

**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

**December 10, 2018**

**4:30 P.M. Finance Subcommittee Meeting**

- **Sherman**
- **Burnham**
- **Frank**
- **(Capler)**

- I. Call to order
- II. Request Recommendation of Resolution 2018-9
- III. Petitions and communications\*
- IV. Adjournment

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

**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

**December 10, 2018**

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

- I. Call to Order
- II. Approval of the Minutes of Previous Meeting (Nov 26)
- III. Approval of the Claims
  - a. Standard Invoices
  - b. Utility Bills
  - c. Wire Transfers
  - d. Customer Refunds
- IV. Approval of Consent Agenda
  - a. MOU with City of Bloomington ITS for GIS Base Map Project - \$16,800.00
  - b. DEQ - \$15,000.00 - On Call Services
  - c. Crowe - \$20,000.00 - On Call Services
- V. Fullerton Pike Phase II Water Main and Sanitary Sewer Relocation Bid Opening - Brad Schroeder
- VI. Request Approval of Agreement with EJP for AMI Base Station Installation - Brad Schroeder
- VII. Request Approval for MOU with Sensus for AMI Software and Support - Brad Schroeder
- VIII. Request Approval of Agreement with Wessler for Dillman WWTP Filter Controls - Mike Hicks
- IX. Request Approval for MOU with DTID Wolverine Pizza - James Hall
- X. Request Approval of Agreement with Greeley for Dillman Rd WWTP Permit Renewal - James Hall
- XI. Request Approval of Land Lease Agreement with Police and Fire Departments - Vic Kelson
- XII. Old Business
- XIII. New Business
- XIV. Subcommittee Reports - Finance
- XV. Request Approval of Resolution 2018-9 - Vic Kelson
- XVI. Staff Reports
- XVII. Petitions And Communications\*
- XVIII. Adjournment

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

## UTILITIES SERVICE BOARD MEETING

November 26, 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, Jason Banach, Amanda Burnham (arrived at agenda item III), Jean Capler, Sam Frank, and ex-officio Jim Sims.

Staff members present: Tom Axsom, Kevin White, Nolan Hendon, Cindy Shaw, Phil Peden, Mike Hicks, Brad Schroeder, Michelle Waldon, James Hall, Brandon Prince, Chris Wheeler, Holly McLaughlin, Laura Pettit, and Vic Kelson.

### MINUTES

***Board Vice President Sherman moved and Board Member Frank seconded the motion to approve the minutes of the November 13<sup>th</sup> meeting. Motion carried, 5 ayes (2 members absent: Ehman and Burnham).***

### CLAIMS

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

Vendor invoices submitted included \$517,505.36 from the Water Utility, \$406,576.96 from the Wastewater Utility, and \$13,156.57 from the Stormwater Utility. Total Claims approved: \$937,238.89.

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

Roberts asked how many miles of Arlington Road were asphalted with the invoice for \$395,000.00. CBU Assistant Director - Engineering Schroeder said that that was an invoice for the water main replacement project, not just the asphalt. Roberts also asked why it was billed under "construction" instead of "maintenance" and Schroeder said that was how Engineering classified the projects in the water main replacement program. Roberts also asked about the \$19,000 spent in "meters and parts" at 301 Curry Pike; CBU Engineer Peden said that was the address of a large industrial user- Cook Inc.

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

Utility invoices submitted included \$6,855.09 from the Water Utility and \$10,058.85 from the Wastewater Utility. Total Claims approved: \$16,913.94.

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

***Sherman moved and Frank seconded the motion to approve the wire transfers and fees in the amount of \$352,172.72 Motion carried, 6 ayes (1 member absent: Ehman).***

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

Vendor invoices submitted were \$434.78 from the Wastewater Utility. Total Claims approved: \$434.78.

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

### APPROVAL OF CONSENT AGENDA

Staff recommended approval of the following items: B L Anderson Co., Inc. - \$12,000.00 - On Call Services, Wylie's Floor - \$15,000.00 - On Call Services, Harrell-Fish - 909.38 - Make-Up Air Units in Press Building at DRWWTP. Nothing removed by Board. Board member Burnham asked if the Controller's Office was closer to coming up with a system for CBU to approve small contracts without bringing them to the Board. CBU Director Kelson said the consent agenda was the final system.

**REQUEST FOR APPROVAL OF AGREEMENT WITH MADDOX INDUSTRIAL GROUP INC FOR THE DILLMAN ROAD WASTEWATER TREATMENT PLANT CLARIFIER LAUNDER IMPROVEMENTS PROJECT**

***Sherman moved and Frank seconded the motion to approve agreement. Motion carried, 6 ayes (1 member absent: Ehman).***

CBU Capital Projects Manager Hicks presented an agreement with Maddox for the Dillman Road Wastewater Treatment Plant Clarifier Launder Improvements Project. Bids were opened and a resolution to award bid at previous Board meetings. The agreement amount is \$246,840.00.

**OLD BUSINESS:** None.

**NEW BUSINESS:** Kelson asked Board to approve Resolution 2018-8 to show support of the Advanced Metering Infrastructure project lease-purchase method. The AMI project was accounted for in the 2016 water rate increase, but the purpose of this type of funding is to speed up execution of the project and complete installation in one year instead of five. City Council will consider this proposal and plan to vote on it in December. Roberts asked why it is "new business" instead of an agenda item; Kelson said CBU only learned today of Council's request for a resolution showing USB approval of this method. Ex-Officio Sims asked why there were contingency funds and how leftover money would be used: Kelson answered that the amount of the agreement would cover any surprises discovered in the field during the project and any of the money from this agreement will need USB approval to be spent, but not Council approval. Board member Banach expressed concern that there are no business terms in the document signed by the USB and asked for reassurance that the project would stay within the \$9mil budget and be completed by the stated date of March 1, 2020. Kelson said that those numbers were correct and the Controller's office and City Legal negotiated terms.

