

## UTILITIES SERVICE BOARD MEETING

September 17, 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 5:03 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, Jason Banach, Amanda Burnham, Jean Capler, and Sam Frank.

Staff members present: Cindy Shaw, Greg Nettleton, Jane Fleig, Nolan Hendon, Michelle Waldon, Brandon Prince, James Hall, Mike Hicks, Brad Schroeder, Chris Wheeler, Holly McLaughlin, Laura Pettit, and Vic Kelson.

### MINUTES

**Board member Banach moved and Board member Capler seconded the motion to approve the minutes of the September 4<sup>th</sup> meeting. Motion carried, 5 ayes (2 members absent: Sherman and Ehman).**

### CLAIMS

**Banach moved and Capler seconded the motion to approve standard claims as follows:**

Vendor invoices submitted included \$343,822.19 from the Water Utility, \$188,787.84 from the Wastewater Utility, and \$5,800.77 from the Stormwater Utility. Total Claims approved: \$538,410.80.

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

Board member Burnham asked if Bruce Wilds security was 24 hours; staff answered in the affirmative.

**Banach moved and Capler seconded the motion to approve the ACH claims as follows:**

Vendor invoices submitted included \$200,589.10 from the Water Utility; \$0.00 from the Wastewater Utility; and \$0.00 from the Stormwater Utility. Total Claims approved, \$200,589.10.

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

**Banach moved and Capler seconded the motion to approve the utility claims as follows:**

Utility invoices submitted included \$99,229.77 from the Water Utility, \$88,280.34 from the Wastewater Utility, and \$0.00 from the Stormwater Utility. Total Claims approved: \$187,510.11.

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

**Banach moved and Capler seconded the motion to approve the wire transfers and fees in the amount of \$428,456.17. Motion carried, 5 ayes (2 members absent: Sherman and Ehman).**

**Banach moved and Capler seconded the motion to approve customer refunds as follows:**

Vendor invoices submitted included \$11.45 from the Water Utility, \$337.48 from the Wastewater Utility, \$0.81 from the Stormwater Utility, and \$0.00 from Sanitation. Total Claims approved: \$349.74.

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

### APPROVAL OF CONSENT AGENDA

**Banach moved and Capler seconded the motion to approve consent agenda. Motion carried, 5 ayes (2 members absent: Sherman and Ehman).**

Staff recommended approval of the following items: Air Master - \$6,270.00 - Replace valve and recharge Freon at DRWWTP, B&L Sheet Metal - \$6,000.00 - On Call Services, Bloom Environmental - \$13,725.00 - Mold clean up Washington St Storage, Brehob - \$13,225.00 - Install air compressors at MWTP, Cassady - \$15,000.00 - On Call Services, Cassady - \$170.00 - Reset breaker at MWTP, Cassady - \$2,439.43 - Repair sludge pump at MWTP, Cassady - \$255.00 - Repair fan at MWTP, Commercial Service - \$2,493.00 - Repair Freon line at MWTP, Control Freaks - \$123.60 - SCADA at BPWWTP, Control Freaks - 333.60 - Inspect grit auger at BPWWTP, Cornwell - \$148.00 - Inspect phone system failure at MWTP, Cummins - \$6,594.66 - Fieldstone lift station generator repair, Hach - \$1,976.00 - Calibration on analyzers at MWTP, Ingersoll Rand -

\$1,537.89 - Repair Compressor at MWTP, Quality Repair - \$18,000.00 - On Call Services, R&S Plumbing - \$638.30 - Inspect gas leak at MWTP, R&S Plumbing - \$751.05 - Repair gas line at MWTP, Sterling - \$1,070.80 - Repair garage door at Service Center, Value Fence - \$2,725.00 - Repair gate at DRWWTP.

#### **REQUEST APPROVAL OF AGREEMENT FOR JANITORIAL SERVICES AT SERVICE CENTER**

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

CBU purchasing manager Cindy Shaw presented an agreement with SSW Enterprises LLC for janitorial services at the Service Center as well as other CBU facilities, including Monroe which had not been included in previous cleaning contracts. Contract goes from October 2018 to December 2019. It is for cleaning 3 days per week, as well as all supplies and paper products for \$102,538.80. Capler asked if contract had been part of the board packet; staff answered that it was in the Dropbox file shared with board. Roberts thanked Shaw for very thorough memo.

#### **REQUEST APPROVAL OF AGREEMENT WITH E&B PAVING FOR WATER MAIN REPLACEMENT PROJECT ARLINGTON ROAD**

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

CBU Engineer Greg Nettleton presented an agreement with E&B Paving for the water main replacement project on Arlington Road and Hickory Lane after the September 4th resolution to award bid project. It will start as soon as possible.

#### **REQUEST APPROVAL FOR AGREEMENT with gray matter for scada system improvements**

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

CBU engineer Mike Hicks presented an agreement with Gray Matter for SCADA system improvements for \$70,480.00. The current system is that each plant and the Service Center have an independent system. The proposed improvements would bring all data back to a central server at the Service Center. All team members would be able to view data from any device via the web, it would give operators at the plants or employees in the field mobility to work off devices, and bring CBU into current technology.

**OLD BUSINESS:** None.

**NEW BUSINESS:** None.

**SUBCOMMITTEE REPORTS:** Banach reported for the Property & Planning meeting which met today at 4:15. Mercury Remediation continues at the decommissioned Griffy plant. The subcommittee recommends approval for expansions to the scope of the VET contract to address the evolving needs of the cleanup. CBU staff is meeting with IDEM this week and doing groundwater testing. There will be an update at another subcommittee meeting in 2 weeks.

**REQUEST APPROVAL OF 3<sup>rd</sup> AMENDMENT TO GRIFFY AGREEMENT WITH VET**

***Banach moved and Capler seconded the motion to approve amendment; motion carried, 5 ayes (2 members absent: Sherman and Ehman).***

CBU Assistant Director - Engineering Brad Schroeder presented the third amendment to an agreement with VET Environmental for remediation at the decommissioned Griffy water treatment plant. This additional scope of work is \$298,288 to characterize and remove more mercury and sample and characterize soil and groundwater samples from around the property to determine if there is contamination away from the building.

**STAFF REPORTS:** Assistant Director - Finance Pettit reported that CBU is working with the City Controller on sole source document to fund the Advanced Metering Infrastructure project which will be a lease-purchase agreement. Schroeder reported that the bid documents for the bay stations and meters went out last Tuesday with a closing date of October 1. Implementation will occur in the 4<sup>th</sup> quarter of this year and CBU will be able to start using it immediately with the radio read meters that are currently in place. CBU Director Kelson reported that the filter study with Arcadis was completed and CBU has implemented some suggestions and is seeing good results. Interviews have been completed for Pretreatment Coordinator and Maintenance Coordinator at Monroe Water Treatment Plant.

**PETITIONS AND COMMUNICATIONS:** None

**ADJOURNMENT:** The meeting was adjourned at 5:15 p.m.

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Julie Roberts, President