

UTILITIES SERVICE BOARD MEETING

April 16, 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, Jason Banach, Jeff Ehman, and Jim Sims, ex-officio.

Staff members present: Nolan Hendon, John Langley, Mike Carter, Tom Axsom, Brad Schroeder, Brandon Prince, Cindy Shaw, Jane Fleig, Chris Wheeler, Holly McLauchlin, Laura Pettit, and Vic Kelson.

MINUTES

Board Member Ehman moved and Board member Burnham seconded the motion to approve the minutes of the April 2nd meeting. Motion carried, 7 ayes.

CLAIMS

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

Vendor invoices submitted included \$286,308.54 from the Water Utility, \$181,952.43 from the Wastewater Utility, and \$43.77 from the Stormwater Utility. Total Claims approved: \$468,304.74.

Motion carried, 7 ayes.

Board asked about a few duplicate invoices. The original invoices were pulled and they are not duplicates, but there was a typo in claims list. If CBU ever accidentally overpays, CBU will request a credit form the vendor. Board also asked about generic inventory listing; it is for the Transmission and Distribution supply room.

Ehman 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.

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

Utility invoices submitted included \$89,795.85 from the Water Utility, \$104,786.76 from the Wastewater Utility, and \$0.00 from the Stormwater Utility. Total Claims approved: \$194,582.61.

Motion carried, 7 ayes.

Ehman moved and Burnham seconded the motion to approve the wire transfers and fees in the amount of \$434,563.25.

Motion carried, 7 ayes.

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

Vendor invoices submitted included \$23.52 from the Water Utility, \$1,238.01 from the Wastewater Utility, \$2.70 from the Stormwater Utility, and \$10.52 from Sanitation. Total Claims approved: \$1,274.75.

Motion carried, 7 ayes.

APPROVAL OF CONSENT AGENDA

Ehman moved and Burnham seconded the motion to approve consent agenda. Motion carried, 7 ayes.
Five agreements on consent agenda: Xylem Water Solutions for a repair at Dillman WWTP \$4,494.30, Xylem for maintenance at Dillman \$6,153.00, Xylem for maintenance at Blucher WWTP \$9,153.60, VET for mold sampling at Washington St Storage \$2,653.50, and ATC Group for semiannual monitoring at Dillman WWTP \$4,211.20.

REQUEST APPROVAL OF CITY/COUNTY REIMBURSEMENT AGREEMENT I

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

CBU Engineer Fleig presented an agreement for the sanitary sewer relocation for the Fullerton Pike Project Phase II. Gordon Pike from Clear Creek Bridge to west of Rogers is being improved, including new roundabout at Rogers and Gordon. CBU has several relocations in the right of way. One manhole is in an easement therefore it is reimbursable for \$10,000.00.

REQUEST APPROVAL OF CITY/COUNTY REIMBURSEMENT AGREEMENT II

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

Fleig presented an agreement for the water infrastructure, also for the Fullerton Pike Phase II project. There is an 8inch water main in the easement that is reimbursable for \$113,000.00

REQUEST APPROVAL OF PROFESSIONAL SERVICES AGREEMENT WITH HNTB

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

CBU Asst. Dir. for Engineering Brad Schroeder presented an agreement with HNTB for a study of HSP No. 5 at Monroe Water Treatment Plant. This pump was designed for emergencies, but CBU would like the flexibility to use it in other situations. The design may not blend with the other pumps; HNTB will evaluate the combinations and run times appropriate for HSP No. 5 for \$22,000.00. Not only could HSP No. 5 be used when another pump is out of service, it is also good for the pump to be operated on a regular basis as opposed to being idle.

REQUEST APPROVAL OF PROFESSIONAL SERVICES AGREEMENT WITH HNTB

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

Schroeder presented an agreement for \$78,160.00 with Black and Veatch for a study at Blucher Poole WWTP. Currently, the plant cannot handle high flows. With the new hospital and rerouting of Tamarron lift station, BPWWTP may need an Equalization Basin, a new primary clarifier, and changes in headworks. Also, there may be new phosphorus treatment requirements next year when CBU applies for a plant permit renewal. Black and Veatch will produce an initial stage report that informs design.

REQUEST APPROVAL OF services agreement with Wylie's floor covering

Ehman moved and Board member Banach seconded the motion to approve agreement; motion carried, 7 ayes.

Cindy Shaw with Purchasing presented an agreement to replace the flooring at the Monroe Water Treatment Plant in the lab and operator's area with rubber tile. Board clarified that the amount-\$12,059.93 - makes this agreement eligible for the consent agenda because it is under the \$25,000.00 threshold. Board approved amended contract to reflect that CBU is a tax-exempt entity.

REQUEST APPROVAL OF services agreement with Wylie's floor covering

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

Shaw asked Board to declare several vehicles not in service to be approved as surplus so the vehicles can be sold in July during the city-wide auction. Money from CBU vehicles goes to 100% to CBU after a portion of the auctioneer's fee is paid.

OLD BUSINESS: Board asked about status of water station. Engineering is working on a bid package. Design is for Winston Thomas location and the plan is to be open by the end of 2018.

NEW BUSINESS: None

SUBCOMMITTEE REPORTS: Burnham reported that the Rules and Regulations subcommittee met about multi-family affordable housing projects and the possibility of subsidizing connection fees. Committee decided not to have a formal policy but to decide on case-by-case basis. Committee also requested that CBU look into past practice of waiving connection fees for single family homes and ensure a consistent and sustainable practice. Banach reported that Property and Planning met to discuss two items: possibly surplus a property on West 3rd St and a possible driveway easement near Lake Lemon. Committee requested CBU move forward with next steps and Board will have final approval.

STAFF REPORTS: Director Kelson thanked pretreatment coordinator Tamara Roberts, who is leaving CBU. Kelson mentioned that CBU will participate in the City's Bicentennial Street Fair on Sunday 4/29. He also said that all the offices involved in the construction near Grimes and Walnut are working to reduce the impact that the road closures have on the community. Delaying the project will cost a third of a million dollars and will impact the school buses that rely on that intersection. CBU and 2 other offices have each spent \$30,000.00 to expedite the project.

PETITIONS AND COMMUNICATIONS: None.

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

Julie Roberts, President