

## UTILITIES SERVICE BOARD MEETING

December 1st, 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 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, Jim Sims, Sam Frank, Jeff Ehman, Jason Banach, and Tim Mayer, Ex-Officio. Staff members present: Patrick Murphy, John Langley, Efrat Feferman, Tom Axsom, Mike Bengtson, Jon Callahan, Greg Small, Jackie Moore, Jane Fleig, Rachel Atz, Joe Collins, Rebekah Fiedler, Phil Peden, Nolan Hendon, and Michelle Waldon.

### MINUTES

*Board Member Banach moved and Board Member Sims seconded the motion to approve the minutes of the November 17th meeting. Motion carried, 5 ayes, 2 member absent, (Roberts, Roman).*

### CLAIMS

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

*Vendor invoices submitted to the Controller's Office on December 12th include \$139,342.91 from the Water Utility; \$181,333.37 from the Wastewater Utility; and \$357,851.10 from the Stormwater Utility. Total Claims approved, \$357,851.10.*

*Motion carried, 5 ayes, 2 member absent (Roberts, Roman).*

*Board Member Ehman moved and Board Member Frank seconded the motion to approve the utility bill payments as follows:*

*Utility bills that were submitted to the Controller's Office on November 24th included \$5,421.96 from the Water Utility and \$9,841.43 from the Wastewater Utility. Total Claims approved, \$15,263.39.*

*Motion carried, 5 ayes, 2 member absent (Roberts, Roman).*

*Board Member Ehman moved and Board Member Frank seconded the motion to approve the customer refunds as follows:*

*Customer refunds submitted to the Controller's Office on December 5th include \$3.33 from the Water Utility and \$1,411.64 from the Wastewater Utility. Total Claims approved, \$1,414.97.*

*Motion carried, 5 ayes, 2 member absent (Roberts, Roman).*

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

***Board Member Ehman moved and Board Member Frank seconded the motion to approve the wire transfers and fees for the month of December in the amount of \$304,454.37.***

***Motion carried, 5 ayes, 2 member absent (Roberts, Roman).***

**REQUEST FOR APPROVAL OF AGREEMENT FOR CONSULTING SERVICES WITH CWA CONSULTING SERVICES, LLC.:**

Pretreatment Coordinator Roberts presented this request for a reevaluation of our local limits, as required every five years along with newly issued NPDES permits. Staff will conduct sampling, and the consultant will assist in performing an analysis of everything that comes into the plants, treatment efficiencies, industrial contributions, and set limits. This data will be compared to current limits and a recommendation will be made based on this work.

Staff received three quotes, and this was the lower. Staff is comfortable with this consultant and has some experience with them on a training basis.

Board Member Ehman asked if this work is outside of the scope of staff's capabilities. Ms. Roberts replied that it is an intensive process with a six month window for completion. It is more than CBU can accomplish internally.

***Board Member Ehman moved and Board Member Frank seconded the motion to approve the Agreement for Consulting Services with CWA Consulting Services, LLC.***

***Motion carried, 5 ayes, 2 member absent (Roberts, Roman).***

**REQUEST FOR APPROVAL OF AGREEMENT FOR CONSULTING SERVICES WITH AMERICAN STRUCTUREPOINT, INC.:**

Engineer Fleig presented this request for the first phase of the Fullerton Pike Corridor Reconstruction project's first phase. It is a Monroe County Project, and actually runs on Gordon Pike/Rhorer Road west of Walnut Street to East of Walnut Street Pike. It is titled the Fullerton Pike Corridor because it will span from SR37 to Sare Road. We have utility infrastructure in this location between 475 feet west of Walnut St to 225 feet east of Walnut Street Pike, including a 12" water main on Rhorer Rd and a 36" transmission main under Walnut Street Pike, and some sanitary sewer. These are in jeopardy with the construction process, which includes a 7' cut proposed on Rhorer Rd near the intersection, so our water line needs relocated. The transmission main will have a 2' cut above it and so there are concerns about it.

CBU asked for a proposal from American Structurepoint for redesign work. This firm is doing the design for the county and can therefore coordinate plans into one bid document. The amount proposed is a total not to exceed \$115,000. Of that, \$99,600 is for the water main work, and \$12,300 for sanitary sewer extension, and their big pay services of \$3,100. Invoices would come to Ms. Fleig and CBU staff.

Board Member Ehman request further information on the broader, longterm plan. Ms. Fleig explained that this project is a portion of the county's longterm plan for the corridor. There is a public meeting next week to discuss this proposed \$27 million project. Mr. Ehman asked if these infrastructure

improvements would be in our plans were the larger project not to move forward. Ms. Fleig replied affirmatively that the county is intending on moving forward, and our long term plan, as part of the Southeast Water System Improvements project, has that water main being upgraded to a 24". The county is currently on a bid letting with INDOT for July 2016, but are interested in moving it up to the spring. It is moving forward and therefore it is necessary that we proceed with design work for our portion.

