

UTILITIES SERVICE BOARD MEETING

September 28, 2010

Utilities Service Board meetings are recorded electronically or stenographically and are available during regular business hours in the office of the Director of Utilities.

Board President Swafford called the regular meeting of the Utilities Service Board to order at 5:00 p.m. The meeting was held in the Utilities Service Board room at the City of Bloomington Utilities Department Administrative Building in Bloomington, Indiana.

Board members present: Tom Swafford, Julie Roberts, Jason Banach, Sam Frank, Pedro Roman and ex-officio member Tom Micuda. Staff members present: Patrick Murphy, John Langley, Jon Callahan, Mike Bengtson, Michael Horstman, Jane Fleig, Phil Peden, Vick Renfrow, and Mike Hicks. Others present: Rob Gross, Cindy Ford, Bob Henrickson and Joe Sims representing American Structure Point.

MINUTES

Board member Roberts moved and Board member Roman seconded the motion to approve the minutes of the September 14th meeting. Motion carried, 5 ayes, 2 members absent, (Ehman and Whikehart).

CLAIMS

Board member Roberts moved and Board member Roman seconded the motion to approve the claims as follows:

Claims 1091055 through 1091105 including \$172,123.15 from the Water Operations & Maintenance fund for a total of \$172,123 from the Water Utility; Claims 1030643 through 1030678 including \$63,243.93 from the Wastewater Operation & Maintenance fund for a total of \$63,243.93 from the Wastewater Utility; and claims 1070048 through 1070049 for a total of \$2,905.54 from the Wastewater/Storm water Utility. Total claims approved – \$238,272.62.

Motion carried, 5 ayes, 2 members absent, (Ehman and Whikehart).

APPROVAL OF THE ADS CONTRACT FOR FLOW MONITORING:

Assistant Director of Engineering Bengtson said this is a renewal of a contract for consulting services with ADS Environmental Services. In 1997 Utilities entered into an agreement with ADS, Greeley and Hansen and GRW to form the Wet Weather team to deal with sanitary sewer overflows. Up until the last contract renewal there had been five permanent flow meters. With the last contract the equipment was updated and three additional portable flow meters were bought. There are permanent telephone lines for the permanent meters that allow for electronic gathering of the data. The three portable meters use the cell phone system so they may easily be moved around. Rain gauges were also added at that time in addition to monitoring two flow meters that had been installed at the Smith Avenue lift station and the wet weather lift station on Grimes Lane. The permanent flow meters are established in the interceptor sewers which are the lowest ones that all others drain into. There is also one at the Dillman Road WWTP that is monitored by the plant staff. The Smith Avenue lift station allows volume to be diverted to Blucher Poole WWTP from Dillman in times of severe wet weather. The portable meters are being used to monitor the affects of the sewer lining that has been done. ADS used to report the data they had collected in the form of binders and CD's. They now have a website that allows CBU staff and the other consultants to view the data directly.

Mr. Bengtson showed some pictures that demonstrate how the flow meters and other equipment work.

Mr. Bengtson said the data that has been continuously collected since 1997 gives the Engineers needed information and helps show what the Wet Weather Program has accomplished. He then introduced Rob Gross from ADS to talk about the financial aspects of the contract.

Mr. Gross explained that ADS is the oldest flow monitoring firm in the country. They have been in business since 1980 and are based out of Huntsville Alabama. There are regional offices across the country including Indianapolis.

The scope of the contract consists of the three items ADS provides; comprehensive maintenance services for the flow monitors, remotely collecting the data using phone lines and doing diagnostics on the equipment to see if maintenance or repairs are needed, and analyzing the data and providing monthly reports via the website.

This is a three year contract. In the process of pricing it they considered the reliability of the equipment, the recent upgrades in equipment and the procedures used to analyze the data received. In considering the unit costs they were able to provide an 11% decrease in price across the board for the three year contract.

Board member Banach asked if the contract price of \$282,900 over three years was a not to exceed amount, if the unit costs were fixed, or if it is an estimated amount. Mr. Gross said the unit costs are fixed and based on the quantity of equipment that is in the field at this time. Utilities Director Murphy said that under Article 4, titled Compensation, it says the total compensation paid including fees and expenses shall not exceed the amount of \$282,900. Mr. Bengtson said if Utilities staff decided to move meters more often than mentioned in the contract that one item might go up. Mr. Gross said that item is a contingency but the total contract is not to exceed without further authorization.

Mr. Banach asked if consultations with the USB are included in the not to exceed price. Mr. Gross said they are. Mr. Banach went on to say this had been an issue with some other contracts and he just wanted to make sure that everyone is in agreement that ADS will not perform any work beyond this without the approval of the USB. Mr. Gross also agreed to that.

Board member Roberts moved and board member Roman seconded the motion to approve the ADS contract for flow monitoring. Motion carried, 5 ayes, 2 members absent, (Ehman and Whikehart).

OLD BUSINESS:

No old business was presented.

