

## UTILITIES SERVICE BOARD MEETING

December 2nd, 2013

***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 Administrative Building in Bloomington, Indiana.

Board members present: Tom Swafford, Julie Roberts, Pedro Roman, Sam Frank, Jason Banach, and Tim Mayer, Ex-Officio. Staff members present: Patrick Murphy, John Langley, Mike Bengtson, Michael Horstman, Tom Axsom, Jon Callahan, Tamara Roberts, Phil Peden, and Mike Hicks.

### MINUTES

***Board Member Roberts moved and Board Member Roman seconded the motion to approve the minutes of the November 18th meeting. Motion carried, 5 ayes, 1 member absent (Ehman).***

One correction noted by USB Liaison, Efrat Feferman, where on P2, 2<sup>nd</sup> paragraph, 6<sup>th</sup> line, it reads, "...completed by Donohue & Associates..."; it is corrected to read "...started by Donohue & Associates...".

### CLAIMS

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

***Vendor invoices submitted to the Controller's Office on December 2nd included \$92,875.27 from the Water Utility; \$177,195.99 from the Wastewater Utility; and \$8,526.71 from the Stormwater Utility. Total Claims approved, \$278,597.97.***

***Motion carried, 5 ayes, 1 member absent (Ehman).***

Vice President Roberts requested clarification on a claim to GE Intelligent Platforms for Global Care Complete. Capital Projects Manager Hicks explained that this is the help package for the SCADA software, and includes access to upgrades and assistance. This is an annual payment.

***Wire transfers and fees for the month of October 2013:***

***Board Member Roberts moved and Board Member Roman seconded the motion to approve the wire transfers and fees for the month of October in the amount of \$1,869,499.13.***

***Motion carried, 5 ayes, 1 member absent (Ehman).***

**REQUEST FOR APPROVAL OF EXTENSION OF CONSULTING SERVICES AGREEMENT BETWEEN THE CITY OF BLOOMINGTON UTILITIES AND LEE BALLIET**

Deputy Director Langley introduced this item, for consulting services with the Labor Management Committee, for the thirteenth consecutive year. Dr. Balliet's role is to provide an independent viewpoint of processes of the LMC, and the project continues to enjoy great success as far as productivity and positive labor relations due to his role in the process. Mr. Langley is requesting that the contract be extended for another year.

President Swafford remarked that this program does continue to work well and he is supportive of it.

***Board Member Roberts moved and Board Member Roman seconded the motion to approve an Extension of Consulting Services Agreement between the City of Bloomington Utilities and Lee Balliet.***

***Motion carried, 5 ayes, 1 member absent (Ehman).***

**REQUEST FOR APPROVAL OF COMPLIANCE SCHEDULE FOR ORGANIZED LIVING, INC.**

Pretreatment Coordinator Roberts requested approval for this metal finisher, which produces closet organization systems. They are required to test for local limits twice per year, in June and December. June was the first time they sampled for these contaminants. There were two exceeding levels for phosphorus and molybdenum, so they were required to sample again within 30 days. The resample results were within limits, with Ms. Roberts sampling herself to confirm.

Each quarter, CBU is required to complete an evaluation of significant noncompliance issues (SNC), assessing against certain criteria. Anyone meeting these criteria requires an enforcement response. In this case, the enforcement response is the compliance schedule. Organized Living will conduct sampling, and if levels test normal, they will be out of the category of significant noncompliance. There was concern about the high level reading, as the manhole they were sampling from was a newly located one, and they were unsure about the depth of the sample. It is possible the sample was unintentionally biased.

Board Member Roman asked Ms. Roberts if she was satisfied with the compliance schedule presented. Ms. Roberts affirmed, and relayed that other options had been discussed. Since only one sample had exceeding levels, it is too soon to determine whether there is truly cause for concern. If this recurs, CBU will work to determine where the source of contamination is coming from.

President Swafford inquired as to what would happen if Organized Living is out of compliance again. Ms. Roberts referenced the enforcement response plan, where other options are laid out such as administrative orders, fines and penalties, more stringent compliance schedule, etc. She will return to the board with an update.

***Board Member Roberts moved and Board Member Roman seconded the motion to approve the Compliance Schedule for Organized Living.***

***Motion carried, 5 ayes, 1 member absent (Ehman).***

**REQUEST FOR APPROVAL OF THE FINAL CHANGE ORDER FOR THE LAKE GRIFFY DAM IMPROVEMENTS**

Engineer Peden presented this request for the final change order for this project. The change order is a decrease of \$10,752.00 from the prior change order's value (also a decrease). The contractor has reached substantial completion and CBU has been very pleased with their work and cooperation. It is unfortunate that there was a delay in the schedule, but weather and unforeseen complications when working on a lake bottom cannot always be accounted for in this type of project. The finished product looks really great. Road repairs have been made, and the street was opened on Wednesday.

***Board Member Roberts moved and Board Member Roman seconded the motion to approve the Final Change Order for the Lake Griffy Dam Improvements.***

***Motion carried, 5 ayes, 1 member absent (Ehman).***

**REQUEST FOR APPROVAL OF PAYMENT CERTIFICATE NO. 8 FOR THE LAKE GRIFFY DAM IMPROVEMENTS PROJECT**

Engineer Peden requested approval of the final pay application to Dave O'Mara Contractor, for \$202,054.50. This brings the total completed and stored to date to \$1,375,707.40.

***Board Member Roberts moved and Board Member Roman seconded the motion to approve Payment Certificate No. 8 for the Lake Griffy Dam Improvements.***

***Motion carried, 5 ayes, 1 member absent (Ehman).***

**OLD BUSINESS:**

N/A

**NEW BUSINESS:**

N/A

**SUBCOMMITTEE REPORTS:**

N/A

**STAFF REPORTS:**

Assistant Director of Finance Horstman requested that the Finance Subcommittee be prepared for the annual review of inactive accounts, which can be written off if under \$40 and 90 days overdue. This meeting will be scheduled prior to the next full Board meeting.

Director Murphy relayed that soon the Board will need to undergo a review of officers, typically done first through the Administrative Subcommittee. The Board will take that up in an upcoming meeting.

Utilities Service Board Meeting,  
December 2, 2013

**PETITIONS AND COMMUNICATIONS:**

N/A

**ADJOURNMENT:**

The meeting was adjourned at 5:16 p.m.

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**L. Thomas Swafford, President**