

## UTILITIES SERVICE BOARD MEETING

01/04/2022

***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, Jean Capler, Seth Debro, Jeff Ehman, Megan Parmenter, Jim Sherman, Jim Sims (ex officio), Scott Robinson (ex officio)

**Board members absent:** Kirk White

**Staff present:** Tom Axsom, James Hall, Dan Hudson, Vic Kelson, Holly McLaughlin, Laura Pettit, Brandon Prince, Cindy Shaw, LaTreana Teague, Chris Wheeler

### APPOINT ROLES FOR 2022

Capler called for nominations for President. Board member Burnham nominated, and Board member Sherman seconded the motion for Jeff Ehman for Board President.

***The motion received a roll-call vote; Capler-yes, Ehman-yes, Sherman-yes, Burnham-yes, Debro-yes, Parmenter-yes. The motion passed.***

Ehman called for nominations for Vice President. Sherman nominated Amanda Burnham, Capler seconded the motion.

***The motion received a roll-call vote: Debro-yes, Ehman-yes, Sherman-yes, Capler-yes, Burnham-yes, Parmenter-yes. The motion passed.***

### MINUTES

***Board member Burnham moved, and Board Member Parmenter seconded the motion to approve the minutes of the December 6<sup>th</sup> meeting. The motion received a roll-call vote: Burnham-yes, Sherman-yes, Debro-yes, Parmenter-yes, Ehman-yes, Capler-yes. The motion passed.***

### CLAIMS

***Burnham moved, and Board member Debro seconded the motion to approve the Standard Invoices:*** Vendor invoices submitted included \$371,402.46 from the Water Utility, \$293,111.15 from the Wastewater Utility, \$1,489,363.52 from the Stormwater Utility, and \$578,251.90 from the Stormwater Construction Fund.

***The motion received a roll-call vote: Parmenter-yes, Capler-yes, Burnham-yes, Ehman-yes, Sherman-yes, Debro-yes. Total claims approved: \$2,732,129.03.***

**Burnham moved, and Parmenter seconded the motion to approve the Utility Bills:**  
Utility invoices submitted included \$12,702.63 from the Water Utility and \$8,070.94 from the Wastewater Utility.

**The motion received a roll-call vote: Capler-yes, Parmenter-yes, Ehman-yes, Debro-yes, Burnham-yes, Sherman-yes. Total claims approved: \$20,773.57.**

**Burnham moved, and Parmenter seconded the motion to approve the Wire Transfers, Fees, and Payroll in the amount of \$374,696.85. The motion received a roll-call vote: Sherman-yes, Ehman-yes, Parmenter-yes, Burnham-yes, Capler-yes, Debro-yes. The motion passed.**

**Burnham moved, and Parmenter seconded the motion to approve the Customer Refunds:**  
Customer refunds submitted included \$394.97 from the Water Fund and \$4,708.39 from the Wastewater Fund.

**The motion received a roll-call vote: Parmenter-yes, Ehman-yes, Debro-yes, Burnham-yes, Capler-yes, Sherman-yes. Total claims approved: \$5,103.36.**

**Burnham moved, and Parmenter seconded the motion to approve a special check run for bond payments to BOKF, N.A. for sewer bonds. Invoices submitted included \$736,605.63 from the Wastewater Sinking Fund.**

**The motion received a roll-call vote: Debro-yes, Sherman-yes, Burnham-yes, Parmenter-yes, Capler-yes, Ehman-yes. Total claims approved: \$736,605.63.**

**Burnham moved, and Parmenter seconded the motion to approve a second special check run for bond payments. Invoices submitted included \$2,637,406.85 from the Water Sinking Fund and \$3,426,955.04 from the Wastewater Sinking Fund.**

**The motion received a roll-call vote: Parmenter-yes, Debro-yes, Sherman-yes, Ehman-yes, Burnham-yes, Capler-yes. Total claims approved: \$6,064,361.89.**

## **CONSENT AGENDA**

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

- Heflin Industries, Inc., \$8,000.00, Repair and replace leaking chlorine lines and valves at MWTP
- BBC Pump and Equipment Co., Inc., \$3,240.00, Non-potable water pump repair at Blucher Poole WWTP
- ATC Group Services, LLC., \$0, First amendment to extend work completion date and contract expiration date for groundwater statistical analysis for Dillman Landfill
- SwiftComply U.S. OPCO, Inc., \$11,000.00, Installation and service of database and management software for FOG program
- Commercial Service of Bloomington, Inc., \$12,450.00, Replace heater in bar screen at Blucher Poole WWTP
- Harrell-Fish, Inc., \$4,304.30, Replace squirrel cage fan at Dillman WWTP

**As no items were removed from the Consent Agenda by the Board, the agreements were approved. Total contracts approved: \$38,994.30.**

**REQUEST FOR APPROVAL OF THE FOURTH AMENDMENT TO THE AGREEMENT WITH WESSLER ENGINEERING, INC.**

Capital Projects Manager Hudson presented the fourth amendment with Wessler Engineering to complete the design of the solids handling facility at the Monroe WWTP. It includes bidding and construction management services. The amendment adds \$216,000 to the contract for a new, not-to-exceed amount of \$548,000.00.

Parmenter asked when was the original contract presented.

Kelson answered that project construction started in 2019 but then delayed when we started running low on cash after the demolition of the Griffy plant.

