

**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

**Monday January 7, 2019**

**4:45 P.M. Finance Subcommittee Meeting**

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

- I. Call to order
- II. Discuss Stormwater Rate Options
- III. Petitions and communications\*
- IV. Adjournment

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

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**January 7, 2019**

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

- I. Call to Order
- II. Approval of the Minutes of Previous Meeting (Dec 20)
- III. Approval of the Claims
  - a. Standard Invoices Payables
  - b. Standard Invoices
  - c. Utility Bills Payables
  - d. Wire Transfers
  - e. Customer Refunds
- IV. Approval of Consent Agenda
  - a. Duke Energy - \$10,000.00 - Lighting at Griffy
  - b. AECOM - \$3,820.00 - Environmental Site Assessment
  - c. Greeley & Hanson - \$14,000.00 - NPDES permit renewal BPWWTP
  - d. American Structurepoint - \$19,900.00 - Amendment Fullerton Pike
- V. Request Approval of Agreement for Fullerton Pike Phase II - Water Main and Sanitary Sewer Relocation with Milestone - Jane Fleig
- VI. Request Approval of Agreement with Utility Metering Solutions for AMI - Brad Schroeder
- VII. Request Approval of Support Services Renewal with GE Digital - Chris Wheeler
- VIII. Request Approval of Land Lease Agreement with Police and Fire Departments - 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

December 20, 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 4:31 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, Jeff Ehman, and Sam Frank.

Staff members present: Tom Axsom, Nolan Hendon, Brandon Prince, James Hall, Brad Schroeder, Cindy Shaw, Holly McLaughlin, Laura Pettit, and Vic Kelson.

### MINUTES

***Board member Frank moved and Board member Ehman seconded the motion to approve the minutes of the December 10<sup>th</sup> meeting. Motion carried, 4 ayes (3 members absent: Sherman, Burnham, Capler).***

### CLAIMS

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

Vendor invoices submitted included \$712,709.87 from the Water Utility, \$210,593.01 from the Wastewater Utility, and \$60,825.12 from the Stormwater Utility. Total Claims approved: \$984,128.00.

***Motion carried, 4 ayes (3 members absent: Sherman, Burnham, Capler).***

Ehman was prompted by a payment to Bloom Environmental to ask if CBU was required by law to keep paper copies of documents or if digital document storage was an option. CBU Asst Director (Finance) Pettit answered that CBU was tackling document storage in a comprehensive way in 2019. Legal and Risk are helping to identify which documents must be stored physically; all others will be destroyed after scanning. (Current practice is to scan before storing, but this was not done in earlier years). CBU's Washington St building is solely used for storage. There is mold in the building and in some of the boxes, which Bloom is remediating.

Ehman also asked about a Black lumber invoice that was charged solely to water. This is for the bulk water station being built at Winston Thomas.

***Frank moved and Ehman 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, 4 ayes (3 members absent: Sherman, Burnham, Capler).***

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

Utility invoices submitted included \$6,636.49 from the Water Utility, \$57,361.21 from the Wastewater Utility, and \$0.00 from the Stormwater Utility. Total Claims approved: \$63,997.70.

***Motion carried, 4 ayes (3 members absent: Sherman, Burnham, Capler).***

***Frank moved and Ehman seconded the motion to approve the wire transfers and fees in the amount of \$338,785.14. Motion carried, 4 ayes (3 members absent: Sherman, Burnham, Capler).***

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

Vendor invoices submitted included \$21.99 from the Water Utility, \$892.77 from the Wastewater Utility, \$0.00 from the Stormwater Utility, and \$0.00 from Sanitation. Total Claims approved: \$914.76.

***Motion carried, 4 ayes (3 members absent: Sherman, Burnham, Capler).***

***Frank moved and Ehman seconded the motion to approve a special check run for the bond and SRF loan payments as follows:***

Vendor invoices submitted included \$1,609,148.47 from the Water Utility, \$4,777,941.03 from the Wastewater Utility, and \$0.00 from the Stormwater Utility. Total Claims approved: \$6,387,089.50.

***Motion carried, 4 ayes (3 members absent: Sherman, Burnham, Capler).***

**APPROVAL OF CONSENT AGENDA**

CBU Director Kelson presented the following agreements recommended by staff for approval: Bruce Wilds Security - 2nd Amendment Security at Griffy, Affordable Fence - Griffy and Dillman Gates, Electrical Maintenance and Testing - 1st Amendment On Call Services. As none were removed by the Board, these agreements were approved.