***Sherman moved and Frank seconded the motion to approve Resolution 2018-8. Motion carried, 6 ayes (1 member absent: Ehman).***

**SUBCOMMITTEE REPORTS:** Sherman said the Finance subcommittee met just before tonight's regular meeting. The AMI lease-purchase was discussed. Also, a storm rate increase was discussed and the subcommittee's recommendation is that the USB support an increase. There has been no increase in over 20 years' time and there are new projects involving culverts in the campus and downtown areas. Sherman reminded the group about the temporary, emergency fix at Lincoln and 3<sup>rd</sup>. Sherman said the increase will mean \$2.45 more per month for the residential rate. An increase of 2% over the past 20 years would be around the same number. Kelson mentioned phasing in the rate over a 2-year period. The escalation would be built-in so neighborhood stormwater projects could grow over time. Kelson said CBU has the 2<sup>nd</sup> lowest stormwater rate in the state currently; most communities are around \$5. A rate of \$5.15 would make CBU equal with Ft. Wayne as the 9<sup>th</sup> highest rate in Indiana. Engineering is currently looking at the Jordan/Sparkers culverts plans to cost around \$10-11mil and possibly go to bid in the 4<sup>th</sup> quarter of 2019. Sherman asked how the loss of revenue from phasing in the rate would affect those projects. Kelson said the bond payment wouldn't start until 2020 so a phase-in approach would not be detrimental. Sherman clarified that the USB must choose an approach-phase in or not- as part of their recommendation to City Council. Sims asked what the Director's office recommends, to which Kelson replied not phasing in the rate, but it was brought up at the subcommittee meeting and Kelson says CBU is not opposed to it. Roberts is concerned that CBU has a bad habit over the last 20 years of not reviewing the rate often enough leading to high rate increases, customer shock, and negative media. Although the dollar amount only \$2.45, that is nearly double the current rate. Roberts would like to see a mechanism to ensure that the rate will be reviewed regularly, like an automatic 2% raise each year 1-2 years after this rate goes into effect. She would also like to see advance notice to the media about the rate increase because the public needs to see where the money is going as most of CBU's work is underground and not visible. Banach brought up that politics is involved as no one wants to increase fees. Banach also pointed out that 2% is arbitrary; any increase needs to be substantiated.

Kelson said that the 2% number in this conversation is based on inflation from the last several years. Kelson says a rate review should happen every 2-4 years and the adjustment should be based on actual figures. Wheeler with City Legal agreed that rate increases must match cost of service. Sherman asked the Board to consider the two topics separately: does the USB want to recommend the rate increase as presented and the question of the general policy of slow increases over time will be discussed at a later date. Wheeler asked the Board if they had seen the language that would be presented to Council. They had not. Copies were made for Board.

Burnham asked about the timeline of this rate increase and water and sewer increases. Kelson said the sewer rate adjustment was delayed while CBU explored opportunities to work with other departments, especially on organic wastes. It will be 3<sup>rd</sup> or 4<sup>th</sup> quarter of 2019 before the sewer rate adjustment is on the USB agenda. If a rate increase is needed for sewer, that would be in 2020 and water is up for review for a possible 2021 increase. Burnham clarified that if this storm rate increase passes it would be the only increase in the CBU bill in 2019 and Kelson said yes and reiterated that a goal is to make incremental increases instead of big jumps.

Banach asked if there was a reason the USB had to make a decision today. Wheeler said the City Council had a first reading of this proposal on 12/5/18, and he recommended that the USB support would be helpful before that date because Council may not proceed with first reading if Board doesn't recommend it. Kelson added that getting items on the Council calendar can be difficult. Sims agreed that many big items were coming up on the City Council agenda. Kelson said a delay would not likely affect project schedules.

Banach stated that he was not comfortable at this point to make a recommendation. He asked if the largest customers had communications about this. Kelson said they had talked about a possible increase but did not have a number to share until recently.

Sims agreed that he would like to be very "clean" and transparent on details before bringing it to City Council so that it will be clear for tax payers and constituents as well. He says he thinks the increase is justified by the cost of infrastructure work, but not to "catch up" or have a comparable rate to other cities. Sims also would like to see a commitment that regular reviews are in the rotation and to see continued education.

Banach confirmed that between the first reading on the 12/5/18, USB can amend what is presented to the Council at the hearing on 12/12/18. Kelson and Wheeler confirmed that the USB or Council can make changes up until it is approved, which it is currently scheduled for a City Council vote on 12/19/18.

***Banach moved and Sherman seconded the motion to table discussion until 12/10/18 meeting. Motion carried, 6 ayes (1 member absent: Ehman).***

Frank asked for additional information to be provided before the next USB meeting so that USB members could understand exactly how the rate was calculated.

Board member Capler said she supported moving along as quickly as the Board responsibly can.

**STAFF REPORTS:** Kelson shared that the 36" water main project at Fullerton Pike is complete and pressure testing is done. Disinfection and bacteria testing could be done as early as Thursday.

**PETITIONS AND COMMUNICATIONS:** None.

**ADJOURNMENT:** Sherman moved to adjourn the meeting at 5:49 p.m.

---

Julie Roberts, President

**UTILITIES SERVICE BOARD MOTION  
MEETING ON DECEMBER 10, 2018**

<b>To:</b> Utilities Service Board <b>Dept.:</b> <b>Sub:</b> Claims list filed: 12/05/18 USB: 12/10/2018 For Period: 11/10/18 - 11/23/18 G/L Date: <b>12/14/18</b>	<b>From:</b> Kim Robertson <b>Dept.:</b> Accounts Payable <b>Date:</b> 12/06/18  <b>Paydate:</b> <b>12/14/18</b>
---	--

Utilities Department invoices filed with the City Controller December 05, 2018 and signed by the Utilities Service Board for payment December 14, 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	151,333.12
Water Construction	45,535.50
Water Meter Deposit	0.00
Water Sinking	0.00
Water Hydrant Meter Rental	0.00
Total of Water Utilities as per the invoice list:	\$196,868.62
Wastewater Operations & Maintenance	98,832.85
Wastewater Construction	0.00
Wastewater Sinking	0.00
Total of Wastewater Utilities as per the invoice list:	\$98,832.85
Stormwater	2,574.22
Stormwater Construction	0.00
Total of Stormwater Utility as per the invoice list:	\$2,574.22
<b>Total Water Utility:</b>	<b>\$196,868.62</b>
<b>Total Wastewater Utility:</b>	<b>\$98,832.85</b>
<b>Total Stormwater Utility:</b>	<b>\$2,574.22</b>
<b>TOTAL WATER, WASTEWATER &amp; STORMWATER UTILITIES</b>	<b>\$298,275.69</b>

City of Bloomington Utilities  
Accounts Payable by G/L Distribution Report  
Paydate: 12/14/18

Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Water Construction	Wastewater O&M	Stormwater O&M
Air-Master Heating & Air Conditioning	1586	BP18-206 Mild weather thermostat replacement on AMU	850.00			850.00	
American Water Works Association	7001607991	ENG18-111 Membership renewals-M. Hicks	90.00	90.00			
American Water Works Association	7001609569	ENG18-111 Membership renewals-J. Fleig	90.00	90.00			
American Water Works Association	7001609704	ENG18-111 Membership renewals-P. Peden	90.00	90.00			
Angela Sue Grubb-Flick	TD18-544	TD18-544 - Meal reimbursement - Career Tracks Management Class	15.00	6.00		8.25	.75
B L Anderson Co., INC	I1527	MN18-334 Yearly calibrations of all plant flow meters	1,601.25	1,601.25			
B L Anderson Co., INC	I1529	MN18-335 Yearly calibrations of all plant flow meters	1,286.25	1,286.25			
B L Anderson Co., INC	I2002	DM18-173 Raw pump differential pressure switch quote	1,960.17			1,960.17	
B&H Electric and Supply, INC	0329379	MN18-494 1/60 HP 600RPM 208/240 electric heater motors (2)	151.20	151.20			
Black Lumber Co. INC	383956	Saw blades, drill bits, grinding wheel tool for truck #621-SW.TD	93.95	37.58		51.67	4.70
Blue Chip Technologies, INC	97	DM18-171 Gear box, gb flange plate, roller chain, tooth sprocket	2,286.46			2,286.46	
Boatman (Core Projective, LLC), Kelly M	INV101816	Professional consulting for Environmental - 11/01-11/31/18 - ACCT	3,973.75	1,589.50		2,384.25	
Brenntag Mid-South, INC	BMS140270	Robin 120 Polymer - 4,600 @ 1.104 delivered 11/14/18 - MN	5,078.40	5,078.40			
Brenntag Mid-South, INC	BMS140271	Sodium hydroxide - 11.5671 @ 625.00 delivered 11/14/18 - MN	7,229.44	7,229.44			
Bruce Wilds Security, LLC	10875	24/7 Security @ Griffy Plant Grounds - 11/10-11/23/18 - PUR	10,262.00	10,262.00			
Cassady Electrical Contractors, INC	15973	MN18-403 Install new square D switching mechanism 400A breaker	825.00	825.00			
Chemtrade Chemicals Corporation	92513842	Alum - 11.249 @ 434.00 delivered 11/15/18 - MN	4,882.07	4,882.07			
Chemtrade Chemicals Corporation	92517117	Alum - 10.913 @ 434.00 delivered 11/21/18 - MN	4,736.24	4,736.24			
Cintas First Aid & Safety #2	5012326510	Restock first aid cabinet @ Blucher Poole - 11/16/18 - BP	170.86			170.86	
City Of Bloomington	10/31/18 Fuel	Fuel charges for all utilities vehicles - Oct 2018 - ACCT	20,394.43	7,018.15		13,376.28	
City Of Bloomington	11/30/18Set Rate	Set rate for utilities vehicles parts & repairs - November 2018	33,021.67	10,038.59		22,983.08	
Core & Main, LP	J579885	PUR18-382 Brass swivel corp elbow 1-1/2" comp x 1-1/2" FE (25)	2,204.25	2,204.25			
Core & Main, LP	J633348	PUR18-411 Yoke bar; dbl yoke bar; meter tile; mtr pit	7,910.90	7,910.90			
Core & Main, LP	J633353	PUR18-411 Custom setter 2" x 21" (HB) w/dual ck valve	8,521.90	8,521.90			
Core & Main, LP	J750116	PUR18-411 Extension ring 24x20 (55)	3,960.00	3,960.00			
Core & Main, LP	J758299	Credit memo - Returned items from inv #J63353 - PUR	(5,660.82)	(5,660.82)			
Core & Main, LP	J806128	TD18-61 EJ V5665 frame & cover for 515 Patterson Dr replacement	445.25	445.25			
Creative Graphics, INC (dba Baugh Enterprises)	5551	Printing & mailing Nov 2018 water/wastewater bills - ACCT	11,089.23	4,435.69		6,653.54	
Cummins Crosspoint, LLC	N8-1218	Generator maintenance - Blucher Poole - 11/13/18 - BP	731.55			731.55	
Cummins Crosspoint, LLC	N8-1219	Generator maintenance - Dillman WWTP - 11/13/18 - DR	1,290.18			1,290.18	
Cummins Crosspoint, LLC	N8-1220	Generator maintenance - Linglebach Booster - 11/05/18 - BS, TD	501.24	501.24			
Cummins Crosspoint, LLC	N8-1221	Generator maintenance - South East Booster - 11/05/18 - BS, TD	1,329.17	1,329.17			
Eco-Infrastructure Solutions, INC	10858	Repair camera on TV truck #550 - TD	406.89			406.89	
Eco-Infrastructure Solutions, INC	10859	Repair loaner camera on TV truck #550 - TD	371.35			371.35	
Edward R Sherfield	TD18-546	Meal reimbursement - Career Tracks Mgmt Class - SW, TD	15.00	6.00		8.25	.75
Electric Plus, INC	20348	PUR18-444 Electrical work for bulletin board in the SC breakroom	287.50	115.00		172.50	
Everett J Prescott, INC	5470605	TD18-503 Wall mount chargers (3)	390.00	156.00		234.00	

City of Bloomington Utilities  
Accounts Payable by G/L Distribution Report  
Paydate: 12/14/18

Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Water Construction	Wastewater O&M	Stormwater O&M
Everett J Prescott, INC	5475533	PUR18-465 Ductile pipe 16" (80'); megalug 16" (20)	6,666.40	6,666.40			
Fastenal Company	INBLM209218	Restock supplies in machine - 11/16/18 - PUR	173.84	72.64		101.20	
Fastenal Company	INBLM209305	3 Hole saws for meter service - MS, TD	370.44	148.18		222.26	
First Financial Bank / Credit Cards	20-27038842	TD18-525 First Time Manager Course - K. Johnson & M. Kinser	198.00	79.20		108.90	9.90
First Financial Bank / Credit Cards	ADMIN18-173	ADMIN18-173 Lodging for AWWA Water Tech Conf.-Chase&D.Gramlich	2,153.04	2,153.04			
First Financial Bank / Credit Cards	pur18-488	PUR18-488 AWWA Water Quality Tech Conf for D Gramlich	760.00	760.00			
Fisher Scientific Company, LLC	0824263	Phenylarsine oxide, pH probe solution - MN	894.24	894.24			
Frakes Engineering, INC	29929	MN18-484 Sodium hydroxide pump electrical issue repair	1,224.50	1,224.50			
Greeley And Hansen, LLC	INV-0000555955	S16-6002 - South Central Interceptor Sewer to 11/09/18 - ENG	2,060.74			2,060.74	
Gregory Fritz Grabner (Frontier Geospatial, LLC)	311	WS18-20602 - Esri ArcGIS service for GIS geodatabase - ENG	2,025.00	810.00		1,215.00	
Gripp, INC	336421	S18-6204 - Monthly flow monitoring - ENG	4,886.50			4,886.50	
Gripp, INC	336422	S18-6204- Flow monitoring equipment - Instrument relocation -ENG	2,700.00			2,700.00	
GRW Engineers, INC	0051179	S18-6215-I-69 Section 5 Sanitary Sewer Relocation 10/20/18 - ENG	15,000.00			15,000.00	
HACH Company	11206263	MN18-483 Ferric ion sln; mercuric thiocyanate sln, 200ml	185.77	185.77			
HACH Company	11223881	MN18-251 Field svc & travel chg for six analyzers @ MWTP	1,976.00	1,976.00			
HD Supply Facilities Maintenance (USA Bluebook)	734923	TD18-522 Meter reading tubes (12); Item #65956	841.63	336.65		504.98	
HD Supply Facilities Maintenance (USA Bluebook)	738280	DR18-105-B Chlorine swiftest dispenser refill; powder pillows	256.80			256.80	
Holly A McLaughlin	ADMIN18-187	Reimbursement-Misc food items for Pines Public Art Reception-DIR	57.37	22.95		34.42	
Hoosier Times, INC	155381 09/30/18	Employment ads #541652, 549312 09/08-09/25/18-DIR	297.51			297.51	
Hoosier Times, INC	155381 10/31/18	Employment ads #561598,565147,569634,569638 10/13-10/30/18-DIR	474.21	189.68		284.53	
HVJ Associates, INC	18-375	MN18-505 Sample testing for acid solubility;lab report generati	232.00	232.00			
Indiana Oxygen Company, INC	9145280	Monthly cylinder rental - DR	174.90			174.90	
Indiana Rural Water Association, INC	10337	PUR18-447 Water Institute - Gholson, Vaughn, Gramlich	795.00	795.00			
Indiana Rural Water Association, INC	10450	PUR18-447 Water Institute Reg-Housel, Eads, Hardin, Sherfield	1,060.00	1,060.00			
Indiana Rural Water Association, INC	10487	ENG18-116 IRWA Winter Conf.-Love, Myers, Nettleton, Powell, Runy	500.00	500.00			
Indiana University Health Bloomington, INC	00073730-00	Drug screen, alcohol test for 1 Monroe employee - 04/20/18 - MN	40.00	40.00			
Indiana University Health Bloomington, INC	00073731-00	Drug screen DOT 5 panel for 1 Monroe employee - 04/20/18 - MN	45.00	45.00			
Irving Materials, INC	10640690	W18-4213 - Concrete - 3230 S Walnut St - TD	186.00	186.00			
Irving Materials, INC	10642826	Concrete - Water line @ 3918 S Emille Ct - TD	557.00	557.00			
Irving Materials, INC	10643644	Concrete - Water line @ 3918 S Emille Ct - TD	393.50	393.50			
Irving Materials, INC	10644374	W18-4219 - Concrete - 17th & Kinser Pike - TD	2,193.00		2,193.00		
Irving Materials, INC	10644375	W18-4219 - Concrete - Jackson St & W 17th St - TD	638.50		638.50		
Irving Materials, INC	10644376	W18-4219 - Concrete - 17th & Kinser Pike - TD	3,504.00		3,504.00		
Irving Materials, INC	10646381	Concrete - Water line @ 110 E Sunny Slopes Dr - TD	795.75	795.75			
Irving Materials, INC	10647926	Concrete - Sewer @ E Deckard Dr - TD	125.50			125.50	
Ivy Tech Community College	N889	DSL Certification-B Usrey,L Elkins,J White,A Edwards,M Kinser	150.00	150.00			
Ivy Tech Community College	N891	DSL Certification - B Elkins, J Arthur - TD, DIR	60.00	60.00			



City of Bloomington Utilities  
Accounts Payable by G/L Distribution Report  
Paydate: 12/14/18

Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Water Construction	Wastewater O&M	Stormwater O&M
Jackson-Hirsh, INC	1000044	PUR18-474 Letter sized laminating pouches; 9 x 11; 10ml thick	92.22	36.89		55.33	
JB Salvage (Westside Auto Parts)	2994	D18-96 TD18-439 Pieces of 5/8" x 20' rebar for 700 S Walnut	87.00				87.00
JCI Jones Chemicals, INC	774662	Sodium hypochlorite - 4,652 @ .7960 delivered 11/09/18 - MN	3,702.99	3,702.99			
John Deere Financial (Rural King)	JRNLC48873/62	1 Pair of rubber boots for B. Douglas - SW, TD	99.98	39.99		54.99	5.00
John Deere Financial (Rural King)	JRNLC48902/62	3 Dewalt tool kits for truck #'s 697, 693 & 702 - TD	597.00	238.80		358.20	
John Deere Financial (Rural King)	JRNLC49016/62	4 Pair rubber boots - L. Elkins, D Douglas, R Hoene, P Oakley-TD	399.92				399.92
John Deere Financial (Rural King)	JRNLC49644/62	Bottle jack - stock for garage - SW, TD	39.99	16.00		21.99	2.00
Kenneth D Johnson	TD18-537	Reimburse air fare to Sensus Conf for K Johnson - DIR	372.96	372.96			
Kevin T Housel	TD18-547	Meal reimbursement - Career Tracks Mgmt Class - SW, TD	15.00	6.00		8.25	.75
KMP Hydrant Services, LLC	1599	W18-4215 - 522 Capacity flow tests for fire hydrant rating - ENG	25,056.00	25,056.00			
Laura M Pettit	PUR18-475	Travel reimbursement-AWWA Financial Seminar in Atlanta GA - DIR	1,260.82	1,260.82			
MacAllister Machinery Co, INC	R67271323308	Light tower rental for Griffy Plant security 10/19-11/16/18 -ENV	3,861.00	3,861.00			
MacAllister Machinery Co, INC	R67286076101	Lens, gaskets, junction box & labor to repair light @ Griffy-ENV	227.01	227.01			
Mark Osborne (Control Freaks Consulting)	174Inv-MN18-487	MN18-487 Filter #1 effluent valve; sodium hydroxide pump program	630.00	630.00			
Menards, INC	10328	Air filters, 6v battery, emergency light, clorox, tape, tarp-BP	123.65			123.65	
Menards, INC	10737	36" 6 drawer tool cab - MN	489.00	489.00			
Menards, INC	10738	36" 8 drawer tool chest, 26" 2 drawer chest - MN	458.99	458.99			
Menards, INC	10814	Hex set, crescent set, gloves, sockets, pegboard - MN	106.46	106.46			
Menards, INC	10899	Large storage container for pulley system - TD	12.99	12.99			
Menards, INC	11324	Pressure washer wand - SW, TD	39.99	16.00		21.99	2.00
Menards, INC	11448	Paint pans, primer, white paint - TD	197.21	78.88		118.33	
Midwest Color Printing, INC	11807	PUR18-478 Business cards - Robert Houshour	39.00			39.00	
Monroe County Government	112018-COBU	Misc copies made - 10/17-10/30/18 - ENG	16.00	6.40		9.60	
Nugent, INC (Utility Supply Company)	1269689	PUR18-466 Butterfly valve, 16" megalug for 17th & Jackson main	3,957.50	3,957.50			
Office Depot, INC	200105842001	3 2000 Plus self-inking stamps - ACCT	62.97	25.19		37.78	
Office Depot, INC	226693245001	Earth cork board with aluminum frame - DIR	35.91	14.36		21.55	
Office Depot, INC	226693246001	Calendar, pens, magic tape, binder clips large - DIR	57.53	23.01		34.52	
Office Depot, INC	226693247001	Rite-N-lite deluxe highlighter pens yellow - DIR	26.99	10.80		16.19	
Office Depot, INC	228822529001	2 Boxes finger grips - TD	17.98	7.19		9.89	.90
Office Depot, INC	229609282001	Credit realtes to invoice 200105842001 - ACCT	(20.99)	(8.40)		(12.59)	
Office Depot, INC	231984667001	Calendars, interdepart envelopes, phoneclean wipes - BC, ACCT	81.69	32.68		49.01	
OneBeacon Insurance Group	0AB-100467-01	PUR18-469 Deductible for 3469 S. Glasgow Circle meter lid	5,000.00	2,000.00		3,000.00	
Pace Analytical Services, INC	1850099036	Testing-Metals, oil & grease @ JB Salvage - SW, ENV	285.00				285.00
Pace Analytical Services, INC	1850099155	3 Annual sampling of MC Landfill for low level mercury - ENV	270.00			270.00	
Paragon Micro, INC	830930	Viewsonic HD 1080p Wireless Media Player for B. Prince - DIR	196.99	78.80		118.19	
Paragon Micro, INC	846117	Microsoft Windows Server 2016 Standard - DIR	739.99	296.00		443.99	
Philip Peden	ENG18-117	Reimbursement for IDEM Rule 13 MS4 permit renewal - ENG	50.00				50.00

