

## UTILITIES SERVICE BOARD MEETING

10/25/2021

*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, Julie Roberts, Jim Sherman, Kirk White, Scott Robinson (ex officio), Jim Sims (ex officio).

**Board members absent:** Amanda Burnham, Jeff Ehman.

**Staff present:** Tom Axsom, Jane Fleig, Liberty Flora, James Hall, Nolan Hendon, Vic Kelson, Phil Peden, Laura Pettit, Brandon Prince, Jay Ramey, LaTreana Teague, Chris Wheeler.

### MINUTES

*Board member Roberts moved, and Board Member Parmenter seconded the motion to approve the minutes of the October 12<sup>th</sup> meeting. The motion received a roll-call vote: White-yes, Roberts-yes, Sherman-yes, Capler-yes. Parmenter-yes. The motion passed.*

### BID OPENING – FAIRWOOD TERRACE MILLING AND PAVING PROJECT

CBU Engineer Ramey opened and read aloud two quote bids for milling and paving in the Fairwood Terrace neighborhood. They were from Milestone Contractors, LP, and E&B Paving, LLC. Milestone submitted a bid of \$130,300, and E&B Paving submitted a bid of \$163,300. CBU Engineer Fleig said the estimate was \$120,000.

### CLAIMS

**Roberts moved, and Parmenter seconded the motion to approve the Standard Invoices:** Vendor invoices submitted included \$200,721.86 from the Water Utility, \$133,269.28 from the Wastewater Utility, \$664,845.00 from the Wastewater Construction Fund, \$11,109.49 from the Stormwater Utility, and \$40,806.27 from the Stormwater Construction Fund.

**The motion received a roll-call vote: Capler-yes, White-yes, Sherman-yes, Parmenter-yes, Roberts-yes. Total claims approved: \$1,050,751.90.**

**Roberts moved, and Parmenter seconded the motion to approve the Utility Bills:** Utility invoices submitted included \$63,081.36 from the Water Utility and \$65,178.18 from the Wastewater Utility.

***The motion received a roll-call vote: Roberts-yes, Sherman-yes, Parmenter-yes, White-yes, Capler-yes. Total claims approved: \$128,259.54.***

***Roberts moved, and Parmenter seconded the motion to approve the Wire Transfers, Fees, and Payroll in the amount of \$362,771.71. The motion received a roll-call vote: White-yes, Parmenter-yes, Capler-yes, Sherman-yes, Roberts-yes. The motion passed.***

## **CONSENT AGENDA**

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

- Hoosier Equipment Service, Inc., \$1,725.80, Purchase and installation of fuel tank gauge at Blucher Poole WWTP
- Indiana Door and Hardware Specialties, Inc., \$1,875.00, Replacement of electronic rail for badge door lock at Utilities Service Center
- Potomac Electrical Services, LLC., dba Electrical Maintenance and Testing, \$12,100.00, 460V switchgear testing and automatic switch investigation at Blucher Poole WWTP

***As no items were removed from the Consent Agenda by the Board, the agreements were approved. Total contracts approved: \$15,700.80.***

Board member White asked what the fuel tank gauges' capacity for the plant's backup generators is and how long they run. CBU staff followed up later that there are two 1000 gallon diesel generators at the Monroe Water Treatment Plant: one at the intake and one in the plant. The intake generator will run any one of the four low-service pumps. The plant generator will power one transfer pump, one high service pump, and all of the electrical components in the plant, which equates to 50% capacity.

CBU fills each generator 85% spring-fall and close to 100% in the winter months. When full, each generator will run for 48 hours without interruption.

Blucher Poole Wastewater Treatment Plant has one generator that holds 3,000 gallons, and the Dillman Road Wastewater Treatment Plant has one generator that holds 1,000 gallons.

When full, the Dillman WWTP backup generator will operate the chemical feed system, non potable water line, and a pump to the EQ basin for approximately 16 hours without interruption. The Blucher Poole WWTP backup generator will operate the entire plant for an unknown period.

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:**

Director Kelson announced a new T&D employee, Christian Eberle, Master Equipment Operator.

CBU Staff attended the rate case settlement hearing at the Indiana Utilities Regulatory Commission on Friday, October 22. CBU is now awaiting a ruling from the commission and may enact the tariff on January 1, 2022.

**REQUEST FOR APPROVAL OF RESOLUTION 2021-11 - BID ACCEPTANCE AND CONTRACT AWARD FOR FAIRWOOD TERRACE MILLING AND PAVING PROJECT**

Fleig requested the resolution for approval. After reviewing the bids earlier in the meeting, CBU staff recommended awarding Milestone Contractors, LP for \$130,300. This project was for a water main replacement that CBU did in Fairwood Terrace. The area has county streets, and they require that we mill and resurface the lanes that we worked on those streets.

***Roberts moved, Parmenter seconded to approve Resolution 2021-11. The motion received a roll-call vote: Parmenter-yes, Roberts-yes, White-yes, Sherman-yes, Capler-yes. The motion passed.***

**PETITIONS AND COMMUNICATIONS:** None

Capler thanked board member Ehman for facilitating the October 12<sup>th</sup> USB meeting.

**ADJOURNMENT:** Roberts moved to adjourn; the meeting adjourned at 5:14 p.m.

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Jean Capler, President

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Date