

# UTILITIES SERVICE BOARD MEETING

September 8th, 2014

***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 Vice President Roberts 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: Julie Roberts, Jim Sims, Sam Frank, Jeff Ehman, Jason Banach, Tim Mayer, Ex-Officio, and Tom Micuda, Ex-Officio. Staff members present: Patrick Murphy, Michael Horstman, Tom Axsom, Mike Bengtson, Jon Callahan, Rachel Atz, Joe Collins, and Nolan Hendon.

## MINUTES

***Board Member Ehman moved and Board Member Sims seconded the motion to approve the minutes of the August 25th meeting. Motion carried, 5 ayes, 2 members absent, (Swafford, Roman).***

## CLAIMS

***Board Member Ehman moved and Board Member Sims seconded the motion to approve the claims as follows:***

***Vendor invoices submitted to the Controller's Office on September 12th included \$247,470.68 from the Water Utility; \$262,125.30 from the Wastewater Utility; and \$28,795.37 from the Stormwater Utility. Total Claims approved, \$538,391.35.***

***Motion carried, 5 ayes, 2 members absent, (Swafford, Roman).***

Board Member Ehman inquired as to the schedule of the 2014 Interdepartmental Agreement. Director Murphy replied that the agreement is not in place at this point. With a new controller in place, work can now resume towards securing an agreement. Mr. Murphy does not anticipate many changes from the current one.

Mr. Ehman noticed two claims to One Beacon insurance Group - one to "Claimant James & Evelyn LaFollette" and one to "Claimant Bill & Dorothy Wilson", each for \$5,000. There is no additional description listed. Assistant Director of T&D Tom Axsom explained that when crews were doing sanitary sewer work in front of the house of the LaFollettes, there were two laterals. CBU connected one, but should have connected both. This resulted in a back-up. The second claim was for a water main break which caused damage to the home. These amounts represent deductibles.

Board Member Sims asked about the process of allocating costs to each fund. Mr. Murphy spoke specifically to some examples in which work was being done in the water plant. In such a case, the charge would be entirely from the water fund. Items used in the lab at Dillman Road are charged entirely to wastewater. Most department-wide costs are allocated 40/60 water/wastewater, which reflects the revenue ratio from the two funds.

***Wire transfers and fees for the month of August 2014:***

***Board Member Ehman moved and Board Member Sims seconded the motion to approve the wire transfers and fees for the month of August in the amount of \$323,689.43.***

***Motion carried, 5 ayes, 2 members absent, (Swafford, Roman).***

**REQUEST FOR APPROVAL OF AGREEMENT FOR CONSULTING SERVICES WITH M.E. SIMPSON CO., INC.:**

Assistant Director of Engineering Bengtson presented this request for hydrant testing services. Mr. Bengtson referenced the attached information and highlighted the importance of this contract in hydrant maintenance. A neighboring town (Mitchell) recently lost several houses due to hydrants not having been tested in several years.

CBU solicited some bids and ME Simpson is the most economical course to move forward with. These tests involve not only maintenance tests on the valves and other components, but also allows for data collection on the condition of our distribution system. Pressure readings before and after the tests are collected, creating a system curve. These are given out to professionals who design fire suppression systems in buildings, as well as engineers designing additions to our distribution system. Additionally, historical records are created via these tests for comparison and analysis. We can derive smoothness coefficients for the pipes to identify whether degradation is occurring.

Board Member Banach clarified the scope of the work. In the contract, there are sections for construction and ownership of documents and intellectual property. He wondered whether the contractor will be preparing estimates for construction as part of this project. Mr. Bengtson explained that the intellectual property section applies to the data collection turned over to us. The section on cost estimates of construction is not applicable to this project, but is standard in CBU contracts reviewed by the Legal Department.

Mr. Bengtson did add that one added aspect to this contract which was not previously included deals with water quality. We have recently noticed an escalation in our disinfectant byproduct levels in our water, and we suspect these come about as a result of our treatment system. We're curious as to how much of a role the distribution system piping plays into these levels and have added the gathering of samples to this contract. 500-700 samples will be pulled at the direction of the Water Quality Coordinator, before and after hydrant testing.

Board Member Ehman appreciated the letter attached to the item. He noted this subject of disinfectant byproducts was mentioned in there (DBP's), with the note that staff wondered if the lack of testing last year led to the increased levels. Mr. Bengtson explained the theory that when hydrants are tested, the flow is increased to a level significant enough to clear any sediment that has settled in them. We're curious as to the influence of those aspects on our distribution system, and this project will inform us.

Mr. Banach asked what a hose monster is, which is referenced in the letter. Mr. Bengtson explained that is an apparatus that is hooked on to the port on the hydrant, so it can be directed into the gutter. There is a sensor in there that can sense the pressure to the velocity and figure out the flow. It directs the flow into a T shape in the gutter so that the flow does not damage turf or anything else.

Mr. Bengtson introduced Jeff Morris, of M.E. Simpson, who would be happy to answer any further questions.

***Board Member Ehman moved and Board Member Sims seconded the motion to approve the agreement for consulting services with M.E. Simpson.***

***Motion carried, 5 ayes, 2 members absent, (Swafford, Roman).***

**OLD BUSINESS:**

N/A

**NEW BUSINESS:**

N/A

**SUBCOMMITTEE REPORTS:**

N/A

**STAFF REPORTS:**

Director Murphy informed that a food establishment has petitioned the board for relief from the grease interceptor requirement. He would like to call a meeting of the administrative subcommittee later this month to review.

Mr. Murphy also informed that CBU is working in partnership with the City of Bloomington Planning and Transportation Department, as well as Housing and Neighborhood Development on a Memorandum of Understanding (MOU). They are working on a road project on Rockport Road, which is utilizing Community Development Block Grant funds for improvements. CBU is interested in also partnering on the improvements and contributing engineering and inspection services, not to exceed \$75,000. The MOU is crafted such that the board would be the one approving payments. The contract for construction will be awarded, but approval for the engineering services would come from both the Board of Public Works and the Utilities Service Board. We have worked in partnerships with our colleagues in the past and this is another opportunity to bring benefit to our system and our community.

**PETITIONS AND COMMUNICATIONS:**

N/A

**ADJOURNMENT:**

The meeting was adjourned at 5:19 pm.

---

**Julie Roberts, Vice President**