UTILITIES SERVICE BOARD MEETING

November 13, 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 5:03 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, Jason Banach, Amanda Burnham, Jean Capler, and Jim Sims, ex-officio.

Staff members present: Nolan Hendon, Phil Peden, Brad Schroeder, Mike Hicks, John Langley, Michelle Waldon, Cindy Shaw, Tom Axsom, Chris Wheeler, Holly McLauchlin, and Vic Kelson.

MINUTES

Board Vice President Sherman moved and Board Member Burnham seconded the motion to approve the minutes of the October 30th meeting. Motion carried, 5 ayes (2 members absent: Ehman and Roberts).

CLAIMS

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

> ***Vendor invoices submitted included $645,787.66 from the Water Utility; $914,572.61 from the Wastewater Utility; and $4,298.89 from the Stormwater Utility. Total Claims approved, $1,564,659.16.***

Motion carried, 5 ayes (2 members absent: Ehman and Roberts).

Sherman moved and Burnham seconded the motion to approve the ACH claims 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, 5 ayes (2 members absent: Ehman and Roberts).

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

> ***Utility invoices submitted included $107,360.47 from the Water Utility; $93,933.33 from the Wastewater Utility; and $0.00 from the Stormwater Utility. Total Claims approved, $201,293.80.***

Motion carried, 5 ayes (2 members absent: Ehman and Roberts).

Sherman moved and Burnham seconded the motion to approve the wire transfers and fees in the amount of $403,962.10.

Motion carried, 5 ayes (2 members absent: Ehman and Roberts).

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

> ***Customer refunds submitted included $21.89 from the Water Utility; $542.83 from the Wastewater Utility; and $0.00 from the Stormwater Utility. Total Claims approved, $564.72.***

Motion carried, 5 ayes (2 members absent: Ehman and Roberts).

REQUEST APPROVAL OF CHANGE ORDER NO. 1 FOR THE CONTRACT FOR MONROE LOW SERVICE PUMPING STATION

Sherman moved and Burnham seconded the motion to approve change order; motion carried, 5 ayes (2 members absent: Ehman and Roberts).

CBU engineer Hicks presented change order for a previously approved project to replace the variable frequency drive for a pump at the intake. There were 4 unforeseen items which resulted in an increase of $6,476.00. The resistant temperature detector was replaced, the oil sight glasses were replaced, the A/C unit was repaired, and the doors were replaced.

REQUEST APPROVAL OF AGREEMENT FOR CONSULTING SERVICES FOR GRIFFY PLANT

Sherman moved and Burnham seconded the motion to approve agreement; motion carried, 5 ayes (2 members absent: Ehman and Roberts).

CBU Engineering Assistant Director Schroeder presented an agreement with Fields Environmental related to Griffy water plant demolition. Fields will lead the planning, project management, bid process, and project oversight for leveling the existing building and returning the site to a natural state. The Board asked for detail as to the bid process. Schroeder replied that Fields will write the specification and review bids for the company that does the actual demolition. Fields previously did environmental work at the site: removal of mercury and transformer carcasses, as well as an asbestos assessment. At this point, Schroeder thinks the environmental work is complete. The not-to-exceed amount for the contract is $28,880.00. Board asked for an hourly rate or other details which determined that amount. Schroeder replied that there is a rate sheet supplied by Fields which was not included in the Board packet, but he would supply it to the Board. Board said if the administration is comfortable with the amount, the Board is comfortable with the amount. CBU Director Kelson said he approved the rates as stated in the contract. Board also asked why the contract has an expiration date of December 2018. Schroeder stated that 1) work is expected to be complete by that time and 2) CBU likes all contract to have a firm end date, but it can be amended or extended if necessary.

OLD BUSINESS: N/A

NEW BUSINESS: N/A

SUBCOMMITTEE REPORTS: N/A

STAFF REPORTS: Kelson reported that demolition at Blucher Poole is nearly complete and installation of HVAC should start this week. December 5th is the tentative date for a Board retreat. Schroeder reported that CBU construction is complete in Switchyard Park area; testing is ongoing but should be completed by end of year. South Central sewer interceptor work continues to the south and then the north portion will be completed last. Kelson reported that Laura Pettit will be joining CBU on Dec 4th as Assistant Director for Finance. CBU and the City Council discussed the proposed changes to non-recurring charges on November 8th. Kelson says the Council was generally supportive of covering the cost of services. The biggest concern was the big jump in the service call fee. CBU staff looked into the historical data and found that a very small amount of customers would be affected and no customers on financial assistance are required to pay this fee.

PETITIONS AND COMMUNICATIONS: Frank reminded everyone that the United Way campaign has started and that if 30% of CBU staff (which includes USB members) donates, Kelson will kiss a goat. Two other board members immediately announced their donation.

ADJOURNMENT: The meeting was adjourned at 5:17 p.m.

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Samuel K. Frank, President