**REQUEST APPROVAL TO EXPENSE NON-COLLECTABLE ACCOUNTS RECEIVABLE**

*Frank moved and Ehman seconded the motion to approve expense; motion carried, 4 ayes (3 members absent: Sherman, Burnham, Capler).*

Pettit discussed closing out the fiscal year by writing off accounts that have a balance below \$40 and are 90+ days overdue. Included are \$9,367.44 in wastewater, \$11,084.12 in water, and \$528.00 in miscellaneous. The total is \$20,979.56.

**OLD BUSINESS:** None.

**NEW BUSINESS:** None.

**SUBCOMMITTEE REPORTS:** None.

**STAFF REPORTS:** Kelson reported that the City Council approved 2 CBU items: updated backflow ordinance and the lease-purchase plan for AMI. Kelson thanked the Board, City Administration, and City Council for their assistance. The lease-purchase plan allows AMI to be installed in 1.5 years instead of 6 or 7 years. A good side effect of taking this to Council was the opportunity for their comments and public discussion. Kelson says CBU hopes to bring a contract for installation to the Board at the 1/7/19 meeting.

Kelson also thanked all 7 USB members for their leadership, support, and guidance in 2018. He says he looks forward to 2019 and a board retreat early in the year. Banach asked if there were any new members in 2019; Kelson answered that all current members have at least 1 more year in their term. Roberts encouraged any members who wished to lead the Board in 2019 to discuss before the next meeting.

**PETITIONS AND COMMUNICATIONS:** None

**ADJOURNMENT:** The meeting was adjourned at 4:42 p.m.

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Julie Roberts, President

DATE

**UTILITIES SERVICE BOARD MOTION  
MEETING ON JANUARY 07, 2019  
PAYABLES G/L Date: 12-29-18**

To:	Utilities Service Board	From:	Kim Robertson
Dept.		Dept.	Accounts Payable
Sub:	Claims list filed: 01/03/19	Date:	01/03/19
	USB: 1/7/2019		
	For Period: 12/08/18 - 12/21/18	Paydate:	01/11/19
	G/L Date: 12/29/18		

Utilities Department invoices filed with the City Controller January 03, 2019 and signed by the Utilities Service Board for payment January 11, 2019 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	122,360.23
Water Construction	0.00
Water Meter Deposit	0.00
Water Sinking	0.00
Water Hydrant Meter Rental	0.00
Total of Water Utilities as per the invoice list:	\$122,360.23
Wastewater Operations & Maintenance	63,251.48
Wastewater Construction	0.00
Wastewater Sinking	0.00
Total of Wastewater Utilities as per the invoice list:	\$63,251.48
Stormwater	4,333.46
Stormwater Construction	0.00
Total of Stormwater Utility as per the invoice list:	\$4,333.46
<b>Total Water Utility:</b>	<b>\$122,360.23</b>
<b>Total Wastewater Utility:</b>	<b>\$63,251.48</b>
<b>Total Stormwater Utility:</b>	<b>\$4,333.46</b>
<b>TOTAL WATER, WASTEWATER &amp; STORMWATER UTILITIES</b>	<b>\$189,945.17</b>

City of Bloomington Utilities  
Accounts Payable by G/L Distribution Report  
Paydate: 01/11/19

