UTILITIES SERVICE BOARD MEETING

September 21, 2017

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 Frank called the regular meeting of the Utilities Service Board to order at 5:04 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: Sam Frank, Jim Sherman, Jeff Ehman, Julie Roberts, and Terri Porter (ex-officio).

Staff members present: Mike Hicks, Brad Schroeder, Jon Callahan, Michelle Waldon, Cindy Shaw, Holly McLauchlin, and Vic Kelson.

MINUTES

Board Vice President Sherman moved and Board Member Roberts seconded the motion to approve the minutes of the September 5th meeting. Motion carried, 4 ayes (2 members absent: Burnham and Banach).

CLAIMS

Sherman moved and Roberts seconded the motion to approve the standard claims as follows:

> ***Vendor invoices submitted included $158,496.72 from the Water Utility; $853,582.84 from the Wastewater Utility; and $676.79 from the Stormwater Utility. Total Claims approved, $1,012,756.35.***

Motion carried, 4 ayes (2 members absent: Burnham and Banach).

Sherman moved and Roberts seconded the motion to approve the utility claims as follows:

> ***Utility invoices submitted included $127,828.62 from the Water Utility; $106,088.71 from the Wastewater Utility; and $0.00 from the Stormwater Utility. Total Claims approved, $233,917.33.***

Motion carried, 4 ayes (2 members absent: Burnham and Banach).

Sherman moved and Roberts seconded the motion to approve the ACH payment as follows:

> ***Utility invoices submitted included $200,834.62 from the Water Utility; $0.00 from the Wastewater Utility; and $0.00 from the Stormwater Utility. Total Claims approved, $200,834.62.***

Motion carried, 4 ayes (2 members absent: Burnham and Banach).

Sherman moved and Roberts seconded the motion to approve the wire transfers and fees for the month of August in the amount of $403,787.37.

Motion carried, 4 ayes (2 members absent: Burnham and Banach).

Sherman moved and Roberts seconded the motion to approve the customer refunds as follows:

> ***Customer refunds submitted included $22.37 from the Water Utility; $641.83 from the Wastewater Utility; and $0.00 from the Stormwater Utility. Total Claims approved, $664.20.***

Motion carried, 4 ayes (2 members absent: Burnham and Banach).

REQUEST FOR APPROVAL OF RESOLUTION 2017-5 FOR BID ACCEPTANCE DILLMAN RD WWTP EFFLUENT FILTER IMPROVEMENTS PROJECT

Sherman moved and Roberts seconded the motion to approve resolution; motion carried, 4 ayes (2 members absent: Burnham and Banach).

CBU Engineer Hicks presented letter from Wessler Engineering about the 5 bids on this project. The recommendation is for the lowest bidder, Kokosing, at $929,300.00. Board asked if CBU has worked with Kokosing; this will be the first project. Hicks stated that although this is the first CBU project with Kokosing, they are a large company, Wessler checked references, and Wessler has worked with Kokosing before. Their headquarters are in Ohio, but they will be working with CBU through the office in Indianapolis. Board approved resolution.

REQUEST FOR APPROVAL OF CONTRACT FOR MOLD REMEDIATION AT BLUCHER POOLE

Sherman moved and Roberts seconded the motion to approve contract; motion carried, 4 ayes (2 members absent: Burnham and Banach).

CBU Purchasing Manager Shaw presented a contract with Fields Environmental for $40,762.66 for remediation of mold found at Blucher Poole. This was discussed at the 8/21/17 USB meeting and found to be an emergency. Board feels comfortable with the information previously presented and has no further questions. Board approved contract.

REQUEST FOR APPROVAL OF DUMP TRUCK PURCHASE

Sherman moved and Roberts seconded the motion to approve resolution; motion carried, 4 ayes (2 members absent: Burnham and Banach).

Shaw also presented a contract with Palmer Trucks for a dump truck for the T&D Department for asphalt crew. The truck will be $93,521.00. Board approved contract.

SUBCOMMITTEE REPORTS: Rules and Regulations subcommittee met on 9/18/17 at 4:30pm. Sherman reported that there was more discussion of the purchasing policy. The subcommittee worked with CBU staff to recommend that the purchasing policy state that any contracts below $50,000 can be signed by the director without USB approval. Currently, that amount is $25,000. Any contracts below that amount **can** be brought to the board at the request of the Board or Director. Subcommittee recommended approval.

REQUEST FOR APPROVAL OF RESOLUTION REGARDING PURCHASING POLICY

Subcommittee recommended to approve resolution; motion carried, 4 ayes (2 members absent: Burnham and Banach).

Shaw reiterated the change in the policy. CBU Finance Manager Waldon said contracts over $10,000 will be in the board packet as a separate list and the Board is welcome to ask questions. CBU Director Kelson said he thought the change was a good idea and this signatory authority will be used with discretion. Kelson reminded Board that Mayor's and Controller's offices also sign all contracts. Frank said he felt comfortable with this changed particularly in light of the amount of communication from Kelson and other CBU staff. Board approved resolution 2017-6.

OLD BUSINESS: N/A

NEW BUSINESS: N/A

STAFF REPORTS: Kelson stated the Lake Lemon level is mostly down and work has begun. By the next meeting we should know an end date as long as the weather stays dry.

PETITIONS AND COMMUNICATIONS: Board ask if the water processed at Monroe Plant has been affected by the recent hot weather. Kelson said it has remained at 15-20mgd; no where near the 30mgd capacity.

Frank expressed gratitude for staff at Farmers' Market event on 9/16. He was impressed with the way staff engaged the public. Sherman asked if people had billing questions related to the new Sanitation change. Frank said no; people's questions were about what CBU does and why, like conservation, pretreatment, plugging leaks, and the vac truck.

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

_____

Samuel K. Frank, President