

**AGENDA  
UTILITIES SERVICE BOARD MEETING**

Utilities Service Board Room  
City of Bloomington Utilities  
600 E. Miller Dr.  
Bloomington, Indiana 47402

Julie Roberts, President  
Jim Sherman, Vice President  
Jason Banach  
Amanda Burnham  
Jean Capler  
Jeff Ehman  
Sam Frank  
Terri Porter, ex-officio  
Jim Sims, ex-officio

**October 1, 2018**

**5:00 P.M. Regular Meeting**

- I. Call to Order
- II. Approval of the Minutes of Previous Meeting (Sept 17)
- III. Approval of the Claims
  - a. Standard Invoices
  - b. Utility Bills
  - c. Wire Transfers
  - d. Customer Refunds
- IV. Approval of Consent Agenda
  - a. Air Master - \$5,686.00 - Replace all thermostats at DRWWTP
  - b. Cornwell Communications - \$6,000.00 - On Call Services
  - c. Electric Plus - \$1,360.00 - BPWWTP non-potable pump
  - d. Koorsen - \$1,567.08 - Service Center smoke detectors
  - e. R&S Plumbing, Inc. - \$6,000.00 - On Call Services
  - f. Wylie's Floor - \$1,719.50 - BPWWTP floors
- V. Dillman Road WWTP Aeration Basin Improvements Bid opening - Phil Peden
- VI. Announcement of AMI RFP Respondents -Troy Powell
- VII. Request Approval Proposed Backflow Ordinance & Enforcement Plan - Rebekah Fiedler
- VIII. Request Approval for 1st Amendment to Core Projective Agreement - Chris Wheeler
- IX. Old Business
- X. New Business
- XI. Subcommittee Reports
- XII. Staff Reports
- XIII. Petitions And Communications\*
- XIV. Adjournment

\* Public comment will be limited to 5 minutes per person.

## 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

**UTILITIES SERVICE BOARD MOTION  
MEETING ON OCTOBER 01, 2018**

To:	Utilities Service Board	From:	Kim Robertson
Dept.		Dept.	Accounts Payable
Sub:	Claims list filed: 09/27/18	Date:	09/27/18
	USB: 10/1/2018		
	For Period: 09/01/18 - 09/14/18	<b>Paydate:</b>	<b>10/05/18</b>
	G/L Date: <b>10/05/18</b>		

Utilities Department invoices filed with the City Controller September 27, 2018 and signed by the Utilities Service Board for payment October 05, 2018 as in accordance with the Utilities Service Board Resolution of August 7, 1973, be hereby approved and entered into the minutes of today's meeting. A copy of the list is filed, with any exceptions noted, is hereby attached and made a part of these proceedings.

Water Operations & Maintenance	148,001.53
Water Construction	199.54
Water Meter Deposit	0.00
Water Sinking	0.00
Water Hydrant Meter Rental	0.00
 Total of Water Utilities as per the invoice list:	 \$148,201.07
 Wastewater Operations & Maintenance	 268,792.94
Wastewater Construction	.00
Wastewater Sinking	0.00
 Total of Wastewater Utilities as per the invoice list:	 \$268,792.94
 Stormwater	 6,193.43
Stormwater Construction	0.00
 Total of Stormwater Utility as per the invoice list:	 \$6,193.43
 <b>Total Water Utility:</b>	 <b>\$148,201.07</b>
 <b>Total Wastewater Utility:</b>	 <b>\$268,792.94</b>
 <b>Total Stormwater Utility:</b>	 <b>\$6,193.43</b>
 <b>TOTAL WATER, WASTEWATER &amp; STORMWATER UTILITIES</b>	 <b>\$423,187.44</b>

City of Bloomington Utilities  
Accounts Payable by G/L Distribution Report  
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Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Water Construction	Wastewater O&M	Stormwater O&M
1818 Apparel Co., INC	3434	ENG18-078 8' standard table throw & setup w/ CBU logo	265.00				265.00
Advanced Technologies in Electrical & Com (ATEC)	5696	PUR18-253 Relocate (2) CAT 6 cables in Admin & Eng conf rooms	1,280.00	512.00		768.00	
Air-Master Heating & Air Conditioning	COB1803	DM18-121 Repair TXV for admin A/C materials & labor	4,520.00			4,520.00	
Ali-Phase Electric Supply, INC	0740-577298	10 20amp fuses, connectors, cable cutter for high serv pump-MN	367.64	367.64			
All-Phase Electric Supply, INC	0740-578548	6 Heaters, 2 over load assy for Cedar Chase LS - LS, TD	417.26			417.26	
American Water Works Association	7001605221	ADMIN18-148 Financial Mgmt Conference - Laura Pettit	895.00	895.00			
Apparatus Service Corporation	30556	103L Calibration kit for bar screen room - BP	407.14			407.14	
Arndt Schimmelmann	TD18-365	Residential-Clear main line using sewer cable machine-3/23/18-TD	310.00			310.00	
Astbury Gabriel Corp (ESG Laboratories)	18013959	Testing - Digester grab @ Dillman WWTP - DR, OP	149.00			149.00	
Attn: Justin Cronin Indiana Railroad	ENG18-089	Application fee for railroad crossing permit, Eng review fee	2,500.00			2,500.00	
B&H Electric and Supply, INC	0325612	MN18-378 Spare motor for a hydroxide chemical pump	497.19	497.19			
BBC Pump And Equipment Company, INC	30049708	TD18-386 16 AWG 5 conductor STW type (35'x2); buna seals (20)	1,201.05			1,201.05	
BBC Pump And Equipment Company, INC	30049751	TD18-375 Pump seal kit #2 pump NW Park lift station	239.97			239.97	
Ben's Quarry, LLC	1011499	W18-4201 - #11 & #53 Stone - 8/20-8/24/18 - TD	199.54		199.54		
Biochem, INC	17312	440 Sulflight for belt press operation - BP	6,853.19			6,853.19	
Biochem, INC	17313	K 144L Praesol polymer for belt press - BP	8,459.26			8,459.26	
Black Lumber Co. INC	377282	Paint brushes, buckets, stir sticks to paint fire hydrants - TD	34.04	34.04			
Bloomington Paint & Wallpaper Co	00396323	White paint, misc sizes of brushes, thinner - BP	880.71			880.71	
Bloomington Paint & Wallpaper Co	00397069	2 gal Light gray paint, 2 rustoleum gray, 2 paint thinner - BP	164.58			164.58	
Brehob Corporation	725535	MN18-369 Unloader for an air compressor in the TP bldg	215.15	215.15			
Brehob Corporation	726115	MN18-269 Manchester 660 Gal horizontal tank	3,875.00	3,875.00			
Brenntag Mid-South, INC	BMS081255	Sodium hydroxide - 11.5444 @ 625.00 delivered 09/01/18 - MN	7,215.25	7,215.25			
Brenntag Mid-South, INC	BMS085280	Robin 120 polymer - 4,600 @ 1.0870 delivered 09/07/18 - MN	5,000.20	5,000.20			
Bruce Wilds Security, LLC	10858	24/7 Security of Griffy Plant Grounds - 08/25-08/31/18 - GR, PUR	4,956.00	4,956.00			
Bruce Wilds Security, LLC	10860	24/7 Security of Griffy Plant Grounds - 09/01-09/14/18 - GR, PUR	10,062.00	10,062.00			