City of Bloomington Utilities  
Accounts Payable by G/L Distribution Report  
Paydate: 12/14/18

Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Water Construction	Wastewater O&M	Stormwater O&M
QUIKRETE Holdings, INC (Contech Eng)	17562734	TD18-405 Corrugated metal pipe; 15"x22.5'; 15" CMP end sections	1,717.00				1,717.00
Ricoh USA, INC	5052822612 CBU	Copier maintenance - 2/17-03/16/18 - BP, MN, DR, SC	173.03	54.85		118.18	
Ricoh USA, INC	5053137249 CBU	Copier maintenance - 3/17-04/16/18 - BP, MN, DR, SC	161.02	46.14		114.88	
Rogers Group, INC	0071168302	#11 & #53 Stone Commercial - Stock - 11/13/18 - TD	210.22	84.09		126.13	
Schaeffer Manufacturing Company	851656-INV1	All food grade htc oil, flushing agent, gear lube - MN	1,994.61	1,994.61			
SSW Enterprises, LLC (Office Pride)	CITYNATL02181114	Monthly cleaning services @ Dillman, Blucher, Monroe & Serv Cntr	7,271.80	2,594.23		4,677.57	
State of Indiana	272951	W18-4204-Dyer Tank - Voluntary Remediation - 8/12-10/06/18-ENG	2,306.25	2,306.25			
Suburban Laboratories, INC	160596	Required annual sampling of MC Landfill-Dillman PT Program-DIR	320.00			320.00	
Sullivan-Brough, INC (Safety Wear)	3287574	Replace gas monitor - DR	803.17			803.17	
Sunbelt Rentals, INC	84460729-0001	2 Saw blades for truck #629 - SW, TD	156.00	62.40		85.80	7.80
Synchrony Bank	433433798997	PUR18-437 IRIS 4-drawer rolling storage cart w/organizer top	43.74	17.50		26.24	
Synchrony Bank	468879484837	PUR18-421 Liquid wrench LLD03/6-6pk lock lubricant & de-icer	28.86	11.54		17.32	
Synchrony Bank	634844539869	CS18-039- (4) 2019 Desktop tent calendars January - December	45.82	18.33		27.49	
Tony Ray Eads	TD18-545	Meal reimbursement - Career Tracks Management Class - SW, TD	15.00	6.00		8.25	.75
ULINE, INC	102757034	PUR18-445 Shelf pallet racks w/ additional beams for supply yard	3,056.92	1,222.77		1,834.15	
United Laboratories, INC	INV240531	55 Gal drum of zyme out degassing agent - LS, TD	3,733.13			3,733.13	
United Parcel Service, INC	0000430948468	Shipping charges - 11/08-11/16/18 - DIR, MS, ENG, PUR	105.24	67.67		37.57	
Virtuoso Sourcing Group, LLC	25630	Collection agency fee - 11/07-11/09/18 - AR	30.70	12.28		18.42	
W.W. Grainger, INC	9958185077	DM18-182 Web sling, 3ftx3inw, #35XP69; 6600 lb vrtcal hitch	36.31			36.31	
W.W. Grainger, INC	9959003634	DM18-182 Web sling, 6600 lb vertical hitch, #35XP75	135.86			135.86	
Water Solutions Unlimited, INC	46644	Sodium Thiosulfate - 110 @ 4.64 delivered 11/09/18 - MN	510.40	510.40			
Wessler Engineering, INC	32745	W18-4218 - N old SR37 Water main replacement 10/01-10/31/18 -ENG	39,200.00		39,200.00		
Grand total:			298,275.69	151,333.12	45,535.50	98,832.85	2,574.22

**UTILITIES SERVICE BOARD MOTION  
MEETING ON DECEMBER 10, 2018  
UTILITY BILLS**

To: Utilities Service Board  
 Dept.  
 Sub: Claims list filed: 12/05/18  
 USB: 12/10/2018  
 For Period: 11/20/18 - 12/05/18  
 G/L Date: **12/06/18**

From: Kim Robertson  
 Dept. Accounts Payable  
 Date: 12/05/18  
**Paydate: 12/06/18**

Utilities Department invoices filed with the City Controller December 05, 2018 and signed by the Utilities Service Board for payment December 06, 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	132,410.65
Wastewater Operations & Maintenance	101,958.09
Stormwater	
<b>Total Water Utility:</b>	<b>\$132,410.65</b>
<b>Total Wastewater Utility:</b>	<b>\$101,958.09</b>
<b>Total Stormwater Utility:</b>	<b>\$0.00</b>
 <b>TOTAL WATER, WASTEWATER &amp; STORMWATER UTILITIES</b>	 <b>\$234,368.74</b>

City of Bloomington Utilities  
Accounts Payable by G/L Distribution Report  
Paydate: 12/06/18