PAYABLES G/L DATE: 12/29/18

Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Wastewater O&M	Stormwater O&M
Aecom Technical Services	2000142861	W17-4102-Dyer Tank Environmental Services to 11/09/18 - ENG	7,560.37	7,560.37		
Alexander's LLC	3010099	TD18-356 Step, grab handle for truck # 626	285.10			285.10
All-Phase Electric Supply, INC	0740-579788	2 Warrick sockets, 2 low water cut-off modules - LS, TD	595.50		595.50	
Astbury Gabriel Corp (ESG Laboratories)	18019098	Testing-Digester, Effluent & Influent comp/grab - 12/05/18 - DR	419.00		419.00	
B L Anderson Co., INC	V-18086	DR18-091 Pressure reducing valve 6" Pilot system isolation valve	4,402.50		4,402.50	
Black Lumber Co. INC	387188	Flashlight, drill for truck #529 - SW, TD	149.94			149.94
Black Lumber Co. INC	387635	Toggle switch for fuel pump on truck #621 - SW, TD	5.99			5.99
Blue Chip Technologies, INC	113	DM18-193 Gearbox, mounting plate, 3/4 hp TEFC motor, sprocket	2,286.46		2,286.46	
Brenntag Mid-South, INC	BMS167466	Sodium hydroxide - 11.5952 @ 625.00 delivered 12/20/18 - MN	7,247.00	7,247.00		
Bruce Wilds Security, LLC	10879	24/7 Security of Griffy Plant Grounds 12/08/18-12/21/18 - PUR	9,912.00	9,912.00		
Chemtrade Chemicals Corporation	92532984	Alum - 11.216 @ 434.00 delivered 12/13/18 - MN	4,867.74	4,867.74		
Chemtrade Chemicals Corporation	92539052	Alum - 11.230 @ 434.00 delivered 12/20/18 - MN	4,873.82	4,873.82		
Cintas First Aid & Safety #2	5012453682	Restock first aid supplies in cabinet @ Blucher - 12/13/18 - BP	75.97		75.97	
City Of Bloomington Utilities	200884-001 12/18	W17-4113-Hydrant meter @ Griffy 11/01-12/02/18-ENG	94.78	94.78		
City Of Bloomington Utilities	ACCT18-110	Replenish petty cash drawer - Receipt #'s 1603-1606 - ACCT	175.00		175.00	
Core & Main, LP	J867754	PUR18-486 1" COMP X 1" COMP 90 w/Tracer nuts	1,850.00	1,850.00		
Donohue & Associates INC	12594-24	D14-80 - Jordan River Culvert 11/04-12/08/18 - ENG	1,390.00			1,390.00
Electric Plus, INC	20811	DM18-207 Motor cable meg termination of wires for replaced motor	487.34		487.34	
Electric Plus, INC	20835	ENG18-114 S16-6000 All electrical work per drawings & specs	2,347.50		2,347.50	
Eurofins Eaton Analytical, INC	S320408	Testing - Haloacetic acids, Trihalomethanes @ Monroe - MN	190.00	190.00		
Eurofins Eaton Analytical, INC	S321066	Dissolved & total organic carbon, SUVA, UV analysis - MN	185.00	185.00		
Fisher Scientific Company, LLC	2540497	1 cs 100UL Fltr tip str 960/pk - MN	627.45	627.45		
Fisher Scientific Company, LLC	2934583	1 Electronic scale - MN	690.24	690.24		
Gray Matter Systems, LLC	SIN007852	WS18-20605 - SCADA System Improvements - 10/14-11/03/18 - ENG	330.00	132.00	198.00	
Gray Matter Systems, LLC	SIN007853	WS18-20605 - SCADA System Improvements - 10/21-11/03/18 - ENG	247.50	99.00	148.50	
Gray Matter Systems, LLC	SIN008147	WS18-20605 - SCADA System Improvements - 11/18-12/01/18 - ENG	495.00	198.00	297.00	
GRW Engineers, INC	0051421	S18-6215 - I-69 Section 5 Sanitary Sewer Relocations TO 11/17/18	20,000.00		20,000.00	
HACH Company	11249123	DL18-117 DPD Total chlorine reagent swiftest	233.45	233.45		
Headco Industries, INC (Bearing Headquarters)	5416366	DM18-186 SS Cotters allied-locke, SS cotter pins allied-locke	2,026.78		2,026.78	
HP Products Corporation	I4190525	Kitchen towels, tissue, detergent, soap, nitrile gloves-BP	782.31		782.31	
HP Products Corporation	I4191514	20 bx 2XL Nitrile Gloves 6mil - BP	190.60		190.60	
HP Products Corporation	I4238156	10 bx Medium Nitrile gloves, 10 bx XL Nitrile gloves - DR	152.90		152.90	

