

## UTILITIES SERVICE BOARD MEETING

November 2, 2015

*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: Julie Roberts, Jim Sims, Tom Swafford, Jason Banach, Sam Frank, Amanda Burnham, and Tim Mayer, ex-officio. Staff members present: Kim Alexander, Patrick Murphy, Jane Fleig, Chris Wheeler, Efrat Feferman, Rachel Atz, Nolan Hendon, Missy Waldon, Jon Callahan, Phil Peden, Mike Bengtson, and Tamara Roberts.

### MINUTES

*Vice President Roberts moved and Board Member Sims seconded the motion to approve the minutes of the October 19 meeting. Motion carried, 6 ayes, 1 member absent, (Ehman).*

### CLAIMS

*Vice President Roberts moved and Board Member Sims seconded the motion to approve the claims as follows:*

*Vendor invoices submitted to the Controller's Office on October 28 included \$152,657.00 from the Water Utility; \$134,193.88 from the Wastewater Utility; and \$20,778.55 from the Stormwater Utility. Total Claims approved, \$307,629.43.*

*Motion carried, 6 ayes, 1 member absent, (Ehman).*

*Vice President Roberts moved and Board Member Sims seconded the motion to approve the utility claims as follows:*

*Utility invoices submitted to the Controller's Office on October 28 included \$4,829.01 from the Water Utility; \$16,023.18 from the Wastewater Utility; and \$0.00 from the Stormwater Utility. Total Claims approved, \$20,852.19.*

*Motion carried, 6 ayes, 1 member absent, (Ehman).*

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

*Vice President Roberts moved and Board Member Sims seconded the motion to approve the wire transfers and fees for the month of October in the amount of \$306,105.75.*

*Motion carried, 6 ayes, 1 member absent, (Ehman).*

*Vice President Roberts moved and Board Member Sims seconded the motion to approve the customer refunds as follows:*

***Customer refunds submitted to the Controller's Office on October 28 included \$106.44 from the Water Utility; \$3,250.44 from the Wastewater Utility; and \$11.43 from the Stormwater Utility. Total Claims approved, \$3,368.31.***

***Motion carried, 6 ayes, 1 member absent, (Ehman).***

**REQUEST FOR APPROVAL OF ENGINEERING SERVICES AGREEMENT WITH BLACK & VEATCH FOR MONROE WATER TREATMENT PLANT WATER QUALITY ASSISTANCE**

***Vice President Roberts moved and Board Member Sims seconded the motion to approve the contract with Black & Veatch for Monroe Water Treatment Plant Water Quality Assistance***

***Motion carried, 6 ayes, 1 member absent, (Ehman).***

Mike Bengtson, Assistant Director of Engineering, requested approval for a water quality assistance contract with Black & Veatch. Mr. Bengtson reviewed the process that has taken place over the past year or so which led to this contract. An upward trend in the level of disinfection byproducts (DBPs) has necessitated this study. The purpose of the assistance is to evaluate disinfection byproducts relative to the maximum contaminant levels and make recommendations for improvements; perform disinfection benchmarking and profiling related to modifications of chemical feed points; and to provide operational assistance support. He reviewed the specific requirements of the contract and also how the firm was chosen. The four firms that submitted requests were Arcadis, Lockmueller, Black & Veatch and HNTB. A staff committee comprised of Mike Hicks, Rachel Atz, Efrat Feferman, and Mike Bengtson reviewed the proposals.

The fee is not to exceed \$85,495. Representatives from Black & Veatch were present at the meeting and available for questions.

Director Patrick Murphy briefly followed up Mr. Bengtson's presentation with comments. He noted that this project will take about a year, and that CBU is eager to begin. He stated that it is a very high priority of this administration, and feels that this issue is bigger than conservation at this point.

**APPROVAL OF ISOLUX CORSAN, LLC UTILITY REIMBURSEMENT AGREEMENT FOR I-69, SECTION 5, VERNAL PIKE SANITARY SEWER RELOCATION**

***Vice President Roberts moved and Board Member Sims seconded the motion to approve the Isolux Corsan, LLC Utility Reimbursement Agreement for I-69, Section 5.***

***Motion carried, 6 ayes, 1 member absent, (Ehman).***

Jane Fleig, Utilities Engineer, presented this reimbursement agreement to the Board. This is the second agreement that Ms. Fleig has brought to the Board. In June, she presented the agreement for Fullerton Pike and Tapp Road which included water and sewer. This one is for only sanitary sewer work associated with Vernal Pike. Isolux is breaking this into different phases so that they can continue to move forward with the accelerated schedule they have been asked to meet. This agreement is very similar to the June agreement; a few revisions have been made to the language based upon specific site conditions and the fact that CBU and Isolux Corsan both had new attorneys. CBU is in agreement with the language as it exists in the packet. This is for the sanitary sewer relocation only on Vernal Pike, and it is west of State Road 37 which will become I-69. It includes gravity sewers, forced mains, and a relocation of the lift station. The plans have been approved by

CBU; the design was by Butler Fairman & Siefert, an engineering company approved by CBU. Butler & Siefert was chosen because they did the Vernal Pike lift station plan a few years ago, and it was easy for them to incorporate part of that design into the current plan, which CBU was comfortable with. Those plans are included as Exhibit B in this agreement. Because this is a federal project, the relocation work is wholly reimbursable and this agreement sets forth the terms of that reimbursement. Isolux Corsan is responsible for the design and construction of the facilities, but CBU has already provided engineering oversight and will continue to do so, as well as provide inspection services to insure that the structure meets CBU specifications. Once the project is complete and CBU has issued acceptance, CBU will take over ownership of this infrastructure. The reimbursement is based on an hourly average pay rate of \$46.25 which was established with the previous agreement. CBU will be billing at that rate based on the time records that staff keep. It is estimated that the reimbursement will not exceed \$40,000. Ms. Fleig indicated there is also water infrastructure that will be relocated on Vernal Pike, and the agreement for that will be brought to the Board in the near future. Mr. Christopher Wheeler, CBU attorney who reviewed the agreement, was present in the audience. Ms. Fleig also noted that Mr. Mark Kaiser, utility coordinator for Isolux Corsan from Christopher Burke Engineering, was in the audience and available for questions.

**OLD BUSINESS:**

N/A

**NEW BUSINESS:**

N/A

**SUBCOMMITTEE REPORTS:**

The Administrative Subcommittee met at 4:30 pm prior to this meeting. The discussion centered around the Moonburn on Morton project's request for an exemption to install a grease interceptor or to leave space for it. No vote was taken. Director Murphy will take the committee's comments into consideration when he makes a decision on the request.

**STAFF REPORTS:**

Director Patrick Murphy reported that the Finance Department has been working on online customer forms. He stated that Nolan Hendon is working on redesigning the bill customers receive to include more information. Mr. Murphy also noted that CBU staff will be holding an internal budget review meeting next Thursday in order to make everyone aware of the current financial situation. He stated that a rate increase will not be instituted until next year with the new administration. He also noted that it will be necessary to communicate CBU's priorities to the new administration. This will also be part of the discussion on Thursday.

Director Murphy informed the Board that he will be bringing a contract forward in the near future to request approval to hire a firm to begin working on the Switchyard Park design and sewer relocation.

**PETITIONS AND COMMUNICATIONS:**

N/A

**ADJOURNMENT:**

The meeting was adjourned at 5:21 p.m.

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**L. Thomas Swafford, President**