The Utility Service Board met Thursday, June 18, 2026, at 11:30 a.m. at 1111 McClure Road chaired by Patrick Andrews. Other board members present were: Cheryl McAvoy, Barry Turner, Nicholas Browning and Melissa Lin. Also present were: Roger Kelso, Executive Director; Ashley Getz, Associate Director of Engineering; Travis Calhoun, Associate Director of Treatment Operations; Heather Holzem, Associate Director of Finance & Business Operations; Robyn Ingram, Executive Administrative Assistant; Stan Gamso, counsel.

VISITORS

Visitors attending were: Matt McCauley, Strand Associates; Darren Wells, Commonwealth; Bill Porter, TYLin; Mike Richardson, City Assistant Director of Security and Risk for City of Columbus;

REGULAR MINUTES

**Barry Turner made the motion to approve the minutes from the regular meeting on May 21, 2026, as prepared. Cheryl McAvoy seconded the motion and the vote was unanimous.**

EXECUTIVE MINUTES

**Cheryl McAvoy made the motion to approve the minutes from the regular meeting on May 28, 2026, as prepared. Barry Turner seconded the motion and the vote was unanimous.**

Elaine Hilber joined the meeting at 11:32 a.m.

ADJUSTMENTS/ADDITIONS TO THE AGENDA

A new Wage & Classification Schedule was updated from the original in the sent packet.

PENSION UPDATE AND REVISIONS

Stan Gamso reported we have two employees that have applied for retirement benefits. We have a new third part administrator, October 3. They have made some recommendations for changes to the agreement. Stan let them know we would need to have time to review the information, but they should move forward with getting the current employees taken care of.
Patrick Andrews suggested that we keep this on the July USB agenda. We need to have time to review and discuss the new changes recently made for managing pension plans by Congress.

APPROVAL OF RESOLUTION 12-2026 TO AUTHORIZE THE TRANSFER OF FUNDS BETWEEN ACCOUNTS FOR May 2026

Heather Holzem presented a resolution prepared by Stan Gamso to authorize transfers made in May2026 between various accounts. A copy of the transfers was attached. Transfers were made within the bounds of standard routine accounting practices for the purpose of satisfying ongoing obligations. Heather confirmed the transfer information presented was a true and accurate summary of the actual transfers as made by the Columbus Utilities staff and management, and all were within the normal course of Utility business.

**Barry Turner made the motion to approve Resolution 12-2026 authorizing account transfers as presented. Nicholas Browing seconded the motion and the vote was unanimous.**

UPDATED WAGE & CLASSIFICATION SCHEDULE

Roger Kelso reported that minor changes were made to the Wage & Classification Schedule to modify titles. The Business Office Supervisor was changed to Billing Supervisor, and the title was changed to GIS Analyst from GIS Asset Coordinator. No compensation changes or classification changes.

**Nicholas Browning made the motion to approve the updated Wage & Classification Schedule. Cheryl McAvoy seconded the motion and the vote was unanimous.**

MANAGEMENT AND HUMAN RESOURCES CONSULTING SERVICES

Roger presented the Agreement for Services with New Focus HR. Under this agreement, New Focus HR will review and update the Job Description catalog to ensure consistency with the City's format and language, while accounting for positions specific to CCU. and to development and documentation of various policies as they relate specifically to CCU. Once completed these efforts will be sent to City HR for review and feedback.

Cheryl McAvoy suggested that we put a not to exceed amount on the contract and since it is set up as an hourly rate.

**Patrick Andrews made the motion to approve the Agreement for Services with New Focus HR for Management and Human Resources Consulting Services for an amount not to exceed $5,000. Nicholas Browning seconded the motion and the vote was unanimous.**

PROFESSIONAL SERVICES AGREEMENT -ON CALL SERVICES RELATED TO IT AND SCADA

Roger Kelso recommended the Board approve the Agreement for Services, Amendment No.2 with Strand. Under this amendment to the agreement, the compensation cost will be increased by $50,000. This will allow for work efforts related to IT/OT cybersecurity support for security tool integration, cybersecurity software event review, risk assessment, staff training, ongoing mentoring, and assistance with selecting an IT managed service provider. Also, to provide training for CCU personnel regarding CCU's SCADA system.

**Nicholas Browning made the motion to approve Agreement for Services Amendment No.2 increase of $50,000 for On Call Services with Strand Associates for work related to IT services and SCADA training. Melissa Lin seconded the motion and the vote was unanimous.**

RESOLUTION 13-2026, POLICY TO APPOINT A NEW AND/OR INTERIM UTILITY DIRECTOR

This agenda item was tabled until a later date.

CLAIMS

The May water claims were presented by Heather Holzem for approval.

**Barry Turner made the motion to approve the water summary of claims as presented by the Columbus Utilities management as being a true and accurate summary of the actual claims as received, invoiced, and docketed and all supported by either contract or receipts received by the Columbus Utilities staff and management. Nicholas Browning seconded the motion and the vote was unanimous.**

The May wastewater claims were presented by Heather Holzem for approval.

**Nicholas Browning made the motion to approve the wastewater summary of claims as presented by the Columbus Utilities management as being a true and accurate summary of the actual claims as received, invoiced, and docketed and all supported by either contract or receipts received by the Columbus Utilities staff and management. Patrick Andrews seconded the motion and the vote was unanimous.**

The May SRF claims were presented by Ashley Getz for approval.

