

# UTILITIES SERVICE BOARD MEETING

April 2, 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, Jean Capler, Sam Frank, Jeff Ehman, and Jim Sims, ex-officio.

Staff members present: Tom Axsom, Brad Schroeder, Brandon Prince, Cindy Shaw, Michael Hicks, Michelle Waldon, Chris Wheeler, Holly McLaughlin, Laura Pettit, and Vic Kelson.

## MINUTES

**Board Vice President Sherman moved and Board member Burnham seconded the motion to approve the minutes of the March 19<sup>th</sup> meeting. Motion carried, 6 ayes (1 member absent: Banach).**

## CLAIMS

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

Vendor invoices submitted included \$159,184.63 from the Water Utility, \$262,645.89 from the Wastewater Utility, and \$768.09 from the Stormwater Utility. Total Claims approved: \$422,598.61.

**Motion carried, 6 ayes (1 member absent: Banach).**

Board asked about the invoices paid to Staples for "gaming chairs" which were chairs purchased as office chairs for customer service. Also, the Board questioned a replacement key for \$140; there was no original key. Lastly, the Board questioned the \$314 paid to the County clerk for copies. Staff said they would look into it.

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

Utility invoices submitted included \$7,396.53 from the Water Utility, \$19,176.34 from the Wastewater Utility, and \$0.00 from the Stormwater Utility. Total Claims approved: \$26,572.87.

**Motion carried, 6 ayes (1 member absent: Banach).**

**Sherman moved and Burnham seconded the motion to approve the wire transfers and fees in the amount of \$313,170.36.**

**Motion carried, 6 ayes (1 member absent: Banach).**

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

Vendor invoices submitted included \$0.00 from the Water Utility, \$1,433.59 from the Wastewater Utility, and \$0.00 from the Stormwater Utility. Total Claims approved: \$1,433.59.

**Motion carried, 6 ayes (1 member absent: Banach)**

## APPROVAL OF CONSENT AGENDA

**Sherman moved and Burnham seconded the motion to approve consent agenda. Motion carried, 6 ayes (1 member absent: Banach)** Two agreements on consent agenda: HFI-Valve at Servie Center \$275.00 and Crane 1 Services- Crane Inspection \$720.00.

## PUBLIC BID OPENING FOR GRIFFY WTP REGULATED ASBESTOS CONTAINING MATERIAL ABETMENT

CBU Engineer Hicks thanked the bidder and following bid was received by the deadline and opened at the meeting:

SSI Services	Indianapolis IN	\$29,296.00
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Engineering and Legal will review the bid and recommend to award to lowest responsive bidder. Hicks said the estimate for this project was \$34,600.00. Hicks said that one bid was sufficient if it met all the bidding criteria. Board said it would be nice to have at least 2 bids for a competitive bid perspective.

#### **PUBLIC BID OPENING FOR GRIFFY WTP POLYCHLORINATED BIPHENYL IMPACTED SOIL REMOVAL**

Hicks said that no bids were received. Engineering and Legal will regroup and consult with the engineering firm overseeing project. Hicks was expecting 3 bids but perhaps the holiday on Friday prevented the bidders from submitting all their materials on time.

#### **RESOLUTION TO AWARD THE MONROE WTP PROTECTIVE STEEL COATING PROJECT**

***Sherman moved and Burnham seconded the motion to pass resolution; motion carried, 6 ayes (1 member absent: Banach)***

Hicks presented resolution to award the MWTP protective steel coating project. The lowest bidder was found to be unresponsive because all the bid documents were not submitted. The second lowest bidder, Quality Interiors, had all the documents, good references, and talked extensively with Hicks so both parties were comfortable with the scope of the project.

#### **REQUEST APPROVAL OF AGREEMENT WITH HEFLIN FOR MWTP ACTUATOR PROJECT**

***Sherman moved and Burnham seconded the motion to approve agreement; motion carried, 6 ayes (1 member absent: Banach)***

Hicks presented an agreement for the water plant to repair or replace the air scour actuator valves, which are part of the filter backwash process. A problem with the compressed air system was discovered where the cylinders have become scored and need replaced or repaired. Heflin will removed one at a time and determine if it can be repaired. Hicks contacted four contractors but only one was able to provide a quote. CBU has worked with Heflin before. The agreement price reflects if all four need replaced; it will be up to 75% less if they can all be repaired

**OLD BUSINESS:** Board asked about customer from last meeting. Staff confirmed he set up a payment plan.

**NEW BUSINESS:** None

**SUBCOMMITTEE REPORTS:** None, although a Rules and Regs meeting will be set up for 4/16/18 for multi-family affordable housing projects.

**STAFF REPORTS:** Director Kelson said that CBU was hearing concerns from customers about the large increase in pool testing fees. CBU has a lab that offers water testing for customers, including pool water testing required for public pools. Since CBU had not updated that fee since 2002, the increase was significant, but the fee now reflects what it costs CBU to run the testing. CBU and Board will review all misc. fees regularly to prevent a future spike. Public can contact CBU to review the cost analysis study. CBU sent notice in bill, had press releases, and social media posts.

**PETITIONS AND COMMUNICATIONS:** None.

**ADJOURNMENT:** The meeting was adjourned at 5:23 p.m.

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Julie Roberts, President