Utility Bills

Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Wastewater O&M
AT&T	8123311353 11/18	Service - S Washington St Storage - 11/22-12/21/18 - SC	164.02	65.61	98.41
AT&T	8123315400 11/18	Service - Centrex main line - 11/22-12/21/18 - SC	9,766.47	3,906.59	5,859.88
AT&T	8123347689 11/18	Service - Utilities - 11/07-12/06/18 - SC	159.45	63.78	95.67
AT&T Mobility II, LLC	8123600681 11/18	Service - Monroe Maint - 10/12-11/11/18 - MN	59.07	59.07	
AT&T Mobility II, LLC	11/11/18 CBU	Service- Inv #287268772596x11192018 All Depts - 10/12-11/11/18	2,584.75	922.96	1,661.79
City Of Bloomington Utilities	10/31/18 CBU	Service - Water/Wastewater bills 10/01-10/31/18 - BP, DR, LS, SC	10,452.95	216.87	10,236.08
Duke Energy	12/06/18	Service - Oct - Nov 2018 - LS, BS, TD, DR, MN	211,084.81	127,078.55	84,006.26
Smithville Telephone Co Inc	8128241616 11/18	Service - SE Pumping Station - 10/20-11/19/18 - BS	97.22	97.22	
Grand total:			<u>234,368.74</u>	<u>132,410.65</u>	<u>101,958.09</u>

WIRE TRANSFERS, FEES & PAYROLL FOR THE MONTH OF NOVEMBER, 2018

INDIANA DEPARTMENT OF REVENUE (SALES TAX - OCTOBER, 2018)	\$71,374.96
INDIANA DEPARTMENT OF REVENUE - RECEIPTS TAX 4TH QUARTER UTILITY RECEIPTS TAX	\$0.00
NPC CHARGE CARD FEES - OCTOBER, 2018	\$24,947.77
FIRST FINANCIAL ACCOUNT ANALYSIS FEES - OCTOBER, 2018	\$1,702.61
GROSS PAYROLL 12/7/2018	\$331,092.25
FICA TAX 12/7/2018	\$23,961.22
<b>TOTAL</b>	<b>\$453,078.81</b>

**UTILITIES SERVICE BOARD MOTION  
MEETING ON DECEMBER 10, 2018  
CUSTOMER REFUNDS**

To: Utilities Service Board  
 Dept.  
 Sub: Claims list filed: 12/05/18  
 USB: 12/10/2018  
 For Period: 11/16/18 - 11/30/18  
 G/L Date: **12/14/18**

From: Kim Robertson  
 Dept. Accounts Payable  
 Date: 12/05/18  
 Paydate: **12/14/18**

Utilities Department invoices filed with the City Controller December 05, 2018 and signed by the Utilities Service Board for payment December 14, 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	0.00
Wastewater Operations & Maintenance	130.72
Stormwater	0.00
Sanitation	0.00
<b>Total Water Utility:</b>	<b>\$0.00</b>
<b>Total Wastewater Utility:</b>	<b>\$130.72</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>\$130.72</b>

**CUSTOMER REFUNDS**

City of Bloomington Utilities  
 Accounts Payable by G/L Distribution Report  
 Paydate: 12/14/18

Vendor	Invoice No.	Invoice Description	Invoice Amount	Check No.	Reason for refund	Water Funds	Wastewater Funds	Stormwater Funds	Sanitation
Brawley Property Manager	18355-006	Customer refund	\$6.28	25816	Overpaid on their final bill in Oct 2018		\$6.28		
Nora Czar	7312-007	Customer refund	\$33.95	25817	Overpayment on their November 2018 bill		\$33.95		
Neidigh Construction Corp	200308-007	Customer refund	\$76.26	25818	Remaining deposit balance from 1" hydrant meter rental		\$76.26		
Ekaterina Selivanovitch	3325-020	Customer refund	\$14.23	25819	Overpaid on their final bill in Nov 2018		\$14.23		

\$0.00	\$130.72	\$0.00	\$0.00
--------	----------	--------	--------



MEMORANDUM

**TO:** Controller  
**FROM:** Chuck Winkle and Chris Wheeler  
**DATE:** November 27, 2018  
**RE:** Request for Approval of MOU between CBU and ITS for GIS Base  
MAP Project

**Funding Source:** 40% 009-92-900008-U63100 - 60% 010-92-950008-U63100

**Total Dollar Amount of Contract:** CBU committing to an amount not to exceed  
\$16,800.00

**Expiration Date of Contract:** none

**Department Head Initials of Approval:**

**Due Date For Signature:** December 5, 2018

**Record Destruction Date (Legal Dept to fill in):** 2030

**Legal Tracking Number:** 18- 687

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

Christopher Wheeler for CBU  
Barbara McKinney for ITS

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

Chuck Winkle for CBU  
Laura Haley for ITS

**Summary of Contract:** The City is updating all features on its GIS Base Map to bring all represented features up to date with the most recent aerial photography. ITS is contracting this work to be performed by GRW, Inc. CBU will contribute financially to the project.





**MEMORANDUM**

**TO:** Chris Wheeler, Jeff Underwood, Mayor Hamilton  
**FROM:** Kim Alexander, Utilities  
**DATE:** 11/27/18  
**RE:** Request for Approval of On Call Services Agreement with D.E.Q., Inc.

**Funding Source:** 009-U01500; 010-U10500

**Total Dollar Amount of Contract:** \$15,000.00

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

**Department Head Initials of Approval:** *JK*

**Due Date For Signature:** 12/5/18

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

**Legal Tracking:** 18-689

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

Christopher J. Wheeler

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

Cindy Shaw

**Summary of Contract:** On call services for SCADA repairs and other electronic controls as necessary.



MEMORANDUM

**TO:** Controller, Mayor Hamilton  
**FROM:** Laura Pettit  
**DATE:** November 30, 2018  
**RE:** On Call Professional Services Agreement with Crowe LLP

**Funding Source:** 009-53-90008-463200 50%  
010-53-95008-463200 50%

**Total Dollar Amount of Contract:** \$20,000.00

**Expiration Date of Contract:** May 31, 2020

**Department Head Initials of Approval:**

**Due Date For Signature:** 12/10/2018, 5:00 pm

**Record Destruction Date (Legal Dept to fill in):** 2030

**Legal Department Internal Tracking #:** 18-722

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

Christopher J. Wheeler

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

Laura Pettit

**Summary of Contract:**

Crowe will provide on call consulting services to CBU for accounting assistance, budgetary assistance, municipal and financial advisory assistance and other consulting assistance with financial or operational issues for CBU that do not fall within the categories of accounting, budgetary or municipal and financial advisory services.

## INVITATION TO BIDDERS

NOTICE IS HEREBY GIVEN THAT THE UTILITIES SERVICE BOARD OF THE CITY OF BLOOMINGTON, INDIANA WILL RECEIVE SEALED BIDS FOR THE BELOW-DESCRIBED WORK AT THE LOCATION INDICATED.

