

UTILITIES SERVICE BOARD MEETING

February 5, 2018

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

Board President Roberts 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 Service Center 600 East Miller Drive, Bloomington, Indiana.

Board members present: Julie Roberts, Jim Sherman, Amanda Burnham, Jason Banach, Jean Capler, Jeff Ehman, Sam Frank and Jim Sims, ex-officio.

Staff members present: Phil Peden, Tom Axsom, Brad Schroeder, John Langley, Michelle Waldon, Jane Fleig, Cindy Shaw, Jon Callahan, Chris Wheeler, Holly McLauchlin, Laura Pettit, and Vic Kelson.

MINUTES

Board Vice President Sherman moved and Board member Ehman seconded the motion to approve the minutes of the January 22nd meeting. Motion carried, 7 ayes.

CLAIMS

Sherman moved and Ehman seconded the motion to approve the 2017 payables as follows:

Vendor invoices submitted included \$46,613.20 from the Water Utility, \$40,991.81 from the Wastewater Utility, and \$184.13 from the Stormwater Utility. Total Claims approved: \$87,789.14.

Motion carried, 7 ayes.

This amount was revised from the packet sent out before the meeting because an invoice for \$270.00 was voided due to it being a duplicate.

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

Vendor invoices submitted included \$158,845.13 from the Water Utility, \$163,328.40 from the Wastewater Utility, and \$28,008.10 from the Stormwater Utility. Total Claims approved: \$350,181.63.

Motion carried, 7 ayes.

Board asked about payments to the State of Indiana. One payment is to IDEM which is a \$1.00 fee for every connection and the others are for the NPDES permit fee, which allows the plants to discharge wastewater. Also, Board asked about the payment to Sensus USA for "walk/drive by"; this is the service that allows radio read of meters.

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

Utility invoices submitted included \$10,363.49 from the Water Utility, \$26,589.13 from the Wastewater Utility, and \$0.00 from the Stormwater Utility. Total Claims approved: \$36,952.62.

Motion carried, 7 ayes.

Sherman moved and Ehman seconded the motion to approve the wire transfers and fees in the amount of \$334,647.78.

Motion carried, 7 ayes.

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

Vendor invoices submitted included \$75.91 from the Water Utility, \$1,906.40 from the Wastewater Utility, and \$2.70 from the Stormwater Utility. Total Claims approved: \$1,985.01.

Motion carried, 7 ayes.

REQUEST APPROVAL OF AGREEMENT WITH WESSLER FOR ENGINEERING SERVICES RELATED TO WATER MAIN REPLACEMENT PROGRAM

Sherman moved and Ehman seconded the motion to approve agreement; motion carried, 7 ayes.

CBU Engineer Fleig presented an agreement with Wessler for a consultant to look at problem area around Old State Rd 37 and Bethel Lane, near the Marlin school. The engineering study would look at water pressure problems in the area and help CBU develop a plan to replace the current cast iron pipe. The not-to-exceed amount is \$12,000.00. This area was identified and prioritized as part of the water main replacement program.

REQUEST APPROVAL OF SMITH BREHOB AGREEMENT FOR ENGINEERING SERVICES RELATED TO WATER MAIN REPLACEMENT PROGRAM

Sherman moved and Ehman seconded the motion to approve agreement; motion carried, 7 ayes.

Fleig presented an agreement for design services with Smith Brehob not to exceed \$78,800.00. They will survey, design, prepare bid documents, and hire a geo-tech to study rock. This is to replace water mains along Arlington Rd from 17th, under bypass, to Prow Rd. The current main are 1950's cast iron and have many main breaks. This area was identified in the water main replacement program study and prioritized for phase one. The Street Department will be paving Arlington late this year, so the water main work should be completed before paving begins. Board asked if this project would include lots of rock blasting since this area has quarries. Fleig said we don't know but it is better to be all in rock or all in soil, not the strata in between. Fleig also said that placing new pipe in the track of the old pipe is not an option because customers need to have continuous water service. Finding a new route can be complicated when you factor in the other utilities that also use the right-of-way for their lines.