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Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Water Construction	Wastewater O&M	Stormwater O&M
California State University, Sacramento	0000006683	MN18-353 Vol. 2 WTP Specialist Cert Program-S. Ira	912.00	912.00			
California State University, Sacramento	0000006702	MN18-354 WTP Operation Cert Program-S.Tracey,T.Gholson,S.Medsker	2,736.00	2,736.00			
Cassady Electrical Contractors, INC	15108	MN18-299 Reconnect HVS to sludge pump re collapse of sludge pond	2,439.43	2,439.43			
Cassady Electrical Contractors, INC	15287	MN18-381 Reset lever on 480 volt breaker	170.00	170.00			
Chemtrade Chemicals Corporation	92460509	Alum - 11.159 @ 434.00 delivered 09/04/18 - MN	4,843.01	4,843.01			
Chemtrade Chemicals Corporation	92460510	Alum - 10.972 @ 434.00 delivered 09/06/18 - MN	4,761.85	4,761.85			
Chemtrade Chemicals Corporation	92466250	Alum - 10.940 @ 434.00 delivered 09/12/18 - MN	4,747.96	4,747.96			
Cintas First Aid & Safety #2	5011659667	Restock first aid cabinet @ Dillman WWTP - 09/07/18 - DR	125.72			125.72	
Cintas First Aid & Safety #2	5011781605	Restock first aid cabinet @ Monroe WTP - 09/13/18 - MN	117.61	117.61			
City Of Bloomington Utilities	ACCT18-081	Replenish petty cash drawer - Receipt #1594-1597 - ACCT	125.00			125.00	
Core & Main, LP	J335476	PUR18-288 - F1-514-75-SH RPR Clamp SINGL/BAND	556.60	556.60			
Core & Main, LP	J407221	Credit - PUR18-288 - F1-514-75-SH RPR Clamp SINGL/BAND	(556.60)	(556.60)			
Core & Main, LP	J452922	PUR18-345 24 x 24 meter pits (10)	524.10	524.10			
Core & Main, LP	J453621	PUR18-346 2" ball corp; 4x2" service saddle	293.83	293.83			
Core & Main, LP	J473168	TD18-366 8" HDPE to clean grit out of pit at DR (40')	172.40			172.40	
Cosner's Ice Company	224001296	125 Bags of ice delivered 09/12/18 - TD	181.25	72.50		99.69	9.06
Creative Graphics, INC (dba Baugh Enterprises)	5212	"FOG" magnets, "PROTECT OUR PIPES" lid & bags - DIR	1,730.00			1,730.00	
Creative Graphics, INC (dba Baugh Enterprises)	5222	Domestic septage tickets, Grease waste tickets - CS	900.00			900.00	
Donohue & Associates INC	12594-20	D14-80 - Jordan River Culvert Reconstruction to 08/04/18 - ENG	3,294.95				3,294.95
Donohue & Associates INC	12594-21	D14-80 - Jordan River Culvert Reconstruction to 09/08/18 - ENG	1,235.00				1,235.00
Eco-Infrastructure Solutions, INC	10530	4 3-pin male to 6-pin female pigtales for truck #550 - TD	453.49			453.49	
Electric Plus, INC	19614	DM18-122 Replace electrical feed (North Large Overflow)	1,475.63			1,475.63	
Electrical Maintenance & Testing, INC	I18094-1	DM18-055 Repr #1 blower starter switching & troubleshooting	1,250.00			1,250.00	
Ellen Bergan	SV636724523668	ADMIN18-151 Reimbursement for background check fee	18.00	7.20		10.80	
Eurofins Eaton Analytical, INC	S298349	Haloacetic acids, Trihalomethanes testing @ Dillman LAB, DR	1,710.00	1,710.00			

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Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Water Construction	Wastewater O&M	Stormwater O&M
Eurofins Eaton Analytical, INC	5311721	Testing - SOC 525.2 analysis for drinking water - LAB, DR	260.00	260.00			
Everett J Prescott, INC	5424925	PUR18-310 Meter pits; valve box risers; service saddles	5,394.00	5,394.00			
Everett J Prescott, INC	5429853	TD18-320 Mtr adapt; expansion connections; mtr gaskets	5,826.02	2,330.41		3,495.61	
Everett J Prescott, INC	5434428	TD18-320 Expansion connections; mtr adapt (pair) A47	1,056.78	422.71		634.07	
Everett J Prescott, INC	5440919	TD18-320 Handle SB wrench pent; mtr lid key wrench MBK-1	343.06	137.22		205.84	
Fastenal Company	INBLM207852	4 Lift straps, 2 5/8" devis, 2 lifting chains - MN	391.67	391.67			
Fastenal Company	INBLM208018	Restock supplies in machine - 09/10/18 - PUR	158.22	74.14		84.08	
Fastenal Company	INBLM208123	Restock supplies in machine - 09/14/18 - PUR	347.96	150.56		197.40	
First Financial Bank / Credit Cards	13810	PUR18-351 Registration WEFTEC 2018 - James Hall	950.00	950.00			
First Financial Bank / Credit Cards	9000569296	PUR18-351 Membership & registration WEFTEC 2018- J. Hall	175.00	175.00			
First Financial Bank / Credit Cards	1783636, 1782460	ADMIN18-149 Effective Utility Mgmt Sem. - V. Kelson & B. Prince	990.00	990.00			
First Financial Bank / Credit Cards	32L8WTQB Ack #	PUR18-352 Lodging 3 nights Sensus conf. - Kenny Johnson	856.80	342.72		514.08	
First Financial Bank / Credit Cards	32L95DQ8 Ack #	PUR18-358 Lodging Sensus Reach 2018 Conference - B. Prince	806.40	322.56		483.84	
First Financial Bank, N.A.	S18-6202 #2	S18-6202-Retainage-Blucher Screening Equip Repl 08/31/18 - ENG	19,450.00			19,450.00	
Fisher Scientific Company, LLC	2322193	1 cs Microscope slides, 1 cs cover glass for slides - MN	1,051.23	1,051.23			
Flosource, INC	85546	PUR18-337 PMV Model D3XNU-D23PVA-Z4XX Effluent valve control	3,048.98	3,048.98			
Gregory Fritz Grabner (Frontier Geospatial, LLC)	296	WS18-20602 - Esri ArcGIS service agreement (GIS Consulting) -DIR	10,575.00	4,230.00		6,345.00	
HACH Company	11063275	MN18-325 Sample vials; ferric ion soln; mercuric thiocyanate sol	437.85	437.85			
HACH Company	11073360	MN18-325 Process vials (6); Item#LZY834	201.30	201.30			
Halliday Products, INC	00060499	BP18-159 Parts for V4A telescopic valve	78.45			78.45	
HD Supply Facilities Maintenance - (USA Bluebook)	665041	BP18-158 Safety glasses; flask brush; thermometer; moist fltrs	471.00			471.00	
HD Supply Facilities Maintenance - (USA Bluebook)	670307	DR18-078 CorePro Jr. 15' sampler; 3 sections (4)	412.11			412.11	
HD Supply Facilities Maintenance - (USA Bluebook)	671331	DM18-136-A AS950 Aux Input Cable 9ft., 7-pin connector	157.05			157.05	
HD Supply Facilities Maintenance - (USA Bluebook)	673083	TD18-360 Meter reading tube with brush (8)	616.13	246.45		369.68	
HD Supply Facilities Maintenance - (USA Bluebook)	679734	ADMIN18-146 Covered rubber hoses (2); Mars thrust buster	1,486.83	1,486.83			
Heritage-Crystal Clean, INC	15297950	BP18-164 Remove used oil 220 gals	246.40			246.40	



