

UTILITIES SERVICE BOARD MEETING

December 15, 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, Jeff Ehman, Sam Frank, Jim Sims, Tim Mayer, Ex-Officio; Julie Roberts, Jason Banach. Staff members present: Patrick Murphy, Efrat Feferman, Jon Callahan, Mike Bengtson, Missy Waldon, Nolan Hendon, Phil Peden, Tamara Roberts, Mike Hicks, Greg Nettleton, John Langley.

Others: Adam Westermann, Donnie Ginn.

MINUTES

Board Member Roberts moved and Board Member Ehman seconded the motion to approve the minutes of the December 1st meeting. Motion carried, 6 ayes, 1 member absent (Roman).

CLAIMS

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

Vendor invoices submitted to the Controller's Office on December 19th included \$165,420.02 from the Water Utility; \$190,460.27 from the Wastewater Utility; and \$2,487.88 from the Stormwater Utility. Total Claims approved, \$358,368.17.

Motion carried, 6 ayes, 1 member absent (Roman).

Board Member Ehman asked about the two claims that were for neighborhood associations: Bryan Park Neighborhood Association (\$100.00) and the St. James Woods Neighborhood Association (\$100.00). Director Murphy addressed these items and stated that typically a neighborhood association will rent a meter for a purpose; could be for irrigation for lawn watering or construction companies, but being "good neighbors" they decided to come to us and get a meter and pay for their usage. In the neighborhood they could have been doing some joint project; he didn't know the specific reason for these charges, but will find out and report to the Board.

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

Utility bill invoices submitted to the Controller's Office on 12/09/14 included \$100,134.78 from the Water Utility; \$90,238.36 from the Wastewater Utility; and \$0.00 from the Stormwater Utility. Total Claims approved, \$190,373.14.

Motion carried, 6 ayes, 1 member absent (Roman).

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

Customer refunds that will be submitted to the Controller's Office on December 19th include \$106.93 from the Water Utility; \$354.99 from the Wastewater Utility; and \$0.00 from the Stormwater Utility. Total Claims approved, \$461.92.

Motion carried, 6 ayes, 1 member absent (Roman).

Wire transfers and fees for the month of November: \$393,726.64

Board Member Roberts moved and Board Member Ehman seconded the motion to approve the wire transfers and fees for the month of November, 2014 in the amount of \$393,726.64.

Motion carried, 6 ayes, 1 member absent (Roman).

REQUEST FOR APPROVAL OF REVISION TO THE INDUSTRIAL PRETREATMENT PERMIT OF CIRCLE-PROSCO INC.:

Tamara Roberts, Pretreatment Coordinator, reported on the industrial pretreatment permit of Circle-Proscos and noted there were not many changes. There were two small changes that came about during an audit from the State. The first is including an address on the title page, and the second is on Page 2 where we are increasing sampling for VOCs to twice annually, and that is just a minimum for any requirement for sampling. Ms. Roberts had already contacted Circle-Proscos for the month of December so they should be on track and in compliance.

Board Member Roberts moved and Board Member Ehman seconded the motion to approve the Revision to the Industrial Pretreatment Permit of Circle-Proscos, Inc.

Motion carried, 6 ayes, 1 member absent (Roman).

REQUEST FOR APPROVAL OF CHANGE ORDER NO. 1 FOR THE MONROE WATER TREATMENT PLANT EXPANSION PROJECT:

Mike Hicks, Capital Projects Manager, reported that the project is complete. Mr. Hicks presented change order No. 1 to close out the project with the contractor and everyone involved. The change order has 12 items, all of which are deducts to the contract with the contractor F.A. Wilhelm. These twelve items total a deduct to the contract price of \$595,550.17. Mr. Hicks explained that a component of several of these include additional services provided by our engineers, Black & Veatch. In attendance from the firm were Mr. Adam Westermann, the Project Manager, and Mr. Donnie Ginn, the Project Director. Mr. Hicks thanked these gentlemen for their services that contributed to a successful project. He stated that the next agenda item would be a change order to their engineering services agreement in order to compensate them for the additional services they helped with to close the project.

Board Member Roberts moved and Board Member Ehman seconded the motion to approve Change Order No. 1 for the Monroe Water Treatment Plant Expansion Project.

Motion carried, 6 ayes, 1 member absent (Roman).