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Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Wastewater O&M	Stormwater O&M
HP Products Corporation	14240663	4 cs Kitchen towels - DR	143.96		143.96	
Hydra-Stop, LLC	35782	TD18-554 4" Cutter, Pilot drill side tap 4" 6" & 8" carbine	1,501.72	1,501.72		
Indiana Underground Plant Protection Service, INC	74403	Monthly per ticket fee - 1,803 @ .95 - 11/01-11/30/18 - TD	1,712.85	685.14	1,027.71	
Indiana University Health Bloomington, INC	00084990-00	Vaccine Hep B/Admin toxoid single for 1 TD employee-12/06/18-TD	121.00	48.40	72.60	
Indiana University Health Bloomington, INC	00084991-00	Vaccine Hep B, Toxoid single for 1 Dillman employee-12/06/18-DR	121.00		121.00	
Indiana University Health Bloomington, INC	00085431-00	Drug screen DOT 5 for 1 TD Employee - 12/18/18 - TD	45.00	18.00	27.00	
Irving Materials, INC	10652937	Concrete - Water main @ 3271 N O'Brien Pl 12/04/18 - TD	611.50	611.50		
Irving Materials, INC	10652938	Concrete - Storm @ E Canada Dr & Claybridge 12/04/18 - SW, TD	125.50			125.50
Irving Materials, INC	10652939	W18-4213 - Concrete - 12/04/18 - TD	248.00	248.00		
Irving Materials, INC	10655491	W18-4213 - Concrete - 12/11/18 - TD	1,524.00	1,524.00		
Irving Materials, INC	10656106	Concrete - Water @ 1700 W Bloomfield Rd - 12/12/18 - TD	313.25	313.25		
Irving Materials, INC	10656688	W18-4213 - Concrete - 12/13/18 - TD	1,524.00	1,524.00		
Irving Materials, INC	10657507	Concrete - Water @ 2308 Woodbluff Ct - 12/17/18 TD	384.75	384.75		
Irving Materials, INC	10658060	Concrete - Water @ 1410 W Jordan - 12/18/18 - TD	225.00	225.00		
J&S Locksmith Shop, INC	189146	14 keys made - MN	57.00	57.00		
JCI Jones Chemicals, INC	777143	Sodium hypochlorite - 4,722 @ .7960 delivered 12/11/18 - MN	3,758.71	3,758.71		
Jeffery D Todd (Todd Septic Tank Service)	7438	Pump & remove waste from pond - 11/19-11/25/18 - MN	13,200.00	13,200.00		
JJ's Concrete Construction, LLC	44756	Concrete - 1000 W Kirkwood - 12/20/18 - TD	328.00	328.00		
John Deere Financial (Rural King)	JRNL#C86290/62	2 4' Shop lights - TD	39.98		39.98	
John Deere Financial (Rural King)	JRNL#C87621/62	6 4' LED lights, 1 power strip - TD	132.93		132.93	
John Deere Financial (Rural King)	JRNL#C94100/62	5 Dewalt 18-20V adapter for meter trucks - MS, TD	199.95	79.98	119.97	
John Deere Financial (Rural King)	JRNL#C96847/62	Chain saw chaps for truck #626 - TD	89.99			89.99
John Deere Financial (Rural King)	JRNL#L72978/62	1 Pair of muck boots for truck #616 - TD	99.98	99.98		
Kirby Risk Corp	S110157576.001	ACV Detector 90-1000V - MN	32.49	32.49		
Kirby Risk Corp	S110157576.002	AB 500-TOB930 NEMA Contactor (top wiring) - MN	358.00	358.00		
Kirby Risk Corp	S110162702.001	3 Linear washdown 4' 50w LED, 3 Edgelit panel 2x4 - DR	625.65		625.65	
Kirby Risk Corp	S110162702.002	Linear washdown 4' 50w emergency lighting - DR	929.28		929.28	
Kirby Risk Corp	S110183149.001	120w XLE Power supply for module in filter building - DR	569.24		569.24	
Kirby Risk Corp	S110195054.001	160' of Conduit EMT PVC - DR	113.02		113.02	
Kirby Risk Corp	S110195054.002	4x4 boxes, contactors, box cover, liquid tight, & misc - DR	332.30		332.30	
Kirby Risk Corp	S110195054.003	Black, white & green wire THHN - DR	207.51		207.51	
Lawson Products, INC	9306338719	Misc couplings, elbows, nipples, ball valves, unions - BP	249.94		249.94	
Lawson Products, INC	9306344772	Connectors, quick slides, washers, drill bits & misc - DR	1,303.65		1,303.65	