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Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Water Construction	Wastewater O&M	Stormwater O&M
Hoosier Workwear Outlet, INC	347910	1 Pair of rubber boots for J Brothers - SW, TD	124.99				124.99
Hylant of Indianapolis, LLC	193223	Fees for surety bonds-446 & E Falls Creek Dr Water Main Ext-ACCT	250.00	250.00			
Indiana Door & Hardware Specialties, INC	3102AA	PUR18-342 Door handles for T&D lunch room	216.00	86.40		129.60	
Indiana Underground Plant Protection Service, INC	72551	Monthly per ticket fee for line locates - 07/01-07/31/18 - TD	2,133.70	853.49		1,280.21	
Indiana University Health Bloomington, INC	00079393-00	Hep B vaccine, Admin toxoid single - 1 Blucher employee 08/16-BP	121.00			121.00	
Indiana University Health Bloomington, INC	00079992-00	Hep B vaccine, Admin toxoid single for 1 TD employee 08/27-TD	121.00	48.40		72.60	
Indiana University Health Bloomington, INC	00080445-00	Drug screen DOT 5 panel, PE DOT 1 T&D employee 09/05/18-TD	135.00	54.00		81.00	
Industrial Service & Supply, INC	54139	4 Clamps, cam-locks, hose, adpt for suction hose - MN	285.52	285.52			
Irving Materials, INC	10608343	Concrete - Sewer @ E 7th Street - TD	228.00			228.00	
Irving Materials, INC	10610647	Concrete - Water line @ 1205 E Fairwood Dr - TD	210.00	210.00			
Irving Materials, INC	10611311	Concrete - Water line @ Benson Court - TD	426.00	426.00			
JCI Jones Chemicals, INC	768408	Sodium hypochlorite - 4,555 @ .7960 delivered 09/05/18 - MN	3,625.78	3,625.78			
JCI Jones Chemicals, INC	768608	Sodium hypochlorite - 3,797 @ .7960 delivered 09/06/18 - DR	3,022.42			3,022.42	
JCI Jones Chemicals, INC	768899	Sodium hypchlorite - 4,579 @ .7960 delivered 09/10/18 - MN	3,644.89	3,644.89			
JCI Jones Chemicals, INC	769109	Sodium hypchlorite - 4,654 @ .7960 delivered 09/12/18 - MN	3,704.59	3,704.59			
Jeffrey Fang	SV636722697796	ADMIN18-147 Reimbursement background check fees	18.00	7.20		10.80	
John Deere Financial (Rural King)	JRNL#B71005/62	36 lbs of barn lime for odor control - DR	89.64			89.64	
John Deere Financial (Rural King)	JRNL#B75185/62	Chain saw chain - SW, TD	12.99	5.20		7.14	.65
John Deere Financial (Rural King)	JRNL#B75959/62	Rubber boots for T Zimmerman & D Abram, flashlight - TD	249.91			249.91	
John Deere Financial (Rural King)	JRNL#B76743/62	3 Pair of rubber boots for flushing crew - TD	299.94	299.94			
John Deere Financial (Rural King)	JRNL#B82346/62	5 Bags of grass seed - stock - SW, TD	349.95	139.98		192.47	17.50
John Deere Financial (Rural King)	JRNL#B83857/62	8' Gate for Ridgeline lift station - LS, TD	64.99			64.99	
John Deere Financial (Rural King)	JRNL#B85548/62	Grass trimmer, 2cycle oil, wood blade, helmet, chain sharpen-SW, TD	503.83				503.83
John Deere Financial (Rural King)	JRNL#B85744/62	2 Flashlights for trucks #689 & #528 - TD	59.98	23.99		35.99	
John Deere Financial (Rural King)	JRNL#L64282/62	Chain saw, chain, chaps, eye/hearing protection - SW, TD	546.87				546.87
Joseph G. Pollard Co., INC (Pollardwater)	0118534	ADMIN18-145 Harrington 2-1/2" standard hydrant ball valve (2)	498.83	498.83			
K&S Rolloff, INC	38867	Removal of debris from hill area @ Service Center - 08/23/18 -SC	259.14	103.66		155.48	

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Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Water Construction	Wastewater O&M	Stormwater O&M
Kirby Risk Corp	S109937405.002	Misc couplings, seal, pipe strap & parts for flow sensor - DR	58.66			58.66	
Kirby Risk Corp	S109937405-001	20' Rigid 1/2" conduit pipe - DR	45.57			45.57	
Kirby Risk Corp	S110014919.001	70' PVC 1/2" SCH 40 NM Conduit for lighting - DR	14.16			14.16	
Kirby Risk Corp	S110014919.002	20' Non metallic 1/2 cut reel, conduit bodies, liquid tight-DR	22.39			22.39	
Kirby Risk Corp	S110014919.003	500' 12-19 SD CU THHN-THWN-MTW-AWM wire - DR	62.51			62.51	
Kirby Risk Corp	S110024435.001	100 amp breaker to replace bar breaker on aerator control - DR	599.00			599.00	
Kirby Risk Corp	S110027197.001	Amet submersible level transmitter for raw pump station - DR	952.08			952.08	
Kirby Risk Corp	S110031417.001	LED replacement light for front of plant - MN	424.68	424.68			
Kirby Risk Corp	S110033531.001	LED spot light for flag pole, hardware - MN	392.00	392.00			
Kirby Risk Corp	S110040396.001	Nylon cords, reflex stripper to install LED lights @ Monroe - MN	54.34	54.34			
KMP Hydrant Services, LLC	1595	W18-4215 - 538 Hydrant Maint & Capacity testing - ENG	17,216.00	17,216.00			
Koorsen Fire & Security, INC	4542895	Fire alarm monitoring @ Service Center - 10/01-12/31/18 - SC	97.89	39.16		58.73	
Kroger Limited Partnership I	137170	1 cs bottled water - Dillman was on boil order - DR	5.00			5.00	
Lawson Products, INC	9306071359	Misc elbows, nipples, hole cutter kit, funnel, cleaner - BP	457.98			457.98	
Lawson Products, INC	9306075015	Drill bit set, cut-off whlgravity assort, blades, drill bits -DR	672.56			672.56	
Lawson Products, INC	9306078395	Rethreading tap & die set 40 pc - BP	143.12			143.12	
Lawson Products, INC	9306096409	2 Fix-a-thred insert - DR	47.61			47.61	
Mark Osborne (Control Freaks Consulting)	132Inv-MN18-184	MN18-184 Issue low service #3 control panel - 1 hr labor	105.00	105.00			
Mark Osborne (Control Freaks Consulting)	157Inv-DM18-128	DM18-128 Battery for SLC5-05 memory	296.80			296.80	
Mark Osborne (Control Freaks Consulting)	159Inv-MN18-392	MN18-392 Identify wires in pump HSP #2	105.00	105.00			
Menards, INC	3566	Battery jump pack, white locate flags, keyring & misc - MN	181.71	181.71			
Menards, INC	4387	Wiper blades, valves for sump pump, washer fluid - MN	77.32	77.32			
Menards, INC	5346	4" test ball/line plug, shower curtain, sponges, hooks, soap-MN	81.87	81.87			
Menards, INC	5361	Pails, lighter, adapter & bit set, 3/8" ring, metal cut-off - BP	54.61			54.61	
Monroe County Government	092018-COBU	Misc copies made - 08/03-08/24/18 - ENG	54.00	21.60		32.40	
Monroe County Tire & Supply, INC	037640	PUR18-363 Repair backhoe unit #653 Monroe	401.90	401.90			
New Pig Corporation	22559067-00	ADMIN18-138 Oil-only truck spill kit in tote bag	914.24			914.24	

City of Bloomington Utilities  
Accounts Payable by G/L Distribution Report  
Paydate: 10/05/18

Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Water Construction	Wastewater O&M	Stormwater O&M
Nolan Hunt Hendon	ADMIN18-144	Reimbursement for MCCSC Background Check - DIR	18.00	7.20		10.80	
Nugent, INC (Utility Supply Company)	1263058	TD18-326 Repair metal detector	177.99	71.20		106.79	
Office Depot, INC	163517886001	Boise paper - DR	53.64			53.64	
Office Depot, INC	177255372001	10' Premium USB cable for lab - MN	9.39	9.39			
Office Depot, INC	177255373001	Mechanical pencils - MN	27.98	27.98			
Office Depot, INC	183981116001	Dual storage clip board & red ink pens - SW, TD	19.72	7.89		10.85	.98
Office Depot, INC	184886552001	Vinyl-coated gem clips #1 - ACCT	5.79	2.32		3.47	
Office Depot, INC	184886553001	Vinyl-coated jumbo clips assorted colors - ACCT	10.49	4.20		6.29	
Office Depot, INC	185590807001	Black toner for lab printer - MN	81.00	81.00			
Office Depot, INC	185590808001	Mechanical pencils - MN	13.99	13.99			
Office Depot, INC	194600544001	3 128GB Flash drive - MN	167.07	167.07			
Office Depot, INC	194818435001	Steno books 6x9, manila file jackets 2" expansion - BC, ACCT	9.94	3.98		5.96	
Office Depot, INC	194818436001	Envelope letter openers - ACCT	25.95	10.38		15.57	
Office Depot, INC	196213902001	Pens, 1" binders, flexi binder, poly folders - MN	101.98	101.98			
Office Depot, INC	196213903001	Metal ruler - MN	5.79	5.79			
Office Depot, INC	198674588001	Discbound expansion discs 2" black - ACCT	2.52	1.01		1.51	
Office Depot, INC	198674589001	Tul retractable gel pens needle point - ACCT	6.99	2.80		4.19	
Office Depot, INC	198674591001	Alliance rubber bands size #31 - BC, ACCT	19.98	7.99		11.99	
Office Depot, INC	200064072001	Polyester industrial label tape - MN	155.34	155.34			
Office Depot, INC	200064073001	Double sided tape - MN	8.19	8.19			
Office Depot, INC	530198779735018	Sharpies, highlighters, gel pens assorted, & violet - ACCT	31.97	12.79		19.18	
Ottenweller Contracting, LLC	S18-6202 #2	S18-6202 - Blucher Screening Equip Replacement to 08/31/18 - ENG	175,050.00			175,050.00	
Pace Analytical Services, INC	1850093891	1631 E Mercury testing @ Dillman for NPDES Permit - LAB, DR	540.00			540.00	
Richard's Small Engine, INC	317282	G'box asy deck drive & misc parts for Scag mower - DR	962.42			962.42	
Rogers Group, INC	0071167156	Misc Stone - Stock & storm - 8/29-8/30/18 - SW, TD	437.24	133.42		200.14	103.68
Safeguard Business Systems, INC	033067089	BC18-019 Deposit tickets for cashiers	74.74	29.90		44.84	
Schaeffer Manufacturing Company	RW5588-INV1	Gear oil for gear boxes - DR	1,323.00			1,323.00	
Service Express INC	260618 CBU	CBU Portion - Dell PowerEdge - 10/01-12/31/18 - DIR	1,365.00	828.00		537.00	
South Central Community Action Program INC	2018-09	Admin expense for Assistance Program - August 2018 - ACCT	121.17	48.47		66.64	6.06
Stansifer Radio Co, INC	32327	Inverter, wire, 12v socket, connectors for truck #626 - TD	76.11				76.11
Sunbelt Rentals, INC	80824293-0002	Rental of 40' RT Scissor used to install siding shed-BP	1,728.54			1,728.54	
Sunbelt Rentals, INC	80824293-0003	Gas & supplies used to rent RT Scissor - BP	31.25			31.25	
Sunbelt Rentals, INC	81996654-0001	Saw blade for walk-behind saw - SW, TD	175.00	70.00		96.25	8.75

