

UTILITY SERVICE BOARD
AGENDA
5:00 PM – FEBRUARY 27, 2024

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. USB MISSION STATEMENT
5. APPROVAL OF MINUTES
6. APPROVAL OF CLAIMS
7. VISITOR COMMENTS
8. SUPERINTENDENT’S REPORT
 - A. UPDATES:
 1. NEXTERA POWER UPDATE
 2. PROJECT UPDATE REPORT
 - B. FINANCIAL REVIEW
9. OLD OR UNFINISHED BUSINESS
10. NEW BUSINESS/SPECIFIC ISSUES
 - A. RESOLUTION 2024-01
INDUSTRIAL PRETREATMENT USER FEES
 - B. EXECUTIVE SESSION CERTIFICATION
11. BOARD MEMBER COMMENTS
12. ADJOURNMENT

**UTILITY SERVICE BOARD
JANUARY 23, 2024
MINUTES OF THE MEETING**

CALL TO ORDER

Chairman Todd Miller called the meeting to order at 5:00 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

All members were in attendance, as were CEO/Superintendent Greg Toth, Deputy Mayor Jacob Pomasl, City Council Members Dave Morris, Hayley Zinsmaster and Chris Howard. LU staff members and visitors were in attendance as well.

LU MISSION STATEMENT

Secretary Angie Deichman read the Mission Statement.

APPROVAL OF MINUTES

Chairman Miller asked if there were any changes or additions to the minutes from the previous meeting. Mrs. Mercedes Brugh referred to the second-to-last paragraph on Page 2, concerning new tenants in the City Building. She asked for clarification on the wording that reads as follows:

“Board Members concurred that all renovations necessary will be the responsibility of the parties relocating to the space.”

Mrs. Brugh stated her understanding was that “renovations” referred to painting, cleaning, carpeting, light fixtures, etc. and asked for the opinions of other members. Superintendent Greg Toth explained that LU currently maintains the mechanical components such as heating/cooling, plumbing, electrical upgrades and would continue to do so. However, if a tenant wanted such components upgraded or moved, those costs would be the occupant’s responsibility. Mrs. Brugh moved that the minutes be amended to read as follows:

*“Board Members concurred that all **cosmetic/aesthetic** renovations will be the responsibility of the parties relocating to the space, **excluding basic mechanical needs.**”*

Mr. Mike Meagher seconded her motion. The minutes were approved as amended with a vote of 5-0.

APPROVAL OF CLAIMS

Mrs. Deichman moved to approve all claims as presented and Mr. Meagher seconded the motion. Superintendent Toth provided clarification on two claims that were questioned by Board Members. A vote was taken and claims were approved by a 5-0 vote.

VISITOR COMMENTS

SUPERINTENDENT'S REPORT

UPDATES

APPRECIATION TO LU EMPLOYEES

With recent ice storms and frigid temperatures, LU crews have frequently been called in during night and weekend hours for emergency repair work. Mr. Toth extended his sincere appreciation for the dedication and efforts of all employees who have worked relentlessly to restore utility services to our customers.

NEXTERA ENERGY POWER COMPARISON

Mr. Toth reviewed year-over-year power consumption totals and year-end data. The Board was told that the solar field's production has been high over the last few months. The "Bar Graph" and "Forecast vs. Actual" reports reflected this month's numbers against the 400,000,000 KWH yearly commitment to *NextEra Energy*. Unfortunately, December's power production was lower than expected, which resulted in LU being 2,293,960 KWH short of the 400,000,000 KWH minimum requirement. The 2023 purchased power total was 397,706,040 KWH. Mr. Toth stated that negotiations are underway regarding a possible fine in conjunction with this delinquency.

LEAD SERVICE LINE REPLACEMENT PROJECT

Mr. Toth reported that this program is progressing well. A project map illustrating a breakdown of the project area showed a total of 777 upgraded service lines. Crews are currently working in Areas 7 and 8.

The Superintendent then informed the Board that he has worked with Senator Stacy Donato regarding *Indiana Senate Bill 5* which provides utilities cost recovery for lead pipe replacement projects. He pointed out that such legislation is in anticipation of accelerated Environmental Protection Agency (EPA) regulations on lead service line replacements. A brief discussion followed.