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Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Wastewater O&M	Stormwater O&M
MacAllister Machinery Co, INC	R67271323310	1 Month rental of 6 light towers for Griffy security - ENV	3,311.00	3,311.00		
MacAllister Machinery Co, INC	R71290933701	Rental of trench box for sewer repair @ 2393 S Henderson-TD	886.00		886.00	
Mark Osborne (Control Freaks Consulting)	180Inv-MN18-541	MN18-541 Hydroxide pumps fluoride pumps air comp for bubbler	945.00	945.00		
Menards, INC	8149	72" 15 drawer tool box - MN	1,399.00	1,399.00		
Menards, INC	8150	56" 8 drawer tool chest, 26" 5 drawer cabinet - MN	728.00	728.00		
Menards, INC	12721	Magnifying glass, ell pvc, swiffer refill, swiffer 360 - MN	33.19	33.19		
Menards, INC	13042	60w Halogens, magnifying glass, magnets - MN	45.12	45.12		
Menards, INC	13064	5 Gallons of gloss white paint for lift stations - LS, TD	56.87		56.87	
Menards, INC	13118	PVC Pipe, cement, driver set, knife, primer & misc.respirator-MN	303.76	303.76		
Menards, INC	13822	4 Wire strippers for truck #'s 616, 630, 631 - TD	63.96	63.96		
Michael Thomas Carter	ENG18-128	Reimbursement for water line easement on Weimer Rd - ENG	28.50	28.50		
Milestone Contractors, LP	121413	D18-96 - Asphalt - 11/02/18 - SW, TD	2,160.07			2,160.07
Milestone Contractors, LP	121934	Asphalt - Water & Storm - 12/05/18 - SW, TD	378.79	252.52		126.27
Nalco U.S. 2, INC (Nalco Water Pretreatment)	2291596	E-CBI-016F-XX Carbon Guard IT Carbon Exchanger - BP	188.21		188.21	
Nolan Hunt Hendon	ADMIN18-211	Reimbursement for Envision ISI SP Credential Renewal - DIR	80.00	32.00	48.00	
Office Depot, INC	231964975001	Calendar, log book, clips, correction tape, tape, pens, grip-CS	109.62	43.85	65.77	
Office Depot, INC	231964976001	3 dz blue pens, 1 dz pens, 3 dz binder clips - CS	70.93	28.37	42.56	
Office Depot, INC	231964977001	1 Pk calculator ribbon - CS	14.69	5.88	8.81	
Office Depot, INC	237129466001	Reusable notebook, pens - MN	36.88	36.88		
Office Depot, INC	238895763001	1 dz pens, calendar, pocket file - AR, ACCT	79.93	31.98	47.95	
Office Depot, INC	238895764001	Magnifier - ACCT	10.69	4.28	6.41	
Office Depot, INC	239562025001	Wire shelving - DIR	125.98	50.39	75.59	
Office Depot, INC	239562026001	Envelopes, rechargeable batteries - DIR	14.48	5.79	8.69	
Office Depot, INC	241395345001	Pushpin magnets - ACCT	1.44	.58	.86	
Office Depot, INC	241395346001	1500watt ceramic tower heater - ACCT	39.64	15.86	23.78	
Office Depot, INC	241911660001	Planner, tape, rubber bands, memo books, pens & misc-DR	225.75		225.75	
Office Depot, INC	241911661001	1 bx highlighters - DR	5.88		5.88	
Office Depot, INC	245569110001	Pens, recycled paper, soft soap, lysol, detergent - DIR, PUR	461.97	184.79	277.18	
Office Depot, INC	246837537001	Extension cord - COMM, PUR	11.39	4.56	6.83	
Office Depot, INC	246843635001	Extension cord, cable - COMM, PUR	28.48	11.39	17.09	
Office Depot, INC	247500648001	Return of extension cord - COMM, PUR	(11.39)	(4.56)	(6.83)	
Pace Analytical Services, INC	1850101176	6 ea EPA 1631E testing-required for Dillman NPDES permit-LAB,DR	540.00		540.00	
Pace Analytical Services, INC	1850101301	Analysis of Dillman monitor well samples - LAB, DR	1,535.00		1,535.00	
Republic Services, INC	0694-002234848	Trash removal @ Monroe WTP - 12/01-12/31/18 - MN	99.75	99.75		
Republic Services, INC	0694-002234849	Trash removal @ Blucher WWTP - 12/01-12/31/18 - BP	99.75		99.75	
Rogers Group, INC	0071168753	#11 & #53 Stone for stock - 12/13-12/14/18 - TD	1,279.41	511.76	767.65	