City of Bloomington Utilities  
 Accounts Payable by G/L Distribution Report  
 Paydate: 10/05/18

Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Water Construction	Wastewater O&M	Stormwater O&M
Synchrony Bank	954473666645	PUR18-342 Mosquito zappers (2)	33.98	13.59		20.39	
United Parcel Service, INC	0000430948368	Shipping charges - 09/05/18 - TD, MN, PUR	171.94	94.98		76.96	
Virtuoso Sourcing Group, LLC	25396	Collection agency fee - 09/06/18 - AR	61.02	24.41		36.61	
W.W. Grainger, INC	9894612119	ENG18-072 3M positioning/climbing harness, BLK, sz med	198.08	79.23		118.85	
Wessler Engineering, INC	32309	W18-4217 - Monroe WTP Residuals Evaluation to 07/31/18 - ENG	33,000.00	33,000.00			
Young Trucking, INC	98541	Hauling sludge from Blucher WWTP - 08/31/18 - BP, OP	497.38			497.38	
Young Trucking, INC	98542	Hauling sludge from Dillman WWTP - 08/30/18 - DR, OP	6,265.57			6,265.57	
Young Trucking, INC	98658	Hauling sludge from Blucher WWTP - 09/07/18 - BP, OP	782.72			782.72	
Young Trucking, INC	98659	Hauling sludge from Dillman WWTP - 09/05/18 - DR, OP	3,627.97			3,627.97	
Grand total:			423,187.44	148,001.53	199.54	268,792.94	6,193.43

**UTILITIES SERVICE BOARD MOTION  
MEETING ON OCTOBER 1, 2018  
UTILITY BILLS**

To:	Utilities Service Board	From:	Kim Robertson
Dept.		Dept.	Accounts Payable
Sub:	Claims list filed: 09/26/18	Date:	09/26/18
	USB: 10/1/2018		
	For Period: 09/14/18 - 09/26/18	<b>Paydate:</b>	<b>09/26/18</b>
	G/L Date: <b>09/26/18</b>		

Utilities Department invoices filed with the City Controller September 26, 2018 and signed by the Utilities Service Board for payment September 26, 2018 as in accordance with the Utilities Service Board Resolution of August 7, 1973, be hereby approved and entered into the minutes of today's meeting. A copy of the list is filed, with any exceptions noted, is hereby attached and made a part of these proceedings.

Water Operations & Maintenance	6,470.30
Wastewater Operations & Maintenance	16,140.59
Stormwater	
<b>Total Water Utility:</b>	<u><u>\$6,470.30</u></u>
<b>Total Wastewater Utility:</b>	<u><u>\$16,140.59</u></u>
<b>Total Stormwater Utility:</b>	<u><u>\$0.00</u></u>
<b>TOTAL WATER, WASTEWATER &amp; STORMWATER UTILITIES</b>	<u><u>\$22,610.89</u></u>

City of Bloomington Utilities  
Accounts Payable by G/L Distribution Report  
Paydate: 09/26/18

Utility Bills

Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Wastewater O&M
AT&T	850788637 09/18	Long Distance Charges - Blucher Poole - Aug 2018 - BP	1.77		1.77
AT&T	8123347689 09/18	Service - Utilities - 09/07-10/06/18 - SC	159.22	63.69	95.53
AT&T Mobility II, LLC	8123600681 09/18	Service - Monroe maintenance - 08/12-09/11/18 - MN	58.84	58.84	
AT&T Mobility II, LLC	09/11/18 CBU	Service - All Utilities #287268772596x09192018 - 08/12-09/11/18	2,220.81	769.51	1,451.30
City Of Bloomington Utilities	09/02/18 CBU	Service - 08/01-09/02/18 - BP, DR, LS, SC	11,315.63	321.73	10,993.90
DirecTV, LLC	35040642235	Service - Blucher WWTP - 09/10-10/09/18 - BP	63.99		63.99
DirecTV, LLC	35053610335	Service - Monroe WTP - 09/12-10/11/18 - MN	63.99	63.99	
DirecTV, LLC	35053938257	Service - Dillman WWTP - 09/12-10/11/18 - DR	63.99		63.99
Duke Energy	41003538018 9/18	Service - 07/13 - 09/06/18 - BS, TD, LS	2,667.21	1,895.72	771.49
Duke Energy	09/26/18 CBU	Service - Aug - Sept 2018 - LS, BS, GR, SC, TD, WT	5,169.88	2,860.09	2,309.79
Smithville Telephone Co Inc	8128241616 09/18	Service - SE Pumping Station - 08/20-09/19/18 - BS	96.82	96.82	
Vectren	N0814658 09/18	Service - S Central BS - 08/07-09/07/18 - BS	17.00	17.00	
Vectren	N1035813 09/18	Service - Monroe WTP - 08/02-09/06/18 - MN	97.59	97.59	
Vectren	N1059811 09/18	Service - Dillman WWTP - 08/02-09/06/18 - DR	50.86		50.86
Vectren	N1078457 09/18	Service - Service Center - 08/07-09/07/18 - SC	546.29	218.52	327.77
Vectren	N1244359 09/18	Service - S Washington St Storage - 08/07-09/07/18 - SC	17.00	6.80	10.20

Grand total:

22,610.89      6,470.30      16,140.59

**WIRE TRANSFERS, FEES & PAYROLL FOR THE MONTH OF SEPTEMBER, 2018**

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INDIANA DEPARTMENT OF REVENUE \$0.00  
(SALES TAX - AUGUST, 2018)

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INDIANA DEPARTMENT OF REVENUE - RECEIPTS TAX \$0.00  
3RD QUARTER UTILITY RECEIPTS TAX

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NPC \$0.00  
CHARGE CARD FEES - AUGUST, 2018

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FIRST FINANCIAL \$0.00  
ACCOUNT ANALYSIS FEES - AUGUST, 2018

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GROSS PAYROLL \$310,549.55  
9/28/2018  
FICA TAX \$22,489.51  
9/28/2018

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**TOTAL \$333,039.06**

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**UTILITIES SERVICE BOARD MOTION  
MEETING ON OCTOBER 01, 2018  
CUSTOMER REFUNDS**

To: Utilities Service Board  
 Dept.  
 Sub: Claims list filed: 09/26/18  
 USB: 10/1/2018  
 For Period: 09/07/18 - 09/21/18  
 G/L Date: 10/05/18

From: Kim Robertson  
 Dept. Accounts Payable  
 Date: 09/26/18  
 Paydate: 10/05/18

Utilities Department invoices filed with the City Controller September 26, 2018 and signed by the Utilities Service Board for payment October 05, 2018 as in accordance with the Utilities Service Board Resolution of August 7, 1973, be hereby approved and entered into the minutes of today's meeting. A copy of the list is filed, with any exceptions noted, is hereby attached and made a part of these proceedings.

