

**UTILITIES SERVICE BOARD MEETING
08/15/2022**

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CALL TO ORDER

Board President Ehman called the regular meeting of the Utilities Service Board to order at 5:00 p.m. The meeting was held in the Utilities Service Boardroom at the City of Bloomington Utilities Service Center, 600 East Miller Drive, Bloomington, Indiana.

Board members present: Jean Capler, Seth Debro, Jeff Ehman, Megan Parmenter, Jim Sherman, Kirk White, ex officio Scott Robinson

Board members absent: Amanda Burnham, ex officio Jim Sims

Staff present: Jane Fleig, James Hall, Matt Havey, Nolan Hendon, Dan Hudson, Vic Kelson, Holly McLauchlin, Phil Peden, LaTreana Teague, Michelle Waldon, Chris Wheeler, Matt Wilson

MINUTES

Board member Sherman moved, and Board Member Debro seconded the motion to approve the minutes of the August 1 meeting. Motion carried, six ayes.

CLAIMS

Sherman moved, and Debro seconded the motion to approve the Standard Invoices: Vendor invoices included \$259,917.72 from the Water Fund, \$55,696.25 from the Water Construction Fund, \$132,778.87 from the Wastewater Utility, \$668,910.28 from the Stormwater Fund, and \$9,660.90 from the Stormwater Construction Fund.

Board member Parmenter asked for the difference between the AWWA Utility membership and the individual memberships.

AWWA Individual members receive up-to-date water utility information through publications, newsletters, and safety topics.

AWWA Utility members receive the same benefits as the Individual members and a library of AWWA Standards containing requirements for materials, equipment, plant operation, and management practices used in water treatment and supply. The Utility membership also saves all employees on required training and certification preparation.

Board member Ehman asked about a claim paid to the State of Indiana for a fine violating the "Call Before You Dig" law. Assistant Director - T&D Hall answered that in June 2021, a supervisor called in the locates for a gas line had gone on vacation, and the locates expired. A crew went out a few days after they passed and hit a gas line. Violations get reported to the Indiana Utility Regulatory Commission. Ehman asked if we follow standard procedures, that it would not happen. Hall confirmed. Typically a locate is called in, and we get to it as soon as possible.

Ehman asked about a claim paid to Trident Insurance Services for ice that fell on a personal vehicle. Director Kelson said that one of the clips that kept ice from falling off the Blucher Poole rooftop fell off and caused ice to fall on one of the Operators' vehicles.

Motion carried, six ayes. Total claims approved: \$1,126,964.02.

Sherman moved, and Debroy seconded the motion to approve the Utility Bills:

Invoices included \$265,569.23 from the Water Fund and \$24,348.50 from the Wastewater Fund.

Motion carried, six ayes. Total claims approved: \$289,917.73.

Burnham moved, and Debroy seconded the motion to approve the Wire Transfers, Fees, and Payroll for \$473,766.18. Motion carried, six ayes.

Burnham moved, and Debroy seconded the motion to approve the Customer Refunds: Customer refunds included \$660.12 from the Water Fund and \$7,474.46 from the Wastewater Fund.

Motion carried, seven ayes. Total refunds approved: \$8,134.58.

CONSENT AGENDA

- a. Reed and Sons Construction, Inc., (\$36,425.00), Change order #1 for the Lindbergh Drive Water Main Replacement Project. The change order deducts the remaining Contingency and Rock Removal funds. The revised contract is now \$1,028,575.00.

The agreement was approved as it was not removed from the Consent Agenda by the Board. Total contracts approved: (\$36,425.00).

BID OPENING – BAR SCREEN REPLACEMENT PROJECT AT THE MONROE WTP INTAKE STRUCTURE

Capital Projects Manager Hudson opened and read aloud three bids received for the project. Unfortunately, one bar screen is entirely out of service, and the other is failing.

Graves Construction Service, Inc.: \$1,979,700.97

Thieneman Construction, Inc.: \$1,554,000.00

Maddox Construction: \$1,573,600.00

The engineer's estimate from Wessler Engineering was \$1,151,000.00.

Board member Sherman asked if CBU staff were likely to reject any of the bids or rebid the project since the estimate was much lower than the submissions received.

Hudson said the bids were in the estimate range, but staff will review and bring a recommendation to the board at the next meeting.

Board member White asked how old the estimation was. Hudson said it was a week old.

BID OPENING – FRITZ TERRACE NORTH ADDITION PROJECT

Assistant Director - Engineering Peden opened and read aloud four bids received for the 2021-2022 sewer rehabilitation lining project in the North Fritz Terrace neighborhood.