CSO 11, 12 & LINDEN AVENUE WET WEATHER PROJECT

An update on this project was provided by Mr. Toth as he shared the latest status of the Michigan Avenue road closure and noted that the project continues to advance.

FINANCIAL REVIEW – DECEMBER, 2023

VP of Finance Harold Allen reported on December 2023 financial data and answered questions from the Board. He explained that just over \$6 million from the "Work in Progress" (WIP) account was transferred to "Fixed Assets" and depreciated. Projects remaining in the WIP account were summarized. Expense accounts over budget included Labor, Administrative Expenses and Supplies. Mr. Allen concluded that all departments operated effectively throughout 2023 and ended with strong, favorable performances.

OLD OR UNFINISHED BUSINESS

CITY BUILDING COMMITTEE UPDATE

Superintendent Toth reported that the committee met in January and reviewed the building layout. A short-term occupancy plan will include moving the Building Department to an improved space. In addition, a long-term plan is necessary to explore all options and to ascertain the best use of the facility for the utility, the city and outside entities.

NEW BUSINESS/SPECIFIC ISSUES

2023 YEAR END REVIEW

CEO/Superintendent Toth shared a year-in-review Power Point presentation showing LU's continued mission, accomplishments, and improvement projects completed during 2023. Highlights included the following:

LU'S CONTINUED MISSION:

- To enhance and support safety for our teams and the public
- Provide reliable and sustainable services to the community
- Maintain fiscal responsibility

ADDITIONS TO MISSION (To help enhance our commitment to providing exceptional services and a supportive workplace.)

- Talent Management: Commit to recruiting and retaining talented and qualified employees
- Service Excellence: Provide a high level of service across all customer touchpoints

HOW THESE GOALS WERE ACHIEVED IN 2023:

- Embraced and implemented innovative technology
- Maintained consistent internal and external communication
- Continued prioritization of aging infrastructure upgrades in project planning and execution
- Focused on employee benefits and appreciation to enhance company culture and morale so everyone can better serve our customers

ACCOMPLISHMENTS INCLUDED:

- Excellent Safety Records and practices:
 - ❖ "Process Safety Management Audit" completed
 - ❖ Forklift safety training and confined spaces safety training completed by water and electric departments
 - ❖ Electric department receives Safety Award from IMEA for commitment to monthly safety classes

- Employee handbook updated (ongoing), Created evacuation plan binders for each building
- Contractor selected and work began CSO 011, 012 projects
- Continued success in online content, tools, and communication
- “Guaranteed Savings Model” procedure launched for awarding new WWTP headworks project
- Tyson Fresh Meats, Inc. assumed compliance responsibility for the former LU-operated pretreatment facility
- Water department remote software to access the SCADA, complete SCADA upgrade completed at all five wells, all outlying water booster stations and water towers
- Installation of over 1,700 AMI meters throughout our system
- Bids for the main replacement and booster station projects were awarded
- Upgrades and new electrical services for development of various businesses and city projects included:
 - ❖ Lexington Village
 - ❖ Fast Pace Health Facility
 - ❖ Red Line Equipment
 - ❖ Relocated overhead facilities along Cicott St
 - ❖ Vibrant Event Center
 - ❖ France Park
 - ❖ Riverbend Apartments

FIVE-YEAR PLAN WORKSHOP

A workshop meeting for Board Members to participate in the Five-Year Plan process was discussed. The Superintendent suggested dates available within the upcoming weeks and advised that a meeting will be scheduled during the week of February 5th or February 19th. Board Members were asked to respond to the forthcoming meeting request.

BOARD MEMBER COMMENTS

Board Members warmly thanked CEO/Superintendent Toth, the leadership team and all employees for their continued dedication to LU and congratulated them for the outstanding progress made over the last year. Mr. Toth thanked the Board for their unwavering support and shared these successes with them, as well as all LU employees.

ADJOURNMENT

Chairman Miller adjourned the meeting at 6:25 p.m.

Approved: _____ Date: _____
 Todd Miller, Chairman
 Utility Service Board