Water Operations & Maintenance	625.09
Wastewater Operations & Maintenance	112.74
Stormwater	0.00
Sanitation	0.00
<b>Total Water Utility:</b>	<b>\$625.09</b>
<b>Total Wastewater Utility:</b>	<b>\$112.74</b>
<b>Total Stormwater Utility:</b>	<b>\$0.00</b>
<b>Total Sanitation Department:</b>	<b>\$0.00</b>
 <b>TOTAL WATER, WASTEWATER &amp; STORMWATER UTILITIES</b>	 <b>\$737.83</b>



City of Bloomington Utilities  
 Accounts Payable by G/L Distribution Report  
 Paydate: 10/05/18

**CUSTOMER REFUNDS**

Vendor	Invoice No.	Invoice Description	Invoice Amount	Check No.	Reason for refund	Water Funds	Wastewater Funds	Stormwater Funds	Sanitation
Robert L Fuller	2854-001	Customer refund	\$625.09	25669	Overpaid on April 2017 bill, causing the account to obtain credits each month when they make their payments.	\$625.09			
Elijah I Hackett	17078-019	Customer refund	\$84.73	25670	Duplicate payment in error on Sept. final bill		\$84.73		
Ryan S Hamill	5100-019	Customer refund	\$28.01	25671	Overpayment on Sept. final bill		\$28.01		
			<u>\$737.83</u>			<u>\$625.09</u>	<u>\$112.74</u>	<u>\$0.00</u>	<u>\$0.00</u>

\$737.83



**MEMORANDUM**

**TO:** Controller & Mayor Hamilton  
**FROM:** Cindy Shaw, Utilities  
**DATE:** September 19, 2018  
**RE:** Request for Approval of Agreement for Services with Air-Master Heating & Air Conditioning, LLC

**Funding Source:** 010-65-950006-U62024

**Total Dollar Amount of Contract:** \$5,686.00

**Expiration Date of Contract:** October 31, 2018

**Department Head Initials of Approval:** *VK*

**Due Date For Signature:** September , 2018

**Record Destruction Date (Legal Dept to fill in):** 2028

**Legal Tracking #:** 18-410

**PREVIOUSLY REVIEWED BY & RETURN SIGNED CONTRACT TO THIS ATTORNEY:**

Chris Wheeler

**ATTORNEY IS TO RETURN SIGNED CONTRACT TO THIS DEPARTMENTAL EMPLOYEE:**

Cindy Shaw

**Summary of Contract:** Replacement of all thermostats at Dillman WWTP.



MEMORANDUM

**TO:** Chris Wheeler, Jeff Underwood, Mayor Hamilton  
**FROM:** Kim Alexander  
**DATE:** September 18, 2018  
**RE:** Request for Approval of On Call Services Agreement with  
Cornwell Communications, Inc.

**Funding Source:** 009-U01500 (\$2,400.00); 010-U10500 (\$3,600.00)

**Total Dollar Amount of Contract:** Not to Exceed \$6,000.00

**Expiration Date of Contract:** September 2019 w/three one year renewal options to 2022

**Department Head Initials of Approval:** *VAK*

**Due Date For Signature:** September 26, 2018

**Record Destruction Date (Legal Dept to fill in):** 2032

**Legal Department Internal Tracking (Legal Dept to fill in) #:** 18-559

**PREVIOUSLY REVIEWED BY & RETURN SIGNED CONTRACT TO THIS ATTORNEY:**

Christopher J. Wheeler

**ATTORNEY IS TO RETURN SIGNED CONTRACT TO THIS DEPARTMENTAL EMPLOYEE:**

Kim Alexander

**Summary of Contract:**

On call services for voice and data structured fiber optic cabling and video; business telephone, voice mail and paging services



**MEMORANDUM**

**TO: Controller**  
**FROM: Cindy Shaw, Utilities**  
**DATE: September 21, 2018**  
**RE: REQUEST APPROVAL FOR SERVICES AGREEMENT WITH ELECTRIC PLUS, INC.**

**Funding Source:** 010-64-950006-U62032

**Total Dollar Amount of Contract:** \$1,360.00

**Expiration Date of Contract:** September 30, 2018

**Department Head Initials of Approval:**

**Due Date For Signature:** August 29, 2018

**Record Destruction Date (Legal Dept to fill in):** 2028

**Legal Tracking #:** 18-485

**PREVIOUSLY REVIEWED BY & RETURN SIGNED CONTRACT TO THIS ATTORNEY:**

Chris Wheeler

**ATTORNEY IS TO RETURN SIGNED CONTRACT TO THIS DEPARTMENTAL EMPLOYEE:**

Cindy Shaw

**Summary of Contract:** Supply and install non-potable water pump, troubleshoot wiring harness to locate pump safe monitoring module, and confirm pump is now operational.



MEMORANDUM



**TO:** Controller  
**FROM:** Cindy Shaw, Utilities  
**DATE:** September 14, 2018  
**RE:** REQUEST APPROVAL OF AGREEMENT FOR SERVICES WITH  
KOORSEN FIRE & SECURITY, INC.

**Funding Source:** 009-52-900008-U62001  
010-52-950008-U62001

**Total Dollar Amount of Contract:** \$1,567.08

**Expiration Date of Contract:** November 30, 2018

**Department Head Initials of Approval:**

**Due Date For Signature:** September 26, 2018

**Record Destruction Date (Legal Dept to fill in):** 11/2028

**Legal Tracking #:** 18-532

**PREVIOUSLY REVIEWED BY & RETURN SIGNED CONTRACT TO THIS  
ATTORNEY:**

Chris Wheeler

**ATTORNEY IS TO RETURN SIGNED CONTRACT TO THIS DEPARTMENTAL  
EMPLOYEE:**

Cindy Shaw

**Summary of Contract:** Installation, programming, and testing of three (3) duct smoke detectors for City of Bloomington Utilities Service Center, located at 600 E. Miller Drive, Bloomington, IN, 47401.



MEMORANDUM

**TO:** Chris Wheeler, Jeff Underwood, Mayor Hamilton  
**FROM:** Kim Alexander  
**DATE:** September 18, 2018  
**RE:** Request for Approval of On Call Services Agreement with R&S Plumbing, Inc.

**Funding Source:** 009-U01500 (\$2,400.00); 010-U10500 (\$3,600.00)

**Total Dollar Amount of Contract:** Not to Exceed \$6,000.00

**Expiration Date of Contract:** September 2019 w/three one year renewal options to 2022

**Department Head Initials of Approval:** *VAZ*

**Due Date For Signature:** September 26, 2018

**Record Destruction Date (Legal Dept to fill in):** 2032

**Legal Department Internal Tracking (Legal Dept to fill in) #:** 18-558

**PREVIOUSLY REVIEWED BY & RETURN SIGNED CONTRACT TO THIS ATTORNEY:**

Christopher J. Wheeler

**ATTORNEY IS TO RETURN SIGNED CONTRACT TO THIS DEPARTMENTAL EMPLOYEE:**

Kim Alexander

**Summary of Contract:**

On call services agreement



MEMORANDUM

**TO: Controller**  
**FROM: Cindy Shaw, Utilities**  
**DATE: September 14, 2018**  
**RE: REQUEST APPROVAL OF AGREEMENT FOR SERVICES WITH WYLIE'S FLOOR COVERING, INC.**

**Funding Source:** 010-U10500/S18-6205

**Total Dollar Amount of Contract:** \$1,719.50

**Expiration Date of Contract:** October 31, 2018

**Department Head Initials of Approval:** *CS*

**Due Date For Signature:** September 26, 2018

**Record Destruction Date (Legal Dept to fill in):** 10/2028

**Legal Tracking #:** 18-541

**PREVIOUSLY REVIEWED BY & RETURN SIGNED CONTRACT TO THIS ATTORNEY:**

Chris Wheeler

**ATTORNEY IS TO RETURN SIGNED CONTRACT TO THIS DEPARTMENTAL EMPLOYEE:**

Cindy Shaw

**Summary of Contract:** Prepare for and apply all finish coats of new flooring at Blucher Poole WWTP, located at 5555 N. Bottom Road, Bloomington, IN, 47404.

