

UTILITIES SERVICE BOARD MEETING

08/30/2021

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: Jean Capler, Megan Parmenter, Jim Sherman, Kirk White, Scott Robinson (ex officio).

Board members absent: Amanda Burnham, Jeff Ehman, Julie Roberts, Jim Sims (ex officio).

Staff present: Tom Axsom, James Hall, Dan Hudson, Vic Kelson, Holly McLaughlin, Brandon Prince, Cindy Shaw, LaTreana Teague, Missy Waldon, Chris Wheeler, Kat Zaiger.

MINUTES

Sherman moved, and Parmenter seconded the motion to approve the minutes of the August 16th meeting. The motion received a roll-call vote: Capler-yes, Parmenter-yes, White-yes, Sherman-yes. The motion passed.

CLAIMS

Sherman moved, and Parmenter seconded the motion to approve the Standard Invoices: Vendor invoices submitted included \$313,891.28 from the Water Utility, \$530.00 from the Water Construction Fund, \$163,727.81 from the Wastewater Utility, \$1,269,923.19 from the Wastewater Construction Fund, and \$10,971.50 from the Stormwater Utility.

The motion received a roll-call vote: Parmenter-yes, White-yes, Capler-yes, Sherman-yes. Total claims approved: \$1,759,043.78.

Sherman moved, and Parmenter seconded the motion to approve the Utility Bills: Utility invoices submitted included \$3,170.74 from the Water Utility and \$9,983.18 from the Wastewater Utility.

The motion received a roll-call vote: Capler-yes, Sherman-yes, White-yes, Parmenter-yes. Total claims approved: \$13,153.92.

Sherman moved, and Parmenter seconded the motion to approve the Wire Transfers, Fees, and Payroll in the amount of \$370,689.22. The motion received a roll-call vote: White-yes, Sherman-yes, Parmenter-yes, Capler-yes. The motion passed.

Sherman moved, and Parmenter seconded the motion to approve the Customer Refunds: Customer refunds submitted included \$67.20 from the Water Fund and \$548.31 from the Wastewater Fund.

The motion received a roll-call vote: Parmenter-yes, White-yes, Sherman-yes, Capler-yes. Total claims approved: \$615.51.

CONSENT AGENDA

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

- Shady Side Drive Water Corporation, \$0, Wholesale water customer contract renewal
- Koorsen Fire & Security, \$4,891.73, Replacement of fire and burglar panel
- Rumpke of Indiana, LLC, \$0, First amendment to extend the contract expiration date
- Heflin Industries, Inc., \$3,840.00, Install exhaust piping for air compressors at MWTP
- Maxim Crane Works, LP., \$15,000.00, On-call contract for crane services
- B.L.Anderson, Co., Inc., \$8,000.00, First amendment for instrument calibration

As no items were removed from the Consent Agenda by the Board, the agreements were approved. Total contracts approved: \$31,731.73.

REQUEST FOR APPROVAL OF SECOND AMENDMENT TO THE AGREEMENT WITH INFRASTRUCTURE SYSTEMS, INC.

Capital Projects Manager Hudson presented a second amendment to an agreement with ISI, Inc. for the Monroe WTP Residuals Pumping Improvements Project. The agreement increases the scope of work to include replacing electrical conductors for pumps on the lower lagoons. The amendment is for \$20,455.00, and the new not-to-exceed contract amount is \$575,782.00.

White moved, Sherman seconded to approve the second amendment with ISI, Inc. The motion received a roll-call vote: White-yes, Parmenter-yes, Capler-yes, Sherman-yes. The motion passed.

REQUEST FOR APPROVAL OF AGREEMENT WITH SUNSET HILL FENCE, CO., LLC.

Assistant Director of Operations Axsom presented an agreement with Sunset Hill Fence Co. to install fencing around Monroe WTP. There is currently no fencing around the back of the plant. The amount of the agreement is \$58,200.00.

Sherman moved, White seconded to approve the agreement with Sunset Hill Fence, Co., LLC. The motion received a roll-call vote: Sherman-yes, Parmenter-yes, White-yes, Capler-yes. The motion passed.

REQUEST FOR APPROVAL OF FIRST AMENDMENT TO THE AGREEMENT WITH 120WATER AUDIT, INC.

Assistant Director of Environmental Programs Hall presented the first amendment to an agreement with 120Water Audit, Inc. The amendment extends the COVID wastewater testing and monitoring at Blucher Poole and Dillman Wastewater Treatment Plants until 2021. In addition, it increases the not-to-exceed amount by \$11,496.00 for a total amount of \$45,984.00.

Sherman moved, White seconded to approve the first amendment to the agreement with 120Water Audit, Inc. The motion received a roll-call vote: White-yes, Sherman-yes, Capler-yes, Parmenter-yes. The motion passed.

REQUEST FOR APPROVAL OF AGREEMENT WITH ARCADIS, U.S., INC.

Hall presented an agreement with Arcadis, U.S., Inc. to support the development of service line inventory and BlueConduit Modeling. The Copper and Lead Rule requires all utilities in the United States to develop a lead service line inventory. That inventory consists of the material on the customer side of the meter and the CBU side of the meter. Arcadis will help to develop a data sheet. In addition, BlueConduit has a model that helps predict where lead service lines are located based on samples collected in the field. The agreement total is \$127,900.00.

Sherman moved, White seconded to approve the agreement with Arcadis, U.S., Inc. The motion received a roll-call vote: Capler-yes, White-yes, Parmenter-yes, Sherman-yes. The motion passed.

REQUEST FOR APPROVAL OF SECOND AMENDMENT TO THE AGREEMENT WITH AZTECA SYSTEMS HOLDINGS, LLC.

CBU Purchasing Manager Shaw presented a second amendment to an agreement with Azteca Systems Holdings for implementing utility inventory. The amendment provides the implementation of Storeroom software with GIS in Engineering and the work order system in T&D. It will help integrate inventory to the work orders. The amendment amount increases the agreement by \$36,600.00 for a new not-to-exceed total of 128,000.00.

Sherman moved, Parmenter seconded to approve the second amendment to the agreement with Azteca Systems Holdings, LLC. The motion received a roll-call vote: White-yes, Parmenter-yes, Sherman-yes, Capler-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: None

STAFF REPORTS:

Kelson reported an employee transfer in T&D; Tracy Koontz has transferred from a meter serviceperson to a meter reader.

Hall introduced new MS4 Coordinator Katherine (Kat) Zaiger.

Kelson also reported the CBU 2022 Budget was approved by Council, 9-0.

The water rate case is ongoing. CBU received answers to data requests last week and will file a rebuttal testimony this week.

CBU will host Alliance of Indiana Rural Water (AIRW) apprentices for a boot camp event for those interested in the water and wastewater fields. Some will visit the Monroe WTP, and others will take a tour of Blucher Poole WWTP on Wednesday, September 1st.

PETITIONS AND COMMUNICATIONS: None

ADJOURNMENT: Sherman moved to adjourn; the meeting adjourned at 5:21 pm.

Jean Capler, President

Date