REQUEST FOR APPROVAL OF AMENDMENT TO THE ENGINEERING SERVICES AGREEMENT FOR THE MONROE WATER TREATMENT PLANT EXPANSION PROJECT:

Mike Hicks, Capital Projects Manager, explained the tasks that comprised additional services that this amendment is intended to pay for. The additional charges to the agreement with Black & Veatch will increase by \$390,325.00. This Amendment is broken into five tasks: 1) Additional Construction Phase Engineering Services, 2) Shop Drawing and Submittal Review, 3) Resident Engineering Services During Construction, 4) SCADA Startup Services During construction, and 5) Project Closeout Support. Board Member Ehman asked if the Schedule of Compensation under the Compensation clause was in the original agreement that this amendment is amending. Mr. Hicks confirmed that it was. Board Member Ehman asked if the hours that went into the amended services had been reviewed for accuracy. Mr. Hicks confirmed that he had reviewed the hours and was satisfied that they were correct.

Board Member Roberts moved and Board Member Ehman seconded the motion to approve the Amendment to the Engineering Services Agreement for the Monroe WTP Expansion Project.

Motion carried, 6 ayes, 1 member absent (Roman).

President Swafford commended Mr. Hicks and his staff on a job well done, as well as all the staff that was involved in the project from Black & Veatch. Mr. Swafford emphasized that this is a project that Utilities should be proud of and encouraged those who have not seen the new plant to do so. He congratulated Mr. Hicks on doing an outstanding job. Director Murphy added that we are still in discussions with F.A. Wilhelm to bring the contract in line and accommodate some of the costs. He will meet with them Wednesday, December 17, along with counsel Greg Small, Mike Hicks, and Mike Bengtson. Mr. Murphy stated as he had indicated previously that the project will come in under budget which is a major accomplishment. He also thanked the team for doing an outstanding job. Mr. Swafford also noted Mr. Small's assistance in the project.

OLD BUSINESS:

Director Murphy reminded the Board Members that the next meeting on December 29 will be a claims only meeting.

NEW BUSINESS:

N/A

SUBCOMMITTEE REPORTS:

Administrative Subcommittee Chair Swafford reported on a meeting which took place prior to this full board meeting to consider a stormwater issue with the Peppergrass Neighborhood Association. The Association had a couple of issues with their drainage system that is on private property. Director Murphy and Mr. Swafford met with the Neighborhood Association last week and explained that it was private property and that Utilities does not repair private property. The request was denied by Director

Murphy. The subcommittee heard their case again tonight and the recommendation from the Subcommittee was to deny Peppergrass' request for assistance in addressing their stormwater issue.

President Swafford moved and Board Member Roberts seconded the recommendation to deny assistance to Peppergrass Neighborhood Association.

Motion carried, 6 ayes, 1 member absent (Roman).

Administrative Subcommittee Member Roberts recommended that the USB officers for this year be the officers for 2015 (President Tom Swafford and Vice-President Julie Roberts).

Board Member Roberts moved and Board Member Ehman seconded the motion to retain USB officers this year for 2015.

Motion carried, 6 ayes, 1 members absent (Roman).

STAFF REPORTS:

Director Murphy reported that a large project was done on SR 37 (North) which involved putting some piping around the old Griffy Plant and some other repairs, including a 24" valve. Deputy Director received a phone call from a Washington Township official thanking the Utilities Department for that project.

Board Member Roberts asked the status of hiring a new Board secretary. Director Murphy reported that Kim Alexander will be replacing Efrat Feferman as the Administrative Assistant to the Director on December 22. He also reported that a search is being conducted for the replacement of Julie Martindale, Purchasing Manager.

PETITIONS AND COMMUNICATIONS:

Board Member Ehman publicly recognized Board Member Roman's resignation and his service to the board. He stated that Mr. Roman was a very engaged Board Member who took his job seriously, and spent time digging into the details and asking the tough questions, and he will be missed. Mr. Ehman reiterated the need to replace him. Director Murphy stated that Mr. Roman's resignation is effective December 31, and this will be a Council appointment. Mr. Murphy added that the Utilities Department does not do formal recognitions as are done at City Hall, but having said that, if there is some kind of recognition that the Board can sign to thank Mr. Roman for his service, we would be remiss in not doing that. President Swafford agreed that a thank you is appropriate.

ADJOURNMENT:

The meeting was adjourned at 5:24 p.m.

L. Thomas Swafford, President