

UTILITIES SERVICE BOARD MEETING

06/22/2020

Utilities Service Board meetings are recorded and are available during regular business hours in the office of the Director of Utilities.

Board Vice President Capler called the regular meeting of the Utilities Service Board to order at 5:00p.m. The meeting was held via Zoom and Facebook Live.

Board members present: Jim Sherman, Jason Banach, Amanda Burnham, Jean Capler, Megan Parmenter, Jeff Ehman, and ex-officio Terri Porter. Two board members were absent, Julie Roberts and ex-officio Jim Sims.

Staff present: Vic Kelson, Laura Pettit, Holly McLauchlin, LaTreana Harrington, Chris Wheeler, James Hall, Brad Schroeder, Brandon Prince, Tom Axsom, Phil Peden, Michael Carter, and Cindy Shaw.

MINUTES

Board member Sherman moved and Board member Burnham seconded the motion to approve the minutes of the June 8 meeting. Motion carried, 6 ayes.

CLAIMS

Sherman moved and Burnham seconded the motion to approve the standard claims as follows: Vendor invoices submitted included \$215,499.39 from the Water Utility, \$9,800.00 from the Water Construction Fund, \$199,421.51 from the Wastewater Utility, and \$14,576.72 from the Stormwater Utility.

Total Claims approved: \$439,297.62. Motion carried, 6 ayes.

Sherman moved and Burnham seconded the motion to approve the utility claims as follows: Utility invoices submitted included \$18,981.54 from the Water Utility, and \$67,791.11 from the Wastewater Utility.

Total Claims approved: \$86,772.65. Motion carried, 6 ayes.

Sherman moved and Burnham seconded the motion to approve the wire transfers, fees, and payroll in the amount of \$370,324.83. Motion carried, 6 ayes.

Sherman moved and Burnham seconded the motion to approve the customer refunds as follows: Refunds submitted included \$843.54 from the Water Utility, and \$2,377.11 from the Wastewater Utility.

Total Claims approved: \$3,220.65. Motion carried, 6 ayes.

Sherman moved and Burnham seconded the motion to approve the special check run for the 2020 Water Bond Refinancing as follows: Vendor invoices submitted included \$81,578.75 from the Water Utility.

Total Claims approved: \$81,578.75. Motion carried, 6 ayes.

CONSENT AGENDA

There were no items on the June 22 Consent Agenda.

REQUEST APPROVAL OF FIRST AMENDMENT TO AGREEMENT WITH COMMERCIAL SERVICE OF BLOOMINGTON FOR INSTALLATION OF NEW HEATERS AT MONROE WATER TREATMENT PLANT

CBU Purchasing Manager Cindy Shaw requested approval to extend the date of completion on an agreement with Commercial Service of Bloomington. The contract was to expire July 31, 2020, but corroded piping was found in the boiler room so work was stopped for the piping repair. This also extends the date for the heating repair. There is no change of cost. ***Sherman moved, Burnham seconded the motion to approve the First Amendment to Agreement with Commercial Service of Bloomington. Motion carried, 6 ayes.***

REQUEST APPROVAL OF AGREEMENT WITH BIEHLE ELECTRIC, INC. FOR TESTING AND REPLACEMENT OF 5KV CABLE AT DILLMAN WWTP

CBU Purchasing Manager Shaw requested approval of an agreement with Biehle Electric, Inc. for replacement and testing of a 5Kv cable at Dillman Wastewater Treatment Plant. Dillman had a power failure on May 2, 2020 and called an emergency contractor in to restore power. The contractor did an investigation and found that the 5KV cable from the substation to the blower control needed to be replaced. Power was restored; the contract is to make the appropriate repairs to the cable. The amount of this contract is \$39,161.00.

Sherman moved, Burnham seconded the motion to approve the Agreement with Biehle Electric, Inc. Motion carried, 6 ayes.

