

UTILITIES SERVICE BOARD MEETING
3/10/2025

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CALL TO ORDER

Board President Debro called the regular meeting of the Utilities Service Board to order at 5:01 p.m. The meeting took place in the Utilities Service Boardroom at the City of Bloomington Utilities Service Center, 600 East Miller Drive, Bloomington, Indiana.

Board members present: Molly Stewart, Megan Parmenter, Kirk White, Jim Sherman, Seth Debro, Amanda Burnham, Jeff Ehman

Board members absent: Matt Flaherty, David Hittle

Staff present: Katherine Zaiger, James Hall, Dan Hudson, Chris Wheeler, Kelsey Thetonia, Mark Menefee, Nolan Hendon, Joel Pontius, Daniel Frank, Matt Havey

Guests present: None

PETITIONS AND COMMUNICATIONS: None

AGENDA: None

MINUTES

Board Vice President White moved, and Board member Sherman seconded the motion to approve the minutes of the 2/24/2025 meeting. Motion carried, seven ayes.

White moved, and Sherman seconded the motion to approve the minutes of the 3/6/2025 special meeting. Motion carried, seven ayes.

CLAIMS

Standard Invoice Questions

Board member Ehman questioned the charges for B L Anderson invoice being applied to Water and since these charges are assigned to Blucher Poole, they should likely be assigned to Wastewater instead. CBU Assistant Director - Finance - Havey confirmed and will get the charges updated. Board member Burnham questioned why the AWWA Membership for Shane Ira was more expensive than the other membership fees listed in the claims. Havey advised that it may be a higher tier membership, but noted he'll need to research it to determine the difference. Parmenter noted that there are fees for conference registration that is happening soon and requested staff provide a brief update about the conference at the next meeting. CBU Director - Zaiger confirmed.

White moved, and Sherman seconded the motion to approve the Standard Claims:

Invoices included \$181,278.94 from the Water Fund and \$5,282.41 from the Water Construction Fund, \$212,435.73 from the Wastewater Fund, \$103,606.27 from the Wastewater Construction Fund, and \$16,029.36 from the Stormwater Fund.

Motion carried - seven ayes. Total claims approved: \$518,632.71.

White moved, and Sherman seconded the motion to approve the Utility Bills:

Invoices included \$12,133.75 from the Water Fund, and \$30,438.87 from the Wastewater Fund.

Motion carried - seven ayes. Total claims approved: \$45,572.62.

White moved, and Sherman seconded the motion to approve the Wire Transfers, Fees, and Payroll for \$650,310.91. Motion carried - seven ayes.

White moved, and Sherman seconded the motion to approve the Customer

Refunds: Customer Refunds included \$42.57 from the Water Fund and \$5,823.14 from the Wastewater Fund.

Motion carried - seven ayes. Total refunds approved: \$5,865.71

CONSENT AGENDA

Zaiger presented the following items recommended by staff for approval:

- a. Malvern Panalytical, Inc., \$5,110.00, Calibration/verification of Zeta potential analyzer at MWTP
- b. US Land Grid, Inc., \$6,250.00, GIS Digitization
- c. Precision Quality Contracting, LLC, \$21,660.00, Remove and replace conduit concrete, install fiber cable at Blucher Poole
- d. Deco Coatings, Inc., \$5,320.00, Painting a 36" pipe and an airline at Dillman Wastewater Plant
- e. Xylem Water Solutions USA, Inc., \$20,000.00, On call contract for bypassing, pumping, and maintenance services
- f. Overhead Door Company of Bloomington, \$10,000.00, On call contract for garage door repairs

Consent Agenda approved as presented. Total approved: \$68,340.00

REQUEST APPROVAL OF SECOND ADDENDUM TO LICENSE AGREEMENT

CBU - Assistant Attorney - Wheeler, provided an overview of the long-standing license agreement between the Utility Service Board, Bloomington Police Department (BPD), and Bloomington Fire Department (BFD) for the use of a portion of the Winston Thomas property near Walnut Street. Wheeler noted that the licensed area has expanded over time, initially allowing the police department to establish an evidence storage facility, and now BFD is requesting another expansion to build a fire training facility. The designated area was previously used as a laydown site for CBU inventory, which the fire department has agreed to assist in relocating. Due to the facility's visibility, the project must comply with Title 20 of the city's Unified Development Ordinance, requiring improvements to the property frontage along North Walnut Street. BFD is covering the costs for these upgrades, including sidewalks, shrubbery, and other landscaping enhancements. Wheeler noted that Chief Kerr from BFD was present to address any questions, and recommended approval of the second amendment to the agreement. White questioned if the proposed changes would interfere with building plans that CBU has recently received for a proposed service center located on the same Winston Thomas property. Wheeler referenced Exhibit A related to the addendum noting that the proposed expansion site is on the

northeast side of the property, but the proposed service center is located on the southwest end of the property and would not conflict. Ehman questioned if there were any thoughts about turning over the property, or given that this addendum would allow for permanent structures to be added, are there any potential liabilities or other negative impacts to CBU. Wheeler noted that turning over or selling the property was not something that had been considered. Should BFD or BPD choose to leave, CBU would decide the best use of the structures and would be responsible for any liabilities since they will be CBU assets. Ehman questioned if there was a term for this agreement. Wheeler confirmed noting that the agreement ends in 2106. Zaiger noted that if CBU wished to subdivide the property that would create other hurdles to be in compliance with Title 20. Parmenter questioned if this addendum extended the term of the agreement. Wheeler advised no, the addendum simply adds another portion of the property to the agreement.