NEW BUSINESS:

No new business was presented.

SUBCOMMITTEE REPORTS:

Board President Swafford reported there had been a meeting of the Administrative Subcommittee at 4:30 just before this meeting. Several months ago the USB received a request from the Heritage Woods Neighborhood Association for a sewer extension. They had sent their version of a

Memorandum of Understanding which the USB did not agree to. Mr. Swafford asked that a standard version of the Memorandum of Understanding be drafted that would cover all of Utilities Rules & Regulations. Initially the Association had only asked for \$10,000 from the Utility with everything else being covered by the homeowner's association. They had also requested the removal of one rule that requires everyone to hook on even though the USB had made it clear that rule had never been enforced. The meeting today was requested by the Association in another attempt to get that rule removed from the memorandum. The Subcommittee voted against recommendation of that.

The Administrative Subcommittee recommended with a 3/0 vote to not allow the rule requiring hook-on to be removed from the Memorandum of Understanding for the Heritage Woods Neighborhood Association. Board member Frank seconded the motion. Motion carried, 5 ayes, 2 members absent, (Ehman and Whikehart).

Board President Swafford asked the USB if they wanted to approve the standard Memorandum of Understanding in which Utilities commits to \$10,710.15, even though it appears the Neighborhood Association will not proceed as long as the hook on rule is in place. Mr. Swafford said his reason for bringing this up is if the USB goes ahead and approves it at this point, and the Association changes their minds, it will just be an administrative task to proceed with the extension.

Utilities Director Murphy told the USB he has not officially extended permission for them to hook-on to CBU's sewer system. Mr. Swafford said if the MOU has been approved Mr. Murphy could give permission without it coming back to the USB.

Board member Roman said he would like there to be a time limit for this to be valid in case prices change. Mr. Swafford said Utility's portion of \$10,000 wouldn't be paid until the Association had all their money in place. It would be the last piece of money to be paid. Mr. Banach said he doesn't think prices are likely to go down so if anything the USB has hedged their commitment. Mr. Swafford agreed.

Board member Banach moved and board member Roberts seconded the motion to approve the Memorandum of Understanding that outlines all the Rules and Regulations and a commitment by the Utility of \$10,710.15. Motion carried, 5 ayes, 2 members absent, (Ehman and Whikehart).

STAFF REPORTS:

Utilities Engineer Peden said the Crew from American Structure Point was in attendance to give a presentation on the design and evaluation they prepared for the lift stations. He gave a brief overview of the project. The crew started by looking at all parts of the lift stations; the pumps, the wet wells, the valves, the electrical control panels and any other part that contributes to the function of the wet well. They also looked at the emergency operations to see how at each station, if the power were out, the pumps would be operated. An analysis of the serviceable area around the lift station was done. If the drainage basin for a lift station is partially undeveloped they considered whether the lift station could handle the flow if the basin were completely developed.

Once American Structure Point's team finished their evaluations they presented a very large report. Every lift station is in the report with its own section. Mr. Peden said one of the things in the report he finds most useful is their recommendations on what can be done to improve the lift stations and how much the estimated cost would be. He has already referenced the report several times. If new development is happening he can see how it would affect the lift station and where new lift stations might be needed.

Some of the other things that are in the report include all the data, the wet well schematics, the valve schematics, photos, and a data file that can be imported into Utilities GIS system so if a particular lift station is clicked on all the data for it will pop up. They also provided a large file that was uploaded to the knowledge base system.

Mr. Peden introduced Cindy Ford who, along with the rest of the team, gave a power point presentation about the project.

Board President Swafford asked how Utilities staff is notified if a lift station goes down. Assistant Director of Engineering Bengtson said there are alarms at the lift stations that notify Omni, a service Utilities has a contract with. Omni notifies the CBU operator who notifies the lift station mechanics who evaluate the situation to see if it's a power failure or the pump isn't working or what ever might be the problem.

Mr. Swafford asked how many of the 43 lift stations have back up generators. Mr. Bengtson said about eight to ten of the stations have them. Some stations are so small and pump so little they can be managed with the vacor trucks or septic haulers until repairs are complete. Mr. Swafford said he assumes the generators are at the bigger lift stations where back up power might be needed. Mr. Bengtson agreed.

Ex-officio board member Micuda said he was looking at the capital budget for volumes one and two of the report. He noticed there was an aggregate sum that came to \$4.6 million. He asked if there is an aggregate capital improvement total for the whole lift station analysis and if so what is a rough estimate of the total. Ms. Ford said the \$4.6 million is the total. Mr. Micuda then asked how much of that would be considered to be top priority. Mr. Bengtson said with the data they now have they are in a position to start budgeting priorities. He hopes that once the rate increase comes through they can start putting these recommendations into the budget.

PETITIONS AND COMMUNICATIONS:

There were no petitions or communications.

ADJOURNMENT:

The meeting was adjourned at 5:54 p.m.

L. Thomas Swafford, President