## **Chapter 9.24 STANDARDS FOR THE CONTROL OF BACKFLOW AND CROSS CONNECTIONS**

Sections:

**9.24.010 Purpose and authority**

**9.24.020 Responsibility**

**9.24.030 Definitions**

**9.24.040 Administration**

**9.24.050 Requirements and policy**

**9.24.070 Admission to property**

**9.24.070 Enforcement procedures**

**9.24.080 Exemptions**

**9.24.090 Right to appeal**



#### **9.24.010 Purpose and authority**

This title sets forth uniform requirements for users of the City of Bloomington Utilities' public potable water distribution system and enables the city to comply with all applicable state and federal laws, including the Federal Safe Drinking Water Act of 1974 (42 USC 300), the Indiana Administrative Code (IAC) 327 Section 8 Rule 10, and City of Bloomington Rules, Regulations and Standards of Service Section 17. The objectives of this title are:

- (a) To protect the City of Bloomington Utilities' public potable water supply from the possibility of contamination or pollution by isolating within the Customer's internal distribution system(s) or the Customer's private water system(s) such contaminants or pollutants which could backflow into the public water system;
- (b) To promote the elimination or control of existing cross connections, actual or potential, between the Customer's internal potable water system(s) and non-potable water system(s), plumbing fixtures and industrial piping systems;
- (c) To provide for the maintenance of a continuing Backflow Prevention Program of Cross Connection Control which will systematically and effectively prevent the contamination or pollution of all City of Bloomington Utilities' public potable water systems.

This title shall apply to all users of the City of Bloomington Utilities' public potable water distribution system. The title provides for monitoring, compliance, and enforcement activities; requires user testing and reporting; and establishes administrative review procedures.

#### **9.24.020 Responsibility**

The Utilities Director shall be responsible for the protection of the City of Bloomington Utilities' public potable water distribution system from contamination or pollution due to the backflow of contaminants or pollutants through the water service connection. If, in the judgment of the Utilities Director an approved backflow prevention assembly is required at the Customer's water service connection for the safety of the water system, the Utilities Director, or his designated agent, shall give notice to said Customer to install an approved backflow prevention assembly(s) at each service connection on his premises. The Customer shall immediately install such an approved backflow prevention assembly(s) at the Customer's own expense; and, failure, refusal or inability on the part of the Customer to install, have tested and maintained said assembly(s), shall constitute grounds for penalties and fees, including discontinuing water service to the premises until such requirements have been satisfactorily met.

#### **9.24.030 Definitions**

As used in this title, the following words have the following meanings unless otherwise designated. Where words are not defined, they shall have the meanings provided in the City of Bloomington Utilities' "Rules, Regulations and Standards of Service."

"Approved" means accepted by the Utilities Director as meeting an applicable specification stated or cited in this title, or as suitable for the proposed use.

"Approval authority" means the Indiana Department of Environmental Management.

"Approved Backflow Prevention Assembly" shall mean an assembly that has been manufactured in full conformance with the standards established by the American Water Works Association

entitled: AWWA/ANSI C510-2007 *Standard for Double Check Valve Backflow Prevention Assemblies*; AWWA/ANSI C511-2007 *Standard for Reduced Pressure Principle Backflow Prevention Assemblies*; and, have met completely the laboratory and field performance standard of the Foundation for Cross connection Control and Hydraulic Research of the University of Southern California (USC FCCCHR) established in: "Standards of Backflow Prevention Assemblies", Chapter 10 of the most current edition of the *Manual of Cross connection Control*.

"Backflow" means the flow of water or other liquids, mixtures or substances, under positive or reduced pressure in the distribution pipes of a potable water supply from any source other than its intended source.

"Backflow Preventer or Backflow Prevention Device Assembly" means a device or means designed to prevent backflow or backsiphonage. Common backflow preventers include the following devices: air gap, reduced pressure principle device, double check valve assembly, pressure vacuum breaker, atmospheric vacuum breaker, hose bibb vacuum breaker, and barometric loop.

"City" or "CBU" means the City of Bloomington Utilities, Indiana, acting through its Utilities Service Board.

"Customer" means any person that receives water from City of Bloomington Utilities' public water supply.

"Customer service line" means the pipeline from the public water supply to the: (A) first tap, fixture, receptacle, or other point of customer water use; or (B) secondary source of supply or pipeline branch in a building.

"Customer water system" means all piping, fixtures, and appurtenances, including secondary sources of supply, used by a customer to convey water on his or her premises.

"Cross Connection" means any physical arrangement, including cross connection control devices not in working order, whereby a public water supply distribution system is directly connected, either continuously or intermittently, with any secondary source of supply, sewer, drain, conduit, pool, piping, storage reservoir, plumbing fixture, or other device that contains, or may contain, and is capable of imparting to the public water supply, contaminants, contaminated water, sewage, or other waste or liquid of unknown or unsafe quality. Fire line usage other than for fire suppression or testing shall be considered a cross connection unless determined otherwise. "Customer's water system" shall include those parts of the facilities beyond the termination of CBU's distribution system which are utilized in conveying potable water to points of use.

"Director" means the Director of the Utility or any duly authorized representative acting in his behalf.

"Distribution system" shall include the network of conduits used for the delivery of water from the source to the Customer's system including pumps, storage tanks, and appurtenances.

"Modified" means replacing and/or rearranging the customer water system.

"Person" means any individual, association, organization, partnership, firm, corporation or other entity recognized by law and acting as either the owner or as the owner's agent.

"Potable water" means a source of drinking water, as certified by the Approval Authority in accordance with state and federal regulations, which has been approved for human consumption.

"Premise" means a building, complex, golf course, median, or any other location that receives water provided by the City of Bloomington Utilities.

"Public potable water system" means a public water supply for the provision to the public of water for human consumption through pipes or other construed conveyances, if the system has at least 15 service connections or regularly serves at least 25 individuals daily at least 60 days per year. The term includes any collection, treatment, storage, and distribution facilities under control of the operator of the system and any collection or pretreatment storage facilities not under the control that are used primarily in connection with the system.

"Source" shall include all components of the facilities utilized in the production, treatment, storage, and delivery of water to the distribution system.

"User" means any person that receives water from a public potable water supply.

"Utility" means the City of Bloomington Utilities comprised of water, wastewater and stormwater utilities.

"Water Supplier's System" shall consist of the source facilities and the distribution system; and shall include all those facilities of the water system under the complete control of the Utility, up to the point where the Customer's system begins.

#### **9.24.040 Administration**

The Utility will operate a cross connection control program, to include the keeping of necessary records, which fulfills the requirements of the Indiana Department of Environmental Management's, Cross Connection Control Regulations, Indiana Administrative Code (IAC) 327 Section 8 Rule 10, and City of Bloomington Rules, Regulations and Standards of Service Section 17.

Except as otherwise provided herein, the Utilities Director shall administer, implement, and enforce the provisions of this title. Any powers granted to or duties imposed upon the Utilities Director may be delegated by the Utilities Director to a duly authorized city employee.

The Customer shall allow his premises to be inspected for possible cross connections and shall follow the provisions of the Utility's program and the Indiana Department of Environmental Management's Regulations if a cross connection is permitted.

#### **9.24.050 Requirements and policy**

- (a) No new or existing water service connection to any premise shall be installed or maintained unless the water supply is protected as required by City of Bloomington laws and regulations and this title. Service of water to any premises shall be discontinued by CBU if a backflow prevention assembly required by this title is not installed, tested and maintained, or if it is found that a backflow prevention assembly has been removed, bypassed, or if an unprotected cross connection exists on the premises. Service will not be restored until such conditions or defects are corrected by the Customer.