White moved, Sherman seconded to approve the second addendum to the license agreement. Motion carried - seven ayes.

REQUEST APPROVAL OF RESOLUTION 2025-02 BID ACCEPTANCE AND CONTRACT AWARD FOR MONROE WATER TREATMENT PLANT CHEMICAL FEED LINE REPLACEMENT AND BACKWASH PUMP REPLACEMENT

CBU Capital Projects Manager - Hudson presented Resolution 2025-02 noting that on February 10th, three bids were publicly opened and evaluated for a project involving chemical line replacement and the addition of a backwash pump at the Monroe Water Treatment Plant. The project included a base bid and three alternates: fluoride piping (Alternate 1) , LED lighting replacement (Alternate 2) , and painting/coating of the backwash pump (Alternate 3) . Due to cost concerns, the CBU decided not to proceed with Alternate 3. After reviewing the bids, Thieneman Construction was determined to be the lowest, most responsive, and responsible bidder for the base bid at \$4,732,000. White noted the difference between the engineer's estimate and the bids that were received and questioned the reasoning for the disparity. Hudson noted that the engineer's estimate was \$1,100,000.00 lower than the lowest of the three bids received, adding that all three bids were similar, so the range is correct. The consultant that CBU is working with on the project advised that it's primarily the costs of electrical and instrumentation upgrades. Electricians are currently in high demand and inflation has had a major impact on the cost of instrumentation. White questioned the budget implications of the cost increase. Havey advised that the CBU will monitor the Water Fund heavily to try to generate the funds for the project, and also noted that the project will not be a one time expense, rather the project will be spaced out over two years. If the funds can't be generated, CBU can take a loan from the Wastewater Fund until the bond is received from the water rate case. Hudson advised that the backwash pump has been delayed several times and needs to be addressed, along with replacement of the chemical feed lines that are also in need of repair. Parmenter questioned when the third alternate project will be scheduled for since the funds are not currently available. Hudson noted that it will possibly be included under other tank projects. The tank currently has no issues and this project was more preventative maintenance, so it can be delayed in order to save \$900,000.00. Parmenter noted that she understood, but added that cost will likely increase.

White moved, Sherman seconded to approve Resolution 2025-02. Motion carried - seven ayes.

REQUEST APPROVAL OF RESOLUTION 2025-03 TO DESIGNATE SURPLUS PROPERTY FOR AUCTION

Havey presented the resolution, noting that the surplus property listed was being stored at the location that BFD will be using on the Winston Thomas property. Burnham noted that the pavers

were listed as both 'auction' and 'dispose'. Havey clarified that if the items do not sell at auction, they will be destroyed.

White moved, Sherman seconded to approve Resolution 2025-03. Motion carried - seven ayes.

OLD BUSINESS:

Havey provided an update regarding vehicle maintenance expenses that was requested by the USB. Of the \$120,000.00 dollars that CBU spent on services not provided by Fleet as part of the interdepartmental agreement, only \$1,000.00 was spent on the type of typical routine maintenance/repair work provided by Fleet. The remaining amount went towards servicing heavy equipment or body work, both services that Fleet does not provide. Debro questioned if CBU has a contract with the vendors that provide those services for body work or heavy equipment maintenance. Havey advised no, but CBU uses specific vendors depending on the type of equipment being serviced. Burnham questioned if Fleet provides an invoice for services rendered to equipment so that CBU could compare the rates with outside vendors to ensure that the \$70,000.00 flat fee, or \$840,000.00 per year that CBU is charged is the most cost effective way to handle vehicle maintenance. Zaiger advised that CBU could estimate based on internal logs of when vehicles are sent to Fleet and what services they are sent for. Ehman and Stewart agreed and suggested requesting estimates from outside vendors for comparable services and estimating based on those numbers to see if the rate CBU is paying for fleet maintenance is reasonable. Burnham noted that looking deeper into this issue will help inform the next interdepartmental agreement and ensure that CBU is receiving the services that it is paying for. Ehman agreed and noted that this is one of the few areas where CBU has an outside option to receive a service covered by the interdepartmental agreement. Zaiger advised that CBU will work to get more data on the topic. Havey provided an update related to a \$25,000.00 dollar charge from IDEM at a previous meeting. Havey advised that the charge is required annual operation fee for all public water systems and is calculated based on the number of service connections with the purpose of offsetting the state's implementation of the federal requirements for the Safe Drinking Water Act.

NEW BUSINESS: None

SUBCOMMITTEE REPORT: None

STAFF REPORTS:

Zaiger noted the following:

Congratulations to Steven Stanford, Carson Swofford, and the Pre-Treatment Program for a successful IDEM audit. The auditing representative from IDEM had really good things to say about CBU's program.

We welcome the following new employees,

- Joel Pontius, our new Conservation & Energy Resource Manager.
- We also would like to welcome Oleksandr Bondarchuk and Joshua Stockton to the Monroe water treatment plant. Both Olekzander and Joshua are Operators.

Completed Certifications & Licensure:

- David Pitman, T&D Specialized Crew Leader, earned his Distribution Water Systems Large (DSL) certification.

Congratulations go to these employees:

- David Brown, T&D Utilities Specialist, has been promoted to Specialized Crew Leader.
- Breanna Hume, Env Water Quality Specialist, has been named as the Hazardous Materials Inspector and will begin her position on the 17th.

PETITIONS AND COMMUNICATIONS: None

ADJOURNMENT: Debro adjourned the meeting at 5:37 pm


Seth Debro, President

3/24/2025
Date