***Burnham moved, and Parmenter seconded to approve the fourth amendment to the agreement with Wessler Engineering, Inc. The motion received a roll-call vote: Burnham-yes, Sherman-yes, Debroyes, Ehman-yes, Capler-yes, Parmenter-yes. The motion passed.***

**REQUEST FOR APPROVAL OF AGREEMENT WITH WESSLER ENGINEERING, INC.**

Hudson presented an agreement with Wessler for the intake bar replacement at Monroe WTP.

Last year, a failure of the bar screen at the Monroe intake structure showed that, after inspection, the bar screen could not be repaired, but had to be replaced. Therefore, we are asking Wessler for their design services to replace the screen. The amount of the agreement is \$63,500.00.

Burnham asked what general costs to replace the bar screen are. She also asked if the organization that installed the product offered a solution why there was a need to seek out additional design information.

Hudson answered the cost given was primarily for equipment and installation. We also need design services for structural and electrical engineering.

Kelson answered that the price of the equipment was around \$600k-\$700k installed.

***Burnham moved, and Parmenter seconded to approve the agreement with Wessler Engineering, Inc. The motion received a roll-call vote: Capler-yes, Ehman-yes, Sherman-yes, Burnham-yes, Debroyes, Parmenter-yes. The motion passed.***

**REQUEST FOR APPROVAL OF AGREEMENT WITH ELECTRIC PLUS, INC. – Copper wire replacement at Dillman WWTP. NTE: \$679,542.00. – Vic Kelson**

Kelson presented an agreement with Electric Plus, Inc. to replace an underground cable at Dillman WWTP after a power failure at the plant. This cable is part of a three-phase power distribution circuit that goes from the substation near S.R. 37 to the back of the plant. It is in the same conduit as another similar feed. Altogether, there are six cables and two grounding wires, about 2k feet long. This agreement was an emergency purchase request because we do not have power at the maintenance garage, and we are running on a generator there. If the second wire failed, we could not run the filters at the plant. The amount agreement is \$679,542.00.

Ehman asked how long it would take to complete the work. Kelson answered the wire should arrive this week, and it will take 2 ½ weeks to complete installation.

Burnham asked if installing the new wiring would disrupt any service or roads or if everything was on our property. Kelson answered, it is all on our property. All of the conduits run through our property, and they will be installed in an existing tray. It will be handled on-site. Installation should not disrupt plant operations.

Board member Sims asked what the life expectancy of the part was. Kelson answered the wires are expected to have a service life of about 30 years. They were installed in the early 1980s when the plant was built and are around 40 years old. Water can condense inside the cable and move between the wires, and if you get a high current for any period, it can boil and break the installation loose. There is a plan to go through the other plants to test all power supply cables this year.

***Burnham moved, and Parmenter seconded to approve the agreement with Electric Plus, Inc. The motion received a roll-call vote: Ehman-yes, Capler-yes, Parmenter-yes, Burnham-yes, Sherman-yes, Debro-yes. The motion passed.***

**OLD BUSINESS:** None

**NEW BUSINESS:** None

**SUBCOMMITTEE REPORTS:** None

**STAFF REPORTS:**

Kelson welcomed new USB member Seth Debro. Brian Usrey, Lineperson in T&D, retired.

The Indiana Utility Regulatory Commission (IURC) approved the water rate case on December 22, 2021, and it was enacted on January 1, 2022. The February bills will show the water rate increase. We made progress on closing the gap on the cost-of-service analysis. For the average customer, the increase should show \$1 or \$2 per month. It is only an increase in the metered rate.

Burnham asked if the \$1-\$2 per month rate increase is for most residential customers? Kelson confirmed that it is.

Burnham also asked if someone had a question about their rate, can they call the customer service line?

Kelson said the information is on the CBU website. In addition, customers can call our Customer Service department and contact CBU Public Information Officer Holly McLaughlin.

Sherman asked if Indiana University was “happy” with the outcome?

Kelson answered that while it was a long process working with IU, obviously they are our largest customer, and it was going to be a substantial increase requested. We negotiated and reached a settlement together. CBU and IU did not have to go to a final hearing.

Ehman asked if we are closing the gap, then seeing the increase the normal ratepayer will experience would be smaller than what they would have experienced if we did not do the coss-based rate. Can you guess what the difference is?

Kelson answered the difference is listed in the press release and the rate schedule.

Kelson said CBU would review sewer and storm rates this year and expects to come to the USB about it in the third quarter.

Ehman asked, if, given that the IURC approved this first cost-of-service set of rates and another one is anticipated, the next rate increase will be less onerous in its process?

Kelson said that we would have more data upfront thanks to advanced metering infrastructure (AMI) for the next rate increase.

**PETITIONS AND COMMUNICATIONS:**

Sims announced he is not seeking Council presidency for 2022 and requested to continue to be a liaison to the USB. He thanked Capler for her service as USB President, and Julie Roberts for her 15 years of service to the USB. Sims welcomed Seth Debro to the USB.

Kelson said that there had been changes in the City’s policy regarding COVID vaccinations and testing. We are now requiring unvaccinated employees to be tested weekly. Unvaccinated employees can do an at-home test under supervision at the service center as required by OSHA.

Burnham said that Kelson mentioned the testing policy was a city policy and asked for clarification that it is a state requirement. Kelson said the policy is a federal policy as it comes from OSHA.

**ADJOURNMENT:** Burnham moved to adjourn; the meeting adjourned at 5:40 p.m.

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Jeff Ehman, President

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Date