REQUEST APPROVAL OF AGREEMENT WITH INFRASTRUCTURE SYSTEMS INC. FOR INSTALLATION OF GRAVITY SEWER LINE

CBU Engineer Phil Peden requested approval of an agreement with ISI for installation of a gravity sewer line under the railroad north of Park Ridge East. This is for a gravity line to go under the railroad in the Park Ridge east neighborhood. There is an old lift station at this location with deficiencies that would be expensive to upgrade. There is a goal to eliminate lift stations when possible and provide gravity sewers instead. CBU Engineer Mike Carter has been diligent in working with Meadow Park Apartments, as well as the homeowners in Park Ridge East to coordinate this project. A contractor has been assigned to do the bore under the railroad, with CBU's Transmission and Development crew installing the gravity sewer. The total cost is not to exceed \$72,125.00.

Ex-officio Porter asked about the disruption to the residents of Park Ridge East or the residents of Plymouth road and East street. Peden answered there will be about 200 feet of gravity sewer to lay and three manholes. There will be two properties involved and those homeowners have been spoken to. Most of the work will not be in the street but in the side and rear yards. This should not affect other people in the neighborhood other than truck traffic hauling stone or backfill.

Porter also asked if there will be any issue with the homeowners' yards. Peden replied there will be digging and placement of the pipe, so the surface will be restored with seed and straw after installation. CBU has made some agreements with those property owners to make sure we meet their requests.

OLD BUSINESS: None

NEW BUSINESS: None

SUBCOMMITTEE REPORTS: None

STAFF REPORTS:

CBU Director Kelson reported CBU is nearing 90% completion on the installation of the new meters. CBU's T&D crew, Engineering, as well as contractor Utility Metering Services all continue to aggressively work on this project. It should be completed over the summer as planned. CBU is resuming work on the customer portal part of the project.

Kelson also spoke about the cost-of-service study (COSS). CBU has been working with our financial consultants to develop a COSS and a rate study for the water utility. It was anticipated to go before Council in July 2020, but with uncertainties during the pandemic and with cooperation from the Mayor's office, it was decided to postpone the study until after the first of the year, most likely in February. The COSS is only usable for a certain amount of time once it is complete, so it will now be updated to reflect an ending date of December 31, 2019 to March 31, 2020. CBU is now working on a scope and budget with our financial contractor.

TRANSFER OF PROPERTY FROM CITY OF BLOOMINGTON UTILITIES TO BLOOMINGTON BOARD OF PARK COMMISSIONERS

CBU Engineer Mike Carter also spoke before the USB and reported the transfer of three pieces of property from CBU to the Board of Park Commissioners. These properties are west of Jackson Creek Middle School and will create a trail extension from Sherwood Oaks Park along Jackson Creek down to Rhorer Road. The three parcels are one from Mr. and Mrs. Tim Henke, Rick Rechter, and the furthest one is from Mr. Johnson. They are all in the name of CBU and are intended to be transferred to the Board of Park Commissioners. A similar transfer was completed in 1997 with the Clear Creek Trail at Tapp and Weimer that goes down to Rockport Rd. These parcels were purchased by the Parks Board so that the sewers could be built. The west interceptor was along Clear Creek Trail and the Jackson Creek Trail is the southeast interceptor. These were constructed in 1997 for the build out of the southeast side, College Mall, High Park and other areas in that vicinity. There was a total of 36 acres. The Parks Department spent about \$146,000.00 on the purchase and CBU is ready to transfer the parcels back to them. CBU is retaining a 40 foot easement for the sewer line that runs down this corridor.

Sherman moved, Burnham seconded the motion to approve the recommendation of the Transfers of Property from City of Bloomington Utilities to the Bloomington Board of Park Commissioners. Motion carried, 6 ayes.

PETITIONS AND COMMUNICATIONS: None

ADJOURNMENT: Capler moved to adjourn; the meeting was adjourned at 5:20 p.m.

Julie Roberts, President

DATE