### Fullerton Pike – Phase II Water Main and Sanitary Sewer Relocation

*This project shall include, but is not limited to, the relocation of water main and sanitary sewer. This project is a result of a road reconstruction project involving a round-about installation and bridge widening. As a result of the road reconstruction, relocation of existing sanitary and water utilities are required. The relocations shall include approximately 450 lineal feet of 8-inch sanitary sewer, 430 lineal feet of 12-inch sanitary sewer, 600 lineal feet of 24-inch water main, 330 lineal feet of 12-inch water main, and 500 lineal feet of 8-inch water main. As well as reinstating all existing services. A portion of the 24-inch water main relocation shall require jack and boring underneath an existing creek.*

Bids are to be submitted in proper form, as described in the "Instructions to Bidders" which can be found on the Owner's website at [https://bloomington.in.gov/sections/viewSection.php?section\\_id=537](https://bloomington.in.gov/sections/viewSection.php?section_id=537). Sealed bids shall be received at 600 E. Miller Dr., Bloomington, Indiana, at or before 4:45 PM local time on December 10, 2018. Bids will be publicly opened and read aloud by the Utilities Service Board at 5:00 PM local time on December 10, 2018, at its meeting in the Utilities Building at 600 E. Miller Dr. Any bids received after the designated time will be returned unopened. Bids will be reviewed and the award may be made at the December 20, 2018, meeting or a subsequent meeting of the Utilities Service Board.

Bidding Documents may be obtained from Eastern Engineering, 9901 Allisonville Road, Fishers, IN 46308; [www.structurepointplanroom.com](http://www.structurepointplanroom.com). Phone 317-598-0661, upon the payment of the cost of reproduction for each set. All payments and costs of Contract Documents are non-refundable.

A mandatory Prebid Meeting will be held for all Bidders at 10:30AM local time on November 1, 2018 at 600 E. Miller Dr. General Contract Bidders are required to attend.

Each Bidder shall file with his or her sealed bid: (1) a properly executed Non-collusion Affidavit as required by the laws of the State of Indiana; (2) a Questionnaire Form 96 of the State Board of Accounts; (3) a cashier's check or certified check drawn on an acceptable bank or a Bid bond equal to five (5) percent of the total amount of bid; (4) a properly executed Trench Safety Systems Affidavit, if project may require creation of a trench of at least five (5) feet in depth; and (5) a properly executed Employee Drug Testing Program Affidavit for a public works project estimated to cost at least \$150,000; and (6) a copy of the bidder's written plan for an employee drug testing program to test the employees of the bidder for drugs. For projects utilizing Federal funding Wage rates shall be in compliance with Davis Bacon. For bids of \$100,000.00 or more, the successful bidder shall furnish performance and payment bonds for one hundred percent (100%) of the contract amount prior to the execution of the contract, and said bonds shall remain in effect for a period of one (1) year after final acceptance of the work.

Each Bidder must ensure that to the greatest extent feasible, opportunities for training and employment should be given to lower income residents of the project area and purchases and/or contract for work in connection with the project should be awarded to small business concerns which are located in, or owned in substantial part, by persons residing in the area of the project.

The City of Bloomington is an equal opportunity employer, and Bidder shall meet all requirements for equal employment under Title VII of the 1964 Civil Rights Act as amended and under the Bloomington Human Rights Ordinance, as amended.

Each Bidder for proposals over \$10,000.00 shall submit and have approved by the City of Bloomington Contract Compliance Officer, Barbara McKinney, his/her written Affirmative Action Plan at least twenty-four (24) hours prior to the deadline for submission of bid. Bids received that do not have an approved Affirmative Action Plan may be returned unopened. Each Bidder must insure that all employees and applicants for employment are not discriminated against because of race, religion, color, sex, national origin, ancestry, disability, sexual orientation, gender identity, veteran status or housing status. All the protected classes must be included in your Affirmative Action Plan for it to be acceptable. In addition to other requirements, your plan MUST include a workforce breakdown, an internal grievance procedure, a non-retaliation statement, designation of a person by name or position who is responsible for implementation of the Plan, applicability to both applicants and employees, recruitment of minorities, equal access to training programs, and an explanation of your method of communicating the operations of your affirmative action plan to employees and prospective applicants. Barbara McKinney, Contract Compliance Officer, may be contacted at (812) 349-3429, 8:00 a.m. to 5:00 p.m. Monday through Friday.

In accordance with Indiana Code 4-13-18-5, each Contractor that submits a bid for a public works project that is estimated to cost \$150,000 or more shall submit with his/her bid a written plan for an employee drug testing program to test the employees of the Contractor and Subcontractors for drugs.

If the project may require creation of a trench of at least five (5) in depth, the low bidder shall be required to submit a trench safety plan to the project engineer at least ten (10) days prior to beginning work on the project.

The Utilities Service Board reserves the right to waive any informality and to accept or reject any or all bids submitted. Bids may be held by the Utilities Service Board for a period not-to-exceed sixty (60) days from the date of the opening of Bids for the purpose of reviewing the Bids and investigating the qualifications of the Bidders prior to awarding the contract.

Utilities Service Board, City of Bloomington, Indiana

Julie Roberts, President



MEMORANDUM

**TO:** Controller, Mayor Hamilton, USB  
**FROM:** Brad Schroeder  
**DATE:** December 5, 2018  
**RE:** Request for Approval of Agreement for installation of base station hardware and installation for advanced metering infrastructure with Everett J. Prescott, Inc.

Funding Source: 009-U10500 (40%) 010-U10500 (60%)

Total Dollar Amount of Contract: \$318,000.00

Expiration Date of Contract: August 31, 2019

Department Head Initials of Approval:

Due Date For Signature: December 5, 2018

Record Destruction Date (Legal Dept to fill in): 2029

Legal Department Internal Tracking #:

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

Christopher J. Wheeler

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

**Summary of Contract:**

Everett J. Prescott, Inc. is an authorized distributor of Sensus smart metering equipment and shall provide install the base stations for CBU's advanced metering infrastructure project.



MEMORANDUM

**TO:** Controller  
**FROM:** CBU/Brad Schroeder  
**DATE:** November 26, 2018  
**RE:** Approval of Software as a Service Agreement with Sensus USA, Inc.

**Funding Source:** No monetary impact with this agreement

**Total Dollar Amount of Contract:** \$0.00

**Expiration Date of Contract:** 2023 with one five year renewal period (2028)

**Department Head Initials of Approval:** VK

**Due Date For Signature:** December 10, 2018

**Record Destruction Date (Legal Dept to fill in):** 2038

**Legal Department Internal Tracking #:** 18-686

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

Christopher J. Wheeler

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

Brad Schroeder

**Summary of Contract:**

Software as a Service agreement provides the software and support for the sensus smart meters.