REQUEST APPROVAL OF AN AGREEMENT FOR UTILITY RELOCATION WITH INDOT

Sherman moved and Ehman seconded the motion to approve agreement; motion carried, 7 ayes.

Wheeler from City Legal presented an agreement for INDOT to relocate utilities as part of the I69 construction. INDOT will relocate and pay for moving the water and sewer lines; CBU will take over the maintenance when I69 is complete. CBU also maintains rights to inspect plans and inspect work to ensure it meets CBU standards. There will be no cost to CBU or the City.

REQUEST APPROVAL OF AGREEMENT FOR PROFESSIONAL SERVICES WITH BYNUM FANYO FOR SEWER INFRASTRUCTURE ARE NEW HOSPITAL LOCATION

Sherman moved and Ehman seconded the motion to approve agreement; motion carried, 7 ayes.

CBU Engineer Peden presented agreement with Bynum Fanyo for the bid phase, construction administration, and inspection of sewer related to new IU Health Hospital that is being constructed. There was discussion of the route of the sewer. Because the location, it could have been routed south to Dillman or north to Blucher; the latter was chosen to alleviate a chronic SSO site and help the capacity issues at Dillman. Hospital will be paying for 3.2 million, the rest is ours because we are managing the design and construction. Preliminary estimate for whole project is 5 million. Board asked about the plan for a situation such as Ebola outbreak related to the hospital wastewater. Tamara Roberts, pretreatment coordinator will be doing the wastewater permit, testing requirements, etc.

REQUEST APPROVAL OF AGREEMENT WITH HFI FOR SERVICE CENTER BOILER ROOM WORK

Sherman moved and Ehman seconded the motion to approve agreement; motion carried, 7 ayes.

CBU Purchasing Manager Shaw presented and agreement with HFI to replace a thermostatic mixing valve to correct water temperature issues at Service Center. Contract is \$449.00. Board asked about the amount; CBU Director Kelson said it would be addressed at new business.

REQUEST APPROVAL OF AGREEMENT WITH KOORSEN FOR FIRE SUPPRESSION INSPECTION AT MONROE WATER TREATMENT PLANT

Sherman moved and Ehman seconded the motion to approve agreement; motion carried, 7 ayes.

Shaw presented an agreement for one time inspection at MWTP. This needs to be done prior to the annual service agreement for insurance purposes.

REQUEST APPROVAL OF AGREEMENT WITH ELECTRIC PLUS FOR LED LIGHT INSTALLATION AT BLUCHER POOLE WASTEWATER TREATMENT PLANT

Sherman moved and Ehman seconded the motion to approve agreement; motion carried, 7 ayes.

Shaw presented an agreement with Electric Plus for \$2,040.00 to replace lab light fixtures. This is part of the remodel after mold remediation.

OLD BUSINESS: None.

NEW BUSINESS: Roberts said she and Sherman would both be absent for next meeting and Frank would lead the meeting. Roberts emphasized letting CBU assistant McLaughlin know about absences to ensure a quorum.

Kelson proposed an idea from Wheeler to condense small contracts into a consent agenda for future USB meetings. This would allow the Board to read each contract individually, ask questions or raise concerns if necessary, but to vote yes or nay for all the small contracts at once at each meeting. The Board thought it was a good idea and members use this method in other meetings they attend. The Board also asked that the memos all precede the contracts.

Sherman moved and Ehman seconded the motion to adopt this new procedure to use a consent agenda for contracts under \$50,000; motion carried, 7 ayes.

Kelson asked if USB voted for new subcommittees, board said that was appointed.

SUBCOMMITTEE REPORTS: None.

STAFF REPORTS: Kelson said CBU had so many contracts because there was a lot happening at CBU and he said he was proud of the CBU staff for all their work.

PETITIONS AND COMMUNICATIONS: None.

ADJOURNMENT: The meeting was adjourned at 5:35 p.m.

Julie Roberts, President