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Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Wastewater O&M	Stormwater O&M
Southside Rental Center, INC	14215	Propane for forklifts - SC	130.90	52.36	78.54	
SSI Services, LLC	8775	W18-4224 - Griffy WTP Deconstruction - 12/01-12/31/18 - ENG	14,648.00	14,648.00		
SSW Enterprises, LLC (Office Pride)	IN000509359	Janitorial service 3x per week @ Blucher - 11/01/18 - BP, PUR	1,169.35		1,169.35	
SSW Enterprises, LLC (Office Pride)	IN000509361	Janitorial service 3x per week @ Dillman - 11/01/18 - DR, PUR	1,189.63		1,189.63	
SSW Enterprises, LLC (Office Pride)	IN000509364	Janitorial service 3x per week @ Monroe - 11/01/18 - MN, PUR	1,169.48	1,169.48		
SSW Enterprises, LLC (Office Pride)	IN000509367	Janitorial service 3x per week @ Serv Cntr - 11/01/18 - SC, PUR	3,053.04	1,221.22	1,831.82	
State Of Indiana	12/06/18 CBU	Water usage - 11/01-11/30/18 - MN	13,957.09	13,957.09		
Sunbelt Rentals, INC	85355104-0001	12 Gaskets for truck #626 - SW, TD	12.00	4.80	6.60	.60
Synchrony Bank	467478945847	TD18-557 Ultra tech polyethylene 2 drum rack containment	806.19		806.19	
Synchrony Bank	467879659975	ADMIN18-200 LEED Green associate exam preparation guide LEED V4	99.00	39.60	59.40	
Tri-State Bearing Co, INC	1068839-00	2 Coupling flanges, 4 coupling sleeves - MN	36.84	36.84		
United Parcel Service, INC	0000430948498	Shipping charges - Tracking #J4621624775 11/28/18 - MN	125.81	125.81		
United Parcel Service, INC	0000430948508	Shipping charges - 12/11/18 - MN, TD, PUR	59.09	12.57	46.52	
United Parcel Service, INC	0000430948518	Shipping charges - 12/18/18 - LAB, DIR, PUR	145.60	145.60		
Upholstery Decor, INC	4990	TD18-556 100 25"X2" Foam discs, 50 31"X2" foam discs	3,700.00	1,480.00	2,220.00	
VET Environmental Engineering, LLC	3592	W17-4113 - Griffy Plant Demolition - 09/26-11/07/18 - ENG	17,534.49	17,534.49		
W.W. Grainger, INC	9021913505	DM18-201 Standard duty door lockset	776.16		776.16	
W.W. Grainger, INC	9026337544	DM18-203 6 Little giant pumps	391.86		391.86	
W.W. Grainger, INC	9027522664	BP18-230 7 Safety utility knives	58.38		58.38	
Young Trucking, INC	99619	Fill sand for drying beds - 11/15-11/16/18 - DR	1,402.45		1,402.45	
Young Trucking, INC	99843	Hauling sludge from Blucher Poole - 12/05-12/07/18- BP, OP	1,355.93		1,355.93	
Young Trucking, INC	99844	Hauling sludge from Dillman WWTP - 12/03/18- DR, OP	6,329.75		6,329.75	
Grand total:			189,945.17	122,360.23	63,251.48	4,333.46

**UTILITIES SERVICE BOARD MOTION  
MEETING ON JANUARY 07, 2019**

To:	Utilities Service Board	From:	Kim Robertson
Dept.		Dept.	Accounts Payable
Sub:	Claims list filed: 01/03/19	Date:	01/03/19
	USB: 1/7/2019		
	For Period: 12/08/18 - 12/21/18	<b>Paydate:</b>	<b>01/11/19</b>
	G/L Date: <b>01/11/19</b>		

Utilities Department invoices filed with the City Controller January 03, 2019 and signed by the Utilities Service Board for payment January 11, 2019 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	931.26
Water Construction	0.00
Water Meter Deposit	0.00
Water Sinking	0.00
Water Hydrant Meter Rental	0.00
 Total of Water Utilities as per the invoice list:	 <u><u>\$931.26</u></u>
 Wastewater Operations & Maintenance	 2,337.44
Wastewater Construction	0.00
Wastewater Sinking	0.00
 Total of Wastewater Utilities as per the invoice list:	 <u><u>\$2,337.44</u></u>
 Stormwater	 0.00
Stormwater Construction	0.00
 Total of Stormwater Utility as per the invoice list:	 <u><u>\$0.00</u></u>
 <b>Total Water Utility:</b>	 <u><u>\$931.26</u></u>
 <b>Total Wastewater Utility:</b>	 <u><u>\$2,337.44</u></u>
 <b>Total Stormwater Utility:</b>	 <u><u>\$0.00</u></u>
 <b>TOTAL WATER, WASTEWATER &amp; STORMWATER UTILITIES</b>	 