- (b) The Customer's water system shall be open for inspection or testing of cross connection control devices at all times to authorized representatives of CBU to determine whether unprotected cross connections or other structural or sanitary hazards, including violations of these regulations, exist. When such a condition becomes known, the Director may deny or immediately discontinue service to the premises by providing for a physical break in the service line until the Customer has corrected the condition(s) in conformance with the City of Bloomington statutes relating to plumbing and water supplies and the regulations adopted pursuant thereto.
- (c) An approved backflow prevention assembly shall also be installed on each service line to a Customer's water system after the water meter and immediately inside the building being served, before the first branch line leading off the service line, wherever the following conditions exist:
- (1) In the case of premises having an auxiliary water supply which is not or may not be of safe bacteriological or chemical quality and which is not acceptable as an additional source by the Director, the public water system shall be protected against backflow from the premises by installing an approved backflow prevention assembly in the service line(s) commensurate with the degree of hazard.
  - (2) In the case of premises that are designated cross connection hazards on which any industrial fluids or any other objectionable substance is handled in such a fashion as to create an actual or potential hazard to the public water system, the public system shall be protected against backflow from the premises by installing an approved backflow prevention assembly in the service line(s) commensurate with the degree of hazard. This shall include the handling of process waters and waters originating from CBU's system which have been subject to deterioration in quality.
  - (3) In the case of premises having either internal cross connections that can not be permanently corrected or protected against, or intricate plumbing and piping arrangements, or where entry to all portions of the premises is not readily accessible for inspection purposes, making it impracticable or impossible to ascertain whether or not dangerous cross connections exist, the public water system shall be protected against backflow from the premises by installing an approved backflow prevention assembly in the service line(s).
  - (4) In the case of premises where a cross connection has resulted in a contaminant being introduced into a public or Customer water system, the public water system shall be protected against backflow from the premises by installing an approved backflow prevention assembly in the service line(s).
  - (5) In the case of premises that have a land irrigation facility buried below ground that has a sprinkler outlet located less than 6 inches above grade, the public water supply shall be protected by installing an approved backflow prevention assembly in the service line.
  - (6) In the case of hydrant usage other than firefighting or flushing, the public water supply shall be protected by installing an approved backflow prevention assembly in the service line. Use of hydrants other than firefighting or flushing are prohibited, unless authorized by the Director.
- (d) The type of protective assembly required shall depend upon the degree of hazard which exists as follows:
- (1) In the case of any premises where there is an auxiliary water supply as stated in subsection (c)(1) of this section and it is not subject to any of the following rules, the public water system shall be protected by an approved air gap or an approved

reduced pressure principle backflow prevention assembly on the service line to the premise. In the case of surface water auxiliary supply, the public water system must be protected by an approved air gap on the service line to the premise.

- (2) In the case of any premises where there is water or substance that would be objectionable but not hazardous to health, if introduced into the public water system, the public water system shall be protected by an approved double check valve backflow prevention assembly as determined by CBU on the service line to the premise.
  - (3) In the case of any premises where there is any material dangerous to health, which is handled in such a fashion as to create an actual or potential hazard to the public water system, the public water system shall be protected by an approved air gap or an approved reduced pressure principle backflow prevention assembly on the service line to the premise.
  - (4) In the case of any premises where there are unprotected cross connections, either actual or potential, the public water system shall be protected by an approved air gap or an approved reduced pressure principle backflow prevention assembly at the service connection.
  - (5) In the case of any premises where, because of security requirements or other prohibitions or restrictions, it is impossible or impractical to make a complete in-plant cross connection survey, the public water system shall be protected against backflow from the premises by either an approved air gap or an approved reduced pressure principle backflow prevention assembly on each service line to the premise.
  - (6) In the case of any premises where there is an irrigation facility buried below ground that has a sprinkler outlet located less than six inches above grade, the public water supply shall be protected by an air gap, a pressure type vacuum breaker, or a reduced pressure principle backflow preventer on the service line to the premise.
  - (7) In the case of hydrant usage other than firefighting or flushing, the public water supply shall be protected by installing an air gap in the service line. Use of hydrants other than firefighting or flushing are prohibited, unless authorized by the Director.
- (e) Any backflow prevention assembly required herein shall be of a make, model and size approved by the Director and shall be installed in a location that allows access to the device for maintenance and testing from floor level without the use of a ladder. The device shall not be installed below ground grade level and must not be subject to flooding, excessive heat, or freezing temperatures.
- (f) It shall be the duty of the Customer at any premises where backflow prevention assemblies are installed to have a field test performed upon installation and thereafter at least once per calendar year. These tests shall be at the expense of the Customer and shall be performed by a cross connection control device inspector registered in the state of Indiana. These assemblies shall be repaired, overhauled or replaced at the expense of the Customer whenever said assemblies are found to be defective. Records of such tests, repairs, overhauls, and/or replacements shall be kept for a minimum of three years and submitted as determined by the Director to CBU within 30 days of testing.
- (g) All presently installed backflow prevention assemblies, which do not meet the requirements of this section but were approved devices for the purposes described herein at the time of installation and which have been properly maintained, shall, except for the field testing and maintenance requirements, be excluded from the requirements of these rules so long as the Director is assured that they will satisfactorily protect the public water supply. The backflow

prevention assembly shall be replaced by an approved backflow prevention assembly meeting the requirements of this section whenever:

- (1) The Customer service line is modified;
- (2) A higher capacity meter is installed;
- (3) The existing device is moved from the present location;
- (4) The existing device requires more than minimum maintenance;
- (5) The Director finds that the maintenance constitutes a hazard to health.

(h) The Director is authorized to make all necessary and reasonable rules and policies with respect to the enforcement of this ordinance.

#### **9.24.060 Admission to property**

Authorized personnel of the city shall have the right to enter upon all properties subject to this program, at all times and without prior notification, for the purpose of inspection, observation, or record review, as part of this title.

#### **9.24.070 Enforcement procedures**

In the event that any person violates any provision of this title, the Director shall implement the city's "Cross Connection Control Enforcement Response Plan" (ERP) which provides a range of enforcement responses available to the Director. The enforcement responses are based on the type and circumstances of the violation. The range of enforcement responses include telephone notice, site visit, notice of violation, agreed order, compliance schedule, administrative fine, or legal action. The Director shall choose the appropriate enforcement response.

#### **9.24.080 Exemptions**

Exemptions may be made at the Director's discretion.

#### **9.24.090 Right to appeal**

##### **Appeals.**

- (a) Any interested party may appeal any written order or ruling by the Director on any matter covered by this Chapter.
- (b) An appeal shall stay all enforcement activity pending issuance of the Utilities Service Board's written findings. This rule does not apply in any emergency situation.
- (c) All appeals shall include the following information:
  - (1) Appellant's name;
  - (2) Appellant's address;
  - (3) A copy of the Director's order or ruling being appealed; and
  - (4) Remedy being sought by appellant.

- (d) All appeals shall be delivered to the Utilities Service Board no later than fourteen days from receipt of the written order or ruling.
- (e) The matter shall be set for hearing either at a regular or special meeting of the Utilities Service Board.
- (f) The Utilities Service Board shall promptly issue its findings in writing. The decision of the Utilities Service Board shall be final.
- (g) Any appeal of the Utilities Service Board's final decision shall be filed with a court of competent jurisdiction no later than fourteen days from receipt of the Board's written findings.

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CITY OF BLOOMINGTON UTILITIES  
Bloomington, Indiana

CONTROL OF BACKFLOW AND CROSS CONNECTION  
ENFORCEMENT RESPONSE PLAN

Approved by the City of Bloomington, Indiana  
Utilities Service Board

                      
Date of Revision

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## Statement of Authority

This document is the City of Bloomington, Indiana Utilities' (CBU) Enforcement Response Plan (ERP) for the Backflow Prevention Program. Where applicable, this plan will be consulted in the event enforcement action against CBU's Customers becomes necessary.

This plan is to be consulted in the enforcement of local laws and regulations governing backflow and cross connection issues within CBU's water distribution system. Local laws and regulations are found in Title 9 of the "**Bloomington Municipal Code**" and in Section 17 of CBU's "**Rules, Regulations, and Standards of Service.**"

The City of Bloomington Utilities intends to adhere to these guidelines when appropriate; however, enforcement responses may differ from those specified in this plan when unusual or extenuating circumstances exist. Variance from these guidelines may depend upon considerations such as degree of variance from Backflow Prevention Rules, duration of violations, and the enforcement history of the violator. In no case shall this ERP be construed as to limit the enforcement discretion of CBU.

**Right of Appeal:** Any person or entity aggrieved by any enforcement action taken by the Director of CBU may appeal to the Utilities Service Board for relief. The appellant must file a written request outlining the nature of grievance within 14 days of being notified of CBU enforcement action. The appeal shall be directed to the President of the Utilities Service Board and mailed to P.O. Box 1216, Bloomington, Indiana, 47402-1216. Appeals may also be delivered to the Office of the Director, City of Bloomington Utilities, 600 E Miller Drive, Bloomington, Indiana, 47401.

