

## UTILITIES SERVICE BOARD MEETING

10/12/2021

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

### CALL TO ORDER

In the absence of the Board President and Vice President, board member Ehman called the regular meeting of the Utilities Service Board to order at 5:00 p.m. Ehman then asked the attending members to nominate and elect a Chair Pro Tem. White moved to elect board member Ehman as the chair pro tem. All voted "aye," and the motion passed unanimously. The meeting was held electronically via Zoom and Facebook Live.

**Board members present:** Jeff Ehman, Megan Parmenter, Jim Sherman, Kirk White, Scott Robinson (ex officio).

**Board members absent:** Amanda Burnham, Jean Capler, Julie Roberts, 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.

**Guests present:** Katie Stein.

### MINUTES

***Board member Sherman moved, and Board Member Parmenter seconded the motion to approve the minutes of the September 27<sup>th</sup> meeting. The motion received a roll-call vote: Parmenter-yes, Sherman-yes, White-yes, Ehman-yes. The motion passed.***

### CLAIMS

***Sherman moved, and Parmenter seconded the motion to approve the Standard***

***Invoices:*** Vendor invoices submitted included \$317,423.66 from the Water Utility, \$484,628.14 from the Wastewater Utility, \$71,368.26 from the Wastewater Construction Fund, \$750.00 from the Wastewater Sinking Fund, \$7,348.86 from the Stormwater Utility, and \$1,160,079.12 from the Stormwater Construction Fund.

***The motion received a roll-call vote: Sherman-yes, Parmenter-yes, Ehman-yes, White-yes. Total claims approved: \$2,041,598.04.***

***Sherman moved, and Parmenter seconded the motion to approve the Utility Bills:*** Utility invoices submitted included \$74,855.17 from the Water Utility and \$23,271.70 from the Wastewater Utility.

***The motion received a roll-call vote: Parmenter-yes, Ehman-yes, White-yes, Sherman-yes. Total claims approved: \$98,126.87.***

***Sherman moved, and Parmenter seconded the motion to approve the Wire Transfers, Fees, and Payroll in the amount of \$516,426.20. The motion received a roll-call vote: White-yes, Ehman-yes, Sherman-yes, Parmenter-yes. The motion passed.***

**Sherman moved, and Parmenter seconded the motion to approve the Customer Refunds:** Customer refunds submitted included \$41.48 from the Water Fund, \$5,681.73 from the Wastewater Fund, and \$20,664.00 from the Stormwater Fund.

Ehman asked about a refund to Indiana University for credit on an account after the final bill. He wondered if CBU has several accounts with Indiana University. Pettit answered that CBU has about 250 accounts with them.

**The motion received a roll-call vote: Ehman-yes, Parmenter-yes Sherman-yes, White-yes. Total claims approved: \$26,387.21.**

## **CONSENT AGENDA**

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

- EQ Industrial Services, dba U.S. Ecology, \$10,000.00, First amendment - Removal of hazardous waste materials from CBU facilities
- Brehob Corp., \$3,128.68, Repair of air compressors 1 and 2 at MWTP
- Springfield Electric Supply Co. dba Valley Electric Supply, \$2,500.00, Troubleshoot variable frequency drive (VFD) on Raw Pump #1 at Dillman WWTP
- Hach Co., \$762.93, Annual maintenance on Hach DR3900 Spectrophotometer at BP WWTP

**As no items were removed from the Consent Agenda by the Board, the agreements were approved. Total contracts approved: \$16,391.61.**

## **BID OPENING - DEER PARK-DEVON LANE STORMWATER PROJECT**

CBU Engineer Peden opened and read aloud bids for a detention pond at Deer Park. The project would also include stormwater improvements.

Reed and Sons, Construction, Inc. was the only bidder. The lump-sum bid was \$187,415.00. Peden said the bid would be reviewed with the engineering staff to ensure all items were submitted correctly.

Sherman asked what the expectation was for the bid. Peden answered the engineer's estimate was \$103,000.

Ehman asked for a characterization of the magnitude of the overall stormwater project budget for neighborhood projects like this one. What proportion of the overall yearly budget does this represent? Kelson said this is not a typical neighborhood stormwater project like replacing a pipe. This is a new infrastructure that is not on our property. It will serve a large region in our stormwater basin and is more an extension than a neighborhood project.

Schroeder answered this is under our green infrastructure funding, which has a budget of around \$400,000 a year. Pettit added that the total stormwater budget is about \$3 million.

## **REQUEST FOR APPROVAL OF AGREEMENT WITH FPBH, INC.**

Assistant of Environmental Services Hall presented a contract to design bio-detention areas for four locations throughout the city. The agreement is for \$39,000.

White asked if the contract is to design new detention facilities for these areas?

Peden answered these are areas where we are looking to add detention. A typical development would come in and review, and we would require detention. These are older neighborhoods that do not have detention. It was never incorporated at that time. We are looking for pocket areas that are city property that has significant stormwater that passes through them. We want to limit flooding and storm impacts downstream.

White asked if we are responsible for long-term maintenance?

Peden said it would be the city's responsibility and that we would work with other city departments such as Parks and Recreation to keep up maintenance.

White asked if we were to the stage where we were talking to the adjacent property owners. Hall said that we have not yet spoken to the property owners. We are waiting for the design to see if it will impact any areas around it. Since we own almost all of the property that we will design on, we do not see where there will be many issues.

Ehman asked what criteria do we use to select these projects?

Peden answered that we respond to complaints and use inspection during significant rain events where flooding is recurring and looking upstream from there.

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

**OLD BUSINESS:** None

**NEW BUSINESS:** None

**SUBCOMMITTEE REPORTS:** None

**STAFF REPORTS:**

Kelson reported CBU had hired a new Assistant GIS Coordinator, Meghan Blair.

He also reported CBU had reached a settlement with the intervening parties on the water rate case, and the settlement was filed with the IURC. The IURC will hold the settlement hearing on October 22<sup>nd</sup>. CBU requested a total revenue increase of 22.2% but is getting the settlement amount of 18.26%. A lot of the difference relates to some of the projects that will not be continuing. We have made substantial progress on adjusting the rate schedule to reduce the subsidy of the non-residential rate classes by the residential rate classes. We expect to do another cost-of-service study entirely based on AMI data, giving us a much stronger set of data for a detailed analysis of those subsidies.

**PETITIONS AND COMMUNICATIONS:** None

**ADJOURNMENT:** Sherman moved to adjourn; the meeting adjourned at 5:34 p.m.

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Jean Capler, President

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Date