

# UTILITIES SERVICE BOARD MEETING

March 19, 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, Sam Frank, and Jeff Ehman.

Staff members present: Tom Axsom, Joe Potts, Robin Guyton, Cindy Shaw, Tamara Roberts, Rachel Atz, John Langley, Michael Hicks, Michelle Waldon, Chris Wheeler, Holly McLaughlin, and Vic Kelson.

## MINUTES

***Board Vice President Sherman moved and Board member Capler seconded the motion to approve the minutes of the March 5<sup>th</sup> meeting. Motion carried, 7 ayes.***

## CLAIMS

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

Vendor invoices submitted included \$199,779.46 from the Water Utility, \$282,244.39 from the Wastewater Utility, and \$62,104.81 from the Stormwater Utility. Total Claims approved: \$544,128.66.

***Motion carried, 7 ayes.***

Board asked about the invoice paid to American Water Works Association for Annual conference fees from January. CBU Financial Manager Waldon looked into this invoice and found it was typical timeline to be invoiced and then to pay AWWA. Board also asked about the invoice paid to Indiana Railroad Company. CBU Director Kelson responded that since the railroad predated Lake Lemon, the contract states that CBU is responsible for damage to the RR trestle from Lake water levels. The amount paid was determined after negotiations with the RR and with the insurance companies. Lastly, the Board asked about the invoice to Tyler Technologies. This is a shared expense with the Civil City for a module on our New World ERP System that allows the public to drill down through financial records.

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

Vendor invoices submitted included \$200,395.09 from the Water Utility; \$0.00 from the Wastewater Utility; and \$0.00 from the Stormwater Utility. Total Claims approved, \$200,395.09.

***Motion carried, 7 ayes.***

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

Utility invoices submitted included \$102,895.08 from the Water Utility, \$116,541.73 from the Wastewater Utility, and \$0.00 from the Stormwater Utility. Total Claims approved: \$219,436.81.

***Motion carried, 7 ayes.***

***Sherman moved and Burnham seconded the motion to approve the wire transfers and fees in the amount of \$413,056.47.***

***Motion carried, 7 ayes.***

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

Vendor invoices submitted included \$0.00 from the Water Utility, \$1,100.83 from the Wastewater Utility, and \$0.00 from the Stormwater Utility. Total Claims approved: \$1,100.83.

***Motion carried, 7 ayes.***

**APPROVAL OF CONSENT AGENDA**

***Sherman moved and Burnham seconded the motion to approve consent agenda; motion carried, 7 ayes***

One agreement on consent agenda: Electric Plus – LED lights at Blucher Poole - \$745.00

**PUBLIC BID OPENING FOR MWTP PROTECTIVE STEEL COATING PROJECT**

CBU Engineer Hicks thanked the bidders and following bids were received by the deadline and opened at the meeting:

Odle, Inc	Muncie IN	\$20,875.00
Quality Interiors, Inc	Indianapolis IN	\$28,700.00
Standard Coating Service INC	Indianapolis IN	\$77,112.37
TMI Coatings INC	St Paul MN	\$86,000.00

Engineering and Legal will complete a bid tabulation and recommend to award to lowest responsive bidder. Hicks said the estimate for this project was \$30,000.00. Hicks was not able to explain the vast difference between the bids but he will research and report back to the Board at the next meeting.

**REQUEST APPROVAL OF GRIPP ENGINEERING CONSULTANT AGREEMENT**

***Sherman moved and Burnham seconded the motion to approve agreement; motion carried, 7 ayes***

Hicks presented a contract renewal with Gripp for maintenance on eight wastewater flow meters and three rain gauges. CBU recently completed a three-year contract and were very satisfied. There are two companies that provide this service in the region; CBU contracted with the other originally but was not satisfied with their responsiveness. This contract ensures all eleven pieces of equipment are monitored monthly.

**REQUEST APPROVAL OF BIOCONVERGENCE/SINGOTA SOLUTIONS PERMIT**

***Sherman moved and Burnham seconded the motion to approve permit; motion carried, 7 ayes***

CBU Pretreatment Coordinator Roberts presented a permit for Singota which is making small batches of pharmaceuticals for drug trials. They will be installing two sampling locations because it is an existing facility but this aspect of their business is new. It is a five year contract. Board noted that reading a permit is difficult for a lay person. Roberts noted that limits and formats are informed by EPA or state regulations. If wastewater flow changes significantly, a new permit would be needed.

**REQUEST APPROVAL OF PRECISION CONTROLS AGREEMENT**

***Sherman moved and Burnham seconded the motion to approve agreement; motion carried, 7 ayes***

Wheeler with City Legal presented an agreement for \$7,133.00 with Precision Controls for work that was done at Monroe Water Treatment Plant to fix the SCADA system.

**OLD BUSINESS:** None

**NEW BUSINESS:** None

**SUBCOMMITTEE REPORTS:** None

**STAFF REPORTS:** Kelson welcomed new Blucher Poole superintendent Joe Potts. Kelson also mentioned that solar panels have been in use for two months at the Service Center and there was a 57% net reduction in electrical usage to be paid. The USEPA responded to CBU's sewer use ordinance but it still needs staff revision, Board approval, and City Council approval. There have been discussions regarding traffic delays; CBU has completed work on Country Club and now County must do a four month project to replace bridge. There are concerns about closure of Walnut and Grimes. City, County, and CBU are working with affected businesses and homeowners, MCCSC, and Bloomington Transit to have a workable plan. Atz, Water Quality Coordinator, will be leaving CBU. Kelson thanked her for professionalism and her role working with customers and educating staff. Board thanked Atz for her watchdog efforts.

**PETITIONS AND COMMUNICATIONS:** Customer Timothy Brown asked Board to address his recent water bill for \$3,200. Explained that there was a broken pipe under his rented house, which has been fixed. Said he would appeal to his landlord for reimbursement. CBU Collections Manager Guyton stated that she had spoken with Brown. Wheeler explained that water usage costs could not be waived per state statute. Board asked if a payment plan would be feasible and Brown said yes.

**ADJOURNMENT:** The meeting was adjourned at 5:37 p.m.

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Julie Roberts, President