**Other Governmental Enforcement Authority:** The Indiana Department of Environmental Management (IDEM) and the United States Environmental Protection Agency (USEPA) have separate and distinct authority to pursue entities that violate federal and state regulations. Nothing in this ERP shall be construed as to limit or diminish the enforcement authority of IDEM or USEPA. Both federal and state governments may pursue penalties against CBU and its Customers in the event that CBU fails to take appropriate enforcement action against violators.

## THE ENFORCEMENT PROCESS

Title 9 of the "**Bloomington Municipal Code**" and CBU's "**Rules, Regulations, and Standards of Service**" state that the Director of CBU, or his designee, is responsible for enforcement of CBU rules and regulations. CBU Director (hereafter the Director) shall carry out informal enforcement actions such as site visits administrative orders, compliance schedules, violation notices and administrative fines. In most cases, the Director relies upon the Backflow Prevention Program Manager and the program staff to fulfill this obligation. The Utilities Service Board (USB), upon the recommendation of the Director, directs enforcement actions that require legal action.

In responding to violations, the Director shall evaluate the response required by this ERP. In most instances, the ERP will provide uniform and equitable treatment to all violators. In special circumstances, the Director may vary from the ERP requirements.

This ERP outlines the type of noncompliance and the range of responses available to the Director. In promulgating the ERP, the City of Bloomington Utilities intends to accomplish four primary objectives:

1. The ERP shall recommend enforcement responses that are appropriate to the nature, severity, and impact of the violation.
2. The ERP shall promote uniform responses to violations.
3. The ERP shall serve as advance notice to CBU Customers that enforcement action is contemplated in the event rules are violated.
4. The ERP shall communicate the importance of adherence to federal, state, and local regulations.

## VIOALTION CATEGORIES

This ERP groups violations into four categories:

1. Testing or reporting violations.
2. Cross connection violations.
3. Compliance Schedule violations.
4. Violations detected through inspections.

## ENFORCEMENT RESPONSE ACTIONS

Typical enforcement response actions include telephone notices (TXN), site visits (SV), notice of violation letters (NOV), administrative orders (AO), issuing formal compliance schedules (CS), assessing administrative fines (AF), and taking legal action (LA) against chronic violators. These actions are more formally discussed below. All enforcement response actions require a response from the violator.

**Telephone Notices (TXN)** are utilized for very minor violations such as unintentional late testing or reporting. The TXN is used in situations when documentation is not necessary because no further action is expected.

**Site Visits (SV)** may be conducted in conjunction with a TXN or NOV. The purpose of a SV is to view the problem and to directly communicate the severity of the problem to the customer. A SV report is placed on file in the Backflow Prevention Program Manager's office.

**Notice of Deficiency (NOD)** letters are issued to CBU Customers when a violation is first observed. The NOD must clearly outline the nature of the violation and require a time-certain response from the customer.

**Notice of Violation (NOV)** letters are the most common enforcement response. A NOV must clearly outline the nature of the violation and require a time-certain response from the violator. Response time requirement may vary from twenty-four hours to thirty days. The Director may grant extensions of time to the required response period if the violator shows good cause and good faith effort to respond to and rectify a violation.

**Show Cause Hearing for Termination of Service (SC)** is issued to Customers for continued major and/or minor violations. Customers are provided a hearing by the Utility Service Board prior to termination of utility services if warranted unless in emergencies.

The Director may issue a **Compliance Schedule (CS)** to Customers who commit serious or on-going long-term violations. The typical CS will contain a formal schedule with progressive or simultaneous steps toward full compliance. The CS will normally be implemented over a 6 -12 month period. The Utility Service Board must approve Compliance Schedules for Customers in Significant Noncompliance status (SNC).

The Director may levy an **Administrative Fine (AF)** when he finds that lesser enforcement response techniques may have failed to bring violators into compliance. Administrative fines may range between \$1 and \$2,500 dollars per violation. Each day of noncompliance shall be considered a separate violation. The Director shall notify and consult with the IDEM Office of Water Management if an AF exceeds \$1,000. An AF may be levied in conjunction with an AO or a CS.

**Legal Action (LA)** shall be initiated against Users who violate the terms of any lower enforcement response requirement. LA is most often associated with violations of the terms of an AO or CS enforcement action. However, CBU reserves the right to utilize LA in any case deemed appropriate by the Utilities Service Board. LA may be used for several purposes including suits for injunctive relief, criminal or civil suits, terminations of service, etc. IDEM and USEPA Enforcement Divisions will be notified in instances where the USB initiates LA.

City of Bloomington Utilities Enforcement Response Plan for

**Testing or Reporting Violations**

Type of Violation	Circumstances	Range of Response
Failure to test backflow device	Isolated Recurring	TXN, NOV AF or NOV requiring compliance within 1-30 days
Failure to provide complete and adequate test reports	Isolated Recurring	TXN, NOV AF or NOV requiring compliance within 1-30 days
Falsification of test reports	Isolated Recurring	TXN, SV, or NOV, referral to IDEM NOV or AO requiring compliance within 1-30 days

**Cross Connection Violations**

Type of Violation	Circumstances	Range of Response
Failure to install required device after notice	Any instance	TXN, SV, NOV, SNC, AO, AF, CS requiring compliance within 1-30 days
Failure to prevent pollutants or contaminants from entering water supply	Any instance	TXN, SV, NOV, SNC, AO, AF, CS requiring compliance within 1-30 days
Booster Pump violation	Any instance	TXN, SV, or NOV requiring compliance within 1-30 days
Fire hydrant usage	Isolated Recurring	NOV, AF NOV, AF, LA
Fire line usage	Isolated Recurring	NOV, AF NOV or AO requiring compliance within 1-60 days

**Compliance Schedule Violations**

Type of Violation	Circumstances	Range of Response
Reporting false information	Any instance	AF; Terminate Service, referral to IDEM
Missed interim date	Any instance	NOV, CS, AF
Missed final date	Any instance	NOV, CS, AF

**Violations Detected through Inspections**

Type of Violation	Circumstances	Range of Response
Inadequate maintenance observed	Any instance	NOV requiring compliance within 1-30 days, CS, AF, LA
Harm to the public or environment observed	Any instance	AO; AF, LA; referral to IDEM
Evidence of intent / negligence observed	Any instance	CS, AF, NOV requiring compliance within 1-30 days
Entry denied or consent withdrawn	Any instance	Obtain warrant and return
Fire hydrant usage	Any instance	AF, LA, NOV requiring compliance within 1-30 days
Fire line usage	Isolated Recurring	NOV, CS, AF, or LA NOV, CS requiring compliance within 1-60 days

**AF**—Administrative Fine

**AO**—Administrative Order

**CS**—Compliance Schedule

**LA**—Legal Action

**NOV**—Notice of Violation

**SNC**—Significant Noncompliance

**SV**—Site Visit

**TXN**—Telephone Notice

If a Customer fails to timely respond to a NOV, the next level of enforcement will be taken.

**FIRST AMENDMENT TO AGREEMENT FOR PROFESSIONAL CONSULTING  
SERVICES**

**THIS AGREEMENT** is entered into on this \_\_\_ day of \_\_\_\_\_, 2018, by and between the City of Bloomington Utilities Department (hereinafter referred to as "City"), and Core Projective, LLC, (hereinafter referred to as "Consultant"),

**WITNESSETH:**

**WHEREAS**, the City and Consultant entered into an agreement for professional services with an effective date of May 15, 2018 ("Original Agreement"); and

**WHEREAS**, it is in the public interest that such services be extended to the end of the calendar year, 2018.


**NOW, THEREFORE**, in consideration of the mutual covenants herein contained, the parties hereto agree as follows:

1. Paragraph two of the Original Agreement entitled "Term" shall be amended to read as follows:  
  
    "**2. Term.** This Agreement shall expire on December 31, 2018."
2. The rest and remainder of the Original Agreement not otherwise amended herein shall remain in full force and effect.

**IN WITNESS WHEREOF**, the parties hereto have caused this Agreement to be executed on the date shown aside each signature below.

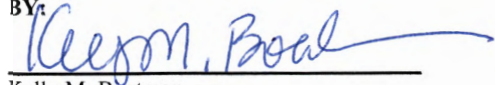
**CITY OF BLOOMINGTON  
BY:**

\_\_\_\_\_  
Julie Roberts, President  
Utilities Service Board

  
\_\_\_\_\_  
Vic Kelson, Director  
Utilities

**CORE PROJECTIVE, LLC**

**BY:**

  
\_\_\_\_\_  
Kelly M. Boatman  
CEO