Inliner Solutions, LLC. \$1,429,768.00

Insituform: \$1,200,544.30

Miller Pipeline: \$1,251,215.00

SAK: \$ 1,172,750.00

Engineer's estimate: \$800,000.00

White asked if this project includes 120 service laterals, are they the laterals off the mains to the home? Peden answered yes, this is a new step to eliminate inflow and infiltration (I&I), and we usually do the main line, but we will do 120 of the 287 laterals. The laterals were reviewed via video inspections, and it was found that 120 look like they need additional rehabilitation. So roots and I&I are coming in at the connection. White commented that the neighborhood was probably built around the 1960s. What were the laterals made of then? Peden said they were made of clay tile.

Ehman asked if there are a lot of problems at the connection, would we take the lining beyond the connection? If it is the homeowner's responsibility after the connection, do we stop or go further if it needs it? Peden said there are many different options when you send these types of projects out to bid. Some utilities take these to the home, but we chose to do ten feet. Where we see it come out of the stone aggregate, there is a backfill material along the sewer main. As you line the sewer main, the water does not have anywhere to go, so it sits in the stone along the pipe. That is about two feet on each side. Once you are beyond that, you are in the clay soil, and there is not as much water. So we thought if we went ten feet, we would be well beyond the utility trench where the stone aggregate carries the water underground. It seems to go uphill by that point as well. The contractors needed to know a specific distance away from the main to bid it. You could not bid a total linear foot and say we will do two feet in one area or 20 ft in a different location, so we went with ten feet.

REQUEST FOR APPROVAL OF AN AGREEMENT WITH CARLOS GENERAL SERVICES, LLC.

Kelson presented an agreement for the soft washing of all building exteriors at Dillman WWTP. This contract is to have the contractor handle the pressure washing from lifts, and CBU employees will do the pressure washing from the ground.

Parmenter asked if it is something that needs to be done as necessary or on a plan.

Kelson answered no one knows the last time the buildings were washed, and it will be done as necessary, perhaps ten years before we engage in this again. The agreement is not to exceed \$35,000.00.

Sherman moved, and Debro seconded the motion to approve the agreement with Carlos General Services, LLC. Motion carried, six ayes.

REQUEST FOR APPROVAL OF AN AGREEMENT WITH HEFLIN INDUSTRIES, INC.

Kelson presented an agreement to remove and replace three pulse boilers in the systems control room at Monroe WTP. The agreement includes start-up, leak test, and job site clean-up. The cost is not to exceed \$74,325.00.

Sherman moved, and Debro seconded the motion to approve the agreement with Heflin Industries, Inc. Motion carried, six ayes.

REQUEST FOR APPROVAL OF AN AGREEMENT WITH DONOHUE AND ASSOCIATES, INC.

Hudson presented an agreement for design and bidding services for Chemical Feed Line Replacements at Monroe WTP. This project is a follow-up to a recent technical study that Donohue did to replace the chemical feed lines. Unfortunately, the lines are leaking, and not only are they wasting chemicals, but it is also hazardous to employees. The agreement is not to exceed \$62,800.00 for the design and bid for the replacement lines.

Ehman asked what the estimated cost of the entire project was. Hudson did not have information on the price, saying that we are waiting to get a more firm cost for the bids.

Ehman asked if the cost is typically 10 % - 15% of the total. Hudson confirmed.

Sherman moved, and Debroy seconded the motion to approve the agreement with Donohue and Associates, Inc. Motion carried, six ayes.

OLD BUSINESS: None

NEW BUSINESS: None

SUBCOMMITTEE REPORTS:

Finance Subcommittee Chair White reported that the committee met to review a presentation given by Kelson on the 2023 budget. The subcommittee voted unanimously to recommend the board adopt the budget.

White moved, and Debroy seconded the motion to approve the CBU 2023 Budget. Motion carried, six ayes.

STAFF REPORTS

Kelson introduced Matt Havey, Assistant Director of Finance, James Hall, Assistant Director of T&D, and Phil Peden, Assistant Director of Engineering.

Staff will conduct interviews for the Assistant Director of Operations and Assistant Director of Environmental Programs in the coming weeks.

August 15 - 19 is Customer Service Appreciation Week at CBU to celebrate the Customer Service Representatives working phone lines to handle move-ins and shut-offs during Student Rush.

PETITIONS AND COMMUNICATIONS: None

ADJOURNMENT: Sherman moved to adjourn; the meeting adjourned at 5:25 p.m.

Jeff Ehman, President

Date