

UTILITIES SERVICE BOARD MEETING

November 13, 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, Jean Capler, Jeff Ehman, and Sam Frank.

Staff members present: Cindy Shaw, Jane Fleig, Tom Axsom, Brad Schroeder, Nolan Hendon, Phil Peden, Rebekah Fiedler, Michelle Waldon, James Hall, Brandon Prince, Holly McLaughlin, and Vic Kelson.

MINUTES

Board Vice President Sherman moved and Board Member Frank seconded the motion to approve the minutes of the October 29th meeting. Motion carried, 5 ayes (2 members absent: Banach and Burnham). Ehman corrected an error to reflect that Frank was absent for the entirety of the 10/29/18 meeting.

CLAIMS

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

Vendor invoices submitted included \$318,059.69 from the Water Utility, \$341,297.70 from the Wastewater Utility, and \$8,927.26 from the Stormwater Utility. Total Claims approved: \$668,284.65.

Motion carried, 5 ayes (2 members absent: Banach and Burnham).

Ehman asked how many computers CBU bought from ParagonMicro for one claim (16 computers) and asked if the City had an enterprise license for Acrobat Pro; they do not.

Sherman moved and Frank 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: Banach and Burnham).

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

Utility invoices submitted included \$104,153.11 from the Water Utility, \$100,175.98 from the Wastewater Utility, and \$0.00 from the Stormwater Utility. Total Claims approved: \$204,329.09.

Motion carried, 5 ayes (2 members absent: Banach and Burnham).

Sherman moved and Frank seconded the motion to approve the wire transfers and fees in the amount of \$434,963.71. Motion carried, 5 ayes (2 members absent: Banach and Burnham).

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

Vendor invoices submitted included \$19.39 from the Water Utility, \$1,510.00 from the Wastewater Utility, \$0.00 from the Stormwater Utility, and \$0.00 from Sanitation. Total Claims approved: \$1,529.39.

Motion carried, 5 ayes (2 members absent: Banach and Burnham).

Ehman asked how Bryan Park Neighborhood Association was a customer; Waldon answered that the refund was for a hydrant meter rental.

APPROVAL OF CONSENT AGENDA

Staff recommended approval of the following items: BL Anderson - \$2,887.50 - Calibrate Flow Meters at MWTP, Wylie's Floor - \$580.00 - flooring at Service Center, and Frakes - \$15,000.00 - On Call Services. Nothing removed by Board; approved per staff recommendation.

REQUEST APPROVAL OF MOU WITH PLANNING & TRANSPORTATION FOR WALNUT

Sherman moved and Frank seconded the motion to approve memorandum. Motion carried, 5 ayes (2 members absent: Banach and Burnham).

This agenda item was moved up to accommodate staff. CBU Engineer Peden presented a memorandum of understanding between CBU and the City Planning and Transportation Department. The property where the water station project for bulk water sales is located has a concrete pad, structure onsite, and gravel driveway and parking area. Asphalt will be placed in Spring. As part of improving the property, P&T requires upgrades to the current sidewalk: extending it and adding ramps. The design and engineering has been completed by P&T; CBU is agreeing to cover \$24,000.00 of the cost of construction with this MOU.

REQUEST APPROVAL OF MOU WITH PLANNING & TRANSPORTATION FOR MITCHELL

Sherman moved and Frank seconded the motion to approve memorandum. Motion carried, 5 ayes (2 members absent: Banach and Burnham).

This agenda item was moved down to accommodate staff. CBU Engineer Fleig presented a memorandum of understanding between CBU and the City Planning and Transportation Department. City Council has approved a sidewalk project along Mitchell Street. CBU has received drainage complaints in this area and feels it is important to put in stormwater infrastructure where none currently exists. The sidewalk will be installed where the 1960s era water main is now. The MOU states that CBU will relocate the water main and pay up to \$45,000 for storm infrastructure. Public Works will repave the area.

REQUEST APPROVAL 1st AMENDMENT TO AGREEMENT FOR CONSULTING SERVICES KCI TECH

Sherman moved and Frank seconded the motion to approve amendment. Motion carried, 5 ayes (2 members absent: Banach and Burnham).

Peden presented an amendment to the agreement from 2016 for removal of Weimer Dam by KCI Technologies. As the project nears completion, engineers have been needed for consulting and have exceeded the allotted hours. The amended amount is \$14,240.00 making the new total \$138,856.00.

REQUEST APPROVAL OF RESOLUTION 2018-7

Sherman moved and Frank seconded the motion to approve resolution. Motion carried, 5 ayes (2 members absent: Banach and Burnham).

CBU Environmental Program Coordinator Fielder presented a resolution to award the Dillman Road Wastewater Treatment Plant Clarifier Launder Improvements project. At the last USB meeting, 3 bids were opened; Maddox was the lowest responsive and responsible bidder. Sherman asked if there were any concerns that their bid was significantly lower than staff estimate and the other 2 bids. Fielder responded that Maddox was the only bidder to actually look at the project and that staff evaluated their numbers and feel confident in them. Their bid was \$246,840.00.

REQUEST FOR APPROVAL OF 1st AMENDMENT TO AGREEMENT WITH BRUCE WILDS SECURITY, LLC

Sherman moved and Frank seconded the motion to approve amendment. Motion carried, 5 ayes (2 members absent: Banach and Burnham).

CBU Purchasing Manager Shaw presented an amendment to the agreement with Wilds Security for the Griffy plant. The original contract did not account for 6 weeks of emergency work completed before the contract started. This amount (\$14,240.00) covers that time. Roberts asked how much longer CBU anticipates needing 24/7 security. Hall (AD Environmental) said they are hoping to be done by the end of the year, but it is dependent on weather. If the water freezes, it becomes impossible to pump it out. The new total is \$117,000.00.

OLD BUSINESS: None.

NEW BUSINESS: None.

SUBCOMMITTEE REPORTS: A Finance subcommittee meeting was cancelled and will be rescheduled.

STAFF REPORTS: Peden said that the Clear Water Reduction workshop will be held in the CBU Board room on 12/4/18 in the late morning with lunch provided. It is a "big picture" meeting to discuss options for rules, ordinances, incentives, and rebates, as well as financial and political concerns. USB members, City Council members, CBU staff as well as other Department Directors, and the Office of the Mayor have all been invited. Ehman asked if I&I analysis data such as smoke test results could be provided before workshop.

CBU Director Kelson said that today was the United Way employee campaign kickoff. CBU is hoping to increase participation this year and Kelson encouraged the Board members to contribute.

The stormwater fee review is complete and will be the topic of the next Finance subcommittee meeting.

Kelson would like to schedule a Board retreat sometime after the Clear Water Reduction workshop.

The 36" main is still down at Walnut St Pike for construction. There was a major main break the previous Friday and water levels in storage tanks decreased as a result. Kelson gave a shout out to the T&D crews who worked through the night to repair the break and all the partners in the Operations and Engineering divisions, as well as IU, consecutive customers, and Office of the Mayor. There was no disruption of the IU football or basketball games, levels were back to normal by Sunday, and there were no water quality issues reported to CBU. Roberts said she was impressed by the communications across many channels and that this event highlights the necessity of the second 36" main.

PETITIONS AND COMMUNICATIONS: None.

ADJOURNMENT: Meeting was adjourned at 5:26 p.m.

Julie Roberts, President