**Cheryl McAvoy made the motion to approve the SRF summary of claims as presented by the Columbus Utilities management as being a true and accurate summary of the actual claims as received, invoiced, and docketed and all supported by either contract or receipts received by the Columbus Utilities staff and management. Barry Turner seconded the motion and the vote was unanimous.**

The City of Columbus wastewater claims were presented by Heather Holzem for approval.

**Patrick Andrews made the motion to approve the City of Columbus summary of wastewater claims as presented by the Columbus Utilities management as being a true and accurate summary of the actual claims as received, invoiced, and docketed and all supported by either contract or receipts received by the Columbus Utilities staff and management. Cheryl McAvoy seconded the motion and the vote was unanimous.**

The City of Columbus water claims were presented by Heather Holzem for approval.

**Barry Turner made the motion to approve the City of Columbus summary of water claims as presented by the Columbus Utilities management as being a true and accurate summary of the actual claims as received, invoiced, and docketed and all supported by either contract or receipts received by the Columbus Utilities staff and management.**

**Nicholas Browning seconded the motion and the vote was unanimous**

FINANCE REPORT

The written finance report was presented by Heather Holzem. Heather reported that water revenue May 2026 YTD is $4,135k. This is 4.7% favorable to 2026 budget and 21.6% favorable to prior year. May 2026 YTD expenses of $2,203k. This is 4.3% favorable to the 2026 budget and 1.4% favorable to prior year.

Wastewater revenue May 2026 YTD revenue of $8,529k. This is 3.9% unfavorable to 2026 budget and 5.3% favorable to prior year. May 2026 YTD expenses of $3,308k. This is 3.52% favorable to 2026 budget and 12.3% unfavorable to prior year.

Heather Holzem also shared that a lot of training is going on in the Business Office area, including three Tyler Munis trainings.

Internal Audit report was prepared by Charlie Pride. Roger Kelso reported no significant findings.

ENGINEERING REPORT

The written engineering report was presented by Ashley Getz. Ashley provided project and design updates for ongoing water and wastewater capital projects.

Ashley Getz reported that the easement issues with the county on our raw watermain project have been resolved. Ashley also highlighted that we would have a booth at the Framer's Market on June 27th.

Ashley Getz explained about the watermain that was hit on 2nd Street recently. There is a difference between a watermain break and a hit. It was a hit. CCU gives a lot of thought about what is put out on social media. A lot of information was put out about this event, but it was incorrect. We are going to work on how information is dispersed out on social media and more public education.

The update on the solar project and our hold up with Duke was given by Roger Kelso. He said that we will have to file a formal complaint with the Indiana Regulatory Commission. The hold-up is costing us money at this point at about $1 million a year. The hold up on the process is with Duke changing the standard of connection in North Carolina. The people within Duke for the approval are no longer there.

Ashley Getz shared that AWWA does a state of the water survey every year. We have received our 2026 results. Those results will be sent out to everyone soon.

The last item reported on was State Legislation HB1348 that has some requirements for grease traps. Many of these requirements are for utilities that have restaurants. This will require more review and sign off on grease traps. This also will include sampling, fog control and maintenance. There is very little guidance on these new requirements, and we are working with Barnes & Thornburg for guidance. If the requirements stay, it will increase the workload and will require more people.

TREATMENT OPERATIONS REPORT

The written treatment operations report was presented by Travis Calhoun. Travis reported no permit violations in 2026.

Travis Calhoun gave updates on the maintenance and bio-solids hauling. He also shared that tower 6 was inspected by USG. It did not have any issues, which is not always the case with a new unit. He gave credit to the Engineering department with the great work they did on the new tank.

Ninth Ave was up $1.7k suspended solids and BOD from last month. Rumpke Landfill-Medora was down $10.5k for the month. Overall income from industrial came in down $9k for the month.

DIRECTOR'S REPORT

The written director's report was presented by Roger Kelso. He reviewed the cybersecurity, as briefly spoke about earlier. We continue to do the Homeland security testing on our vulnerabilities. We do not show any in the testing.

Roger Kelso highlighted some of the senior staff. The book club is continuing, and this is a training program for our leadership. Ashley Getz has been accepted into an elite master's program with Xavier. Only 15 are admitted each year. Heather Holzem is moving forward with her CPA testing. Her first test will be about a month from now. Heather Holzem and Travis Calhoun are going to go through the CPM at Ball State. This program is for municipal management. Charlie Pride is our part time auditor. We are very fortunate to have someone with as much specialized training as he has. We have excellent staff here at CCU that have a high level of expertise.

Roger Kelso provided a handout on the brief history of Columbus City Utilities. He found this as he is working on several things and one being the bylaws of the board.

ADJOURNMENT

**Barry Turner made the motion to adjourn the meeting. Nicholas Browning seconded the motion and the vote was unanimous. The meeting adjourned at 12:35 pm.**

JULY MEETING

The next regular meeting will be Thursday, July 16, 2026, at 11:30 a.m.

Patrick Andrews, Chairman
UTILITY SERVICE BOARD

Cheryl McAvoy, Secretary
UTILITY SERVICE BOARD