agreement to offset sewer flow by eliminating inflow and infiltration.

Roberts moved, Parmenter seconded to approve the MOU with IN-IUB Holdings, Inc. The motion received a roll-call vote: White-yes, Parmenter-yes, Burnham-yes, Ehman-yes, Sherman-yes, Roberts-yes. The motion passed.

REQUEST FOR APPROVAL OF AGREEMENT WITH REYNOLDS CONSTRUCTION, LLC.

Capital Projects Manager Hudson presented an agreement to repair a 36" pipe in the filter building at Dillman WWTP. The amount of the agreement is \$42,100.00.

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

REQUEST FOR APPROVAL OF FIRST AMENDMENT TO THE AGREEMENT WITH EQ INDUSTRIAL SERVICES DBA US ECOLOGY

Assistant Director of Environmental Groups Hall presented an amendment to the agreement with US Ecology. US Ecology removes the hazardous waste materials from the three plants and the service center. There were two unexpected spills at the Monroe plant that used a large portion of the money. The amendment ensures additional money available to remove waste at the other plants and the service center. The amendment is \$10,000.00 for a new contract total of \$30,000.00.

Roberts moved, Parmenter seconded to approve the agreement with EQ Industrial Services dba US Ecology. The motion received a roll-call vote: White-yes, Roberts-yes, Ehman-yes, Sherman-yes, Burnham-yes, Parmenter-yes. The motion passed.

REQUEST FOR APPROVAL OF AGREEMENT WITH STANTEC CONSULTING SERVICES, INC.

Kelson presented an agreement for rebuttal testimony for the water rate case. CBU is interested in hiring one of the authors of the American Waterworks Association (AWWA) manual that explains how to use cost-of-service analyses. Also, they would assist us with testimony as needed. The amount of the agreement is \$30,000.00.

Roberts moved, Parmenter seconded to approve the agreement with Stantec Consulting Services, Inc. The motion received a roll-call vote: Parmenter-yes, Ehman-yes, White-yes, Burnham-yes, Sherman-yes, Roberts-yes. The motion passed.

REQUEST FOR APPROVAL OF A FIRST AMENDMENT TO THE AGREEMENT WITH DENTONS, BINGHAM, GREENEBAUM, LLP.

Kelson presented an agreement to expand the scope of work to include trial preparation for the water rate case if a settlement is not achieved between CBU and intervenors. The agreement increases the not-to-exceed amount to \$260,000.00 from \$225,000.00.

Roberts moved, Parmenter seconded to approve the agreement with Dentons, Bingham, Greenebaum, LLP. The motion received a roll-call vote: White-yes, Sherman-yes, Ehman-yes, Burnham-yes, Roberts-yes, Parmenter-yes. The motion passed.

Burnham 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 the committee voted unanimously on the approval of the 2022 budget and for its presentation to the entire board for its approval.

Director Kelson gave a presentation to the entire board on the CBU 2022 Budget.

Sherman asked what happens if the users who are objecting to the new rates based on the cost-of-service are successful. If we are not allowed to increase rates, will we have a smaller budget, or will we add to the payments of other categories of users? Kelson answered it is the latter. The purpose of the cost-of-service is to take the total revenue requirements and figure out how to distribute them across the other classes. If the cost-of-service is thrown out, we will retain the distribution we have now. We would increase revenue but continue the residential customers subsidizing commercial, industrial, and irrigation.

Roberts moved, Parmenter seconded to approve the CBU 2022 Budget. The motion received a roll-call vote: Parmenter-yes, Burnham-yes, Ehman-yes, White-yes, Sherman-yes, Roberts-yes. The motion passed.

STAFF REPORTS:

Kelson reported the following staff achievements:

- New hires, Alan Christy, a laborer in T&D. Ryanne Lucas and Daniel Frank, Communications Operators.
- Transfers Barry Moore, from laborer to meter serviceperson in T&D, and Garrett Flynn, from a seasonal laborer at Monroe to a full-time laborer in T&D.
- Retirements were Andy Fluke, Richard Sexton, and Terry Sparks.
- Our green infrastructure team, Sam Arthur and Brent Solbrig completed their MS4 Low Impact Development/Green Infrastructure Inspector certifications.

PETITIONS AND COMMUNICATIONS: None

ADJOURNMENT: Roberts moved to adjourn; the meeting adjourned at 6:11 pm.

Jean Capler, President

Date