MEMORANDUM

**TO:** Mayor Hamilton  
**FROM:** Mike Hicks  
**DATE:** November 15, 2018  
**RE:** Professional Services Agreement with Wessler Engineering, Inc. for  
the Dillman Road WWTP Effluent Filter Controls Upgrade

Funding Source: 00-950008-U47420

Total Dollar Amount of Contract: \$119,850.00

Expiration Date of Contract: April 30, 2019

Department Head Initials of Approval:

Due Date For Signature: 12/10/2018

Record Destruction Date (Legal Dept to fill in): 2029

Legal Department Internal Tracking #: 18-754

PREVIOUSLY REVIEWED BY & RETURN SIGNED CONTRACT TO THIS  
ATTORNEY:

ATTORNEY IS TO RETURN SIGNED CONTRACT TO THIS  
DEPARTMENTAL EMPLOYEE:

Holly McLauchlin

**Summary of Contract:**

Scope of services includes evaluation of the existing controls system and design and implementation of upgraded equipment and software for Dillman WWTP Effluent Filter Controls



MEMORANDUM

**TO:** Mayor Hamilton  
**FROM:** James Hall  
**DATE:** November 30, 2018  
**RE:** MOU with DTID and CBU

Funding Source: N/A

Total Dollar Amount of Contract: N/A

Expiration Date of Contract: N/A

Department Head Initials of Approval:

Due Date For Signature: 12/10/2018, 5:00 pm

Record Destruction Date (Legal Dept to fill in):

Legal Department Internal Tracking #:

PREVIOUSLY REVIEWED BY & RETURN SIGNED CONTRACT TO THIS ATTORNEY:

ATTORNEY IS TO RETURN SIGNED CONTRACT TO THIS DEPARTMENTAL EMPLOYEE:

Holly McLaughlin

**Summary of MOU:**

CBU is conducting a pilot program in conjunction with DTID to test the Schier GB-250 to see if it can meet requirements in COB Municipal Code 10.17. This MOU outlines the requirements that DTID will follow and the sampling CBU will conduct to show compliance.





MEMORANDUM

**TO:** Mayor Hamilton  
**FROM:** James Hall  
**DATE:** November 30, 2018  
**RE:** Professional Services Agreement with Greeley and Hanson for  
the Dillman Road WWTP NPDES Permit Renewal

Funding Source: 010-010500

Total Dollar Amount of Contract: \$19,100

Expiration Date of Contract: October 1, 2019

Department Head Initials of Approval:

Due Date For Signature: 12/10/2018, 5:00 pm

Record Destruction Date (Legal Dept to fill in):

Legal Department Internal Tracking #:

PREVIOUSLY REVIEWED BY & RETURN SIGNED CONTRACT TO THIS  
ATTORNEY:

ATTORNEY IS TO RETURN SIGNED CONTRACT TO THIS  
DEPARTMENTAL EMPLOYEE:

Holly McLaughlin

**Summary of Contract:**

Scope of services includes evaluation of the existing NPDES permit and evaluating any changes that need to be made to the current NPDES permit. The scope of services includes meeting with CBU personnel and IDEM personnel.



**MEMORANDUM**

**TO:** Mayor Hamilton/USB  
**FROM:** Mike Carter  
**DATE:** December 7, 2018  
**RE:** Request for Approval of License to BPD and BFD of premises at Winston-Thomas for continued use as needed by the departments for training and other associated public safety needs.

**Funding Source:** no monetary impact

**Total Dollar Amount of Contract:** no monetary impact

**Department Head Approval:**

**Expiration Date of Contract:** 2106 w/a 99 year extension for a final expiration in 2205

**Due Date For Signature:** for USB on Dec. 10, 2018

**Record Destruction Date (Legal Dept to fill in):** 2215

**Legal Department Internal Tracking #:** 18-448

**PREVIOUSLY REVIEWED BY & RETURN SIGNED CONTRACT TO THIS ATTORNEY:** Christopher J. Wheeler

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

**Summary of Contract:**

This license permits the BPD and BFD to continue using the premises for the purpose of training and other related activities for the furtherance of public safety.



**MEMORANDUM**

**TO: Utilities Service Board**  
**FROM: Vic Kelson, Utilities**  
**DATE: 12/6/2018**  
**RE: Request for Approval of Resolution 2018-9**

**Department Head Initials of Approval:**

**Due Date For Signature:** For USB meeting on Monday, December 10, 2018

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

Christopher J. Wheeler

**ATTORNEY IS TO RETURN SIGNED TO THIS DEPT EMPLOYEE:** Holly McLaughlin

**Summary of Resolution:** CBU estimated that the stormwater fee would need to be increased to "about \$5 or so" for a residential customer, from the present value of \$2.70. We have received the final analysis from the financial consultant, London witte Group. It comes to \$5.15 per month for a residential customer with a proportional increase of 90.7% for non-residential customers. While the increase is proportionally large, the fee has not been amended since it was originally established 20 years ago. This increase would allow CBU to double the funds for neighborhood stormwater projects, including a new neighborhood grants program, and pay for three major capital improvements:

1. Completion of the Jordan River tunnel from the end of the "Big Dig" near Kirkwood and Grant to 1st and Washington St;
2. Replacement of the Jordan River tunnel inlet at Dunn Meadow (the present undersized inlet has been maintained to prevent overburdening the existing tunnel);
3. Replacement of Spanker's arch culvert.

There are 24 municipalities in Indiana that have stormwater fees. Presently, Bloomington's is 23rd of the 24, with only Indianapolis below us. [Note: Indianapolis is served by combined sewers. They are operated by Citizens Energy Group and are treated as sanitary, not stormwater, sewer infrastructure.] The \$5.15 level would put us 'on par' with the middle-third of Indiana municipalities, and would allow us to undertake major projects that were originally recommended and planned in the 1990s. See Exhibit R of the attached document for a detailed list. The largest capital expenditure is the Jordan River tunnel. It is in the final design stage, and that will be completed in mid-2019. The soonest we could begin the project is late 3Q/4Q 2019.

INDIANA UNIVERSITY	13,514.91
CITY OF BLOOMINGTON PARKS AND RECREATION	4,420.44
MONROE COUNTY COMMUNITY SCHOOL CORP	3,070.56
SIMON 37406	1,566.27
COOK PHARMICA	1,023.06
KROGER	913.71
WALMART STORES DBA SAMS	772.17
IU HEALTH BLOOMINGTON HOSPITAL	762.70
HEATHERWOOD PARK MOBILE EST	567.81
DEER PARK MGMT	556.13