***Board Member Banach moved and Board Member Sims seconded the motion to approve the Agreement for Consulting Services with American Structurepoint, Inc.***

***Motion carried, 5 ayes, 2 member absent (Roberts, Roman).***

#### **REQUEST FOR AGREEMENT FOR CONSULTING SERVICES WITH ENVERITY ENGINEERING:**

Conservation and Energy Resource Manager Hendon presented this request. It involves two separate, but overlapping projects to be carried out at the CBU service building. The first is a LEED feasibility analysis, and the second is a retrocommissioning of the building.

In 2009, the City of Bloomington established a Green Building Program Ordinance, requiring all city buildings to undergo a LEED (Leadership in Energy and Environmental Design) feasibility analysis. If that analysis shows that the building can achieve LEED for Existing Buildings Operations and Maintenance silver certification with a 10 year payback on the investment, then the building must pursue this certification. The city has completed one building per year, with City Hall certified in 2012. Last year, Twin Lakes Recreation Center underwent the analysis and found it was cost-prohibitive. 2014 is CBU's turn. Mr. Hendon believes that based on preliminary conversations with firms, it should be likely that we can achieve the certification.

The second part of the project is a retrocommissioning of the building. A building commissioning is often completed when the building is first built, and the commissioning agent assures the building was built according to the specifications on the architects, engineers, and owners. The term retrocommissioning applies to buildings which did not go through the process upon completion. Enverity Engineering would be that commissioning agent and would conduct performance testing on electrical, plumbing, and all subsystems of our building, assuring their performance and identifying design deficiencies.

Pursuing both of these objectives together is desirable as the retrocommissioning is a prerequisite towards the LEED silver certification and would earn us points towards it. The retrocommissioning will likely result in immediate cost savings and increased occupancy comfort levels as systems are fine-tuned.

Staff gathered three proposals and chose Enverity based on cost and comfort level in the process.

Board Member Banach clarified that CBU is required to undergo the LEED feasibility analysis. Mr. Hendon affirmed. The retrocommissioning is not required, but feels it will be worthwhile. We know the building underperforms compared to other buildings, based on BTU's per square foot. Mr. Banach expressed skepticism that one possible outcome will be recommendations of further capital investments. Mr. Hendon agreed, and reminded that we are only required to pursue those changes leading to a LEED silver certification of the return on investment is achieved within ten years.

Board Member Ehman asked how often buildings are commissioned properly upon completion of construction. President Swafford speculated that this is a standard practice for large buildings, as is

ongoing commissioning. Mr. Swafford added that it is possible CBU will see more benefit from the retrocommissioning than from the LEED process.

***Board Member Banach moved and Board Member Sims seconded the motion to approve the Agreement for Consulting Services with Enverity Engineering.***

***Motion carried, 5 ayes, 2 member absent (Roberts, Roman).***

**OLD BUSINESS:**

N/A

**NEW BUSINESS:**

N/A

**SUBCOMMITTEE REPORTS:**

Property and Planning Subcommittee Chair Banach reported on a meeting which took place prior to this full board meeting, to consider a petition for consent to encroach. Staff recommended approval, and subcommittee then recommends approval contingent on owner performing some tasks on the property prior to signing the consent.

**STAFF REPORTS:**

Director Murphy reminded that schedules of upcoming meetings, as well as 2015 officer selection process will need to be discussed soon. There will be a new member for 2015, as Board Member Roman will be submitting his resignation.

Mr. Murphy also introduced Assistant Attorney Greg Small, who has been assisting in closing out the project with F.A. Wilhelm. Mr. Murphy and Mr. Small met with the contractor on November 18th to discuss some issues and the need for additional compensation to us, necessitated by the need for additional engineering services by Black and Veatch. There were twelve items which were settled, and it was a fruitful discussion. Mr. Murphy feels the resulting agreement is advantageous to us and to our customers as a whole. He would like to bring a change order forward at the next meeting to highlight that issue. The change order will be a deduct.

President Swafford spoke, as he was included in many of the meetings throughout the previous months. He commended Mr. Small, Mr. Murphy, and the other staff who worked hard to resolve the matter and close the project.

Mr. Murphy introduced the new Assistant Director of Finance, Efrat Feferman, and welcomes her to her new role.

Deputy Director Langley introduced a new staff member, Rebekah Fiedler, who is the Backflow and Cross-Connection Program Manager, a new position funded in this year's budget by the board. The program is meant to examine the system, and begin by inspecting the larger users who present a potential to cross-connect dirty water with our clean water system. She has begun doing inspections. The beginning approach is to identify any existing issues, and then meet with the engineering and management representatives to work through. State statutes guide the requirements for protecting our water system. Ms. Fiedler has been organizing the existing records and reviewing, and has begun

inspections, which are going well so far. She comes to us with a MS in Mechanical Engineering from the University of Texas, and a BS in Mechanical Engineering from Oklahoma State University. She has been a budget analyst for a large demand-side energy management program, has worked in energy marketing, and has been the owner of a family farm operation.

Board Member Mayer highlighted the recent newspaper article which featured a recent main break, and a photo of one of our employees waist-deep in cold water. The board all commended the crews on the hard work which they perform in adverse conditions.

**PETITIONS AND COMMUNICATIONS:**

N/A

**ADJOURNMENT:**

The meeting was adjourned at 5:39 p.m.

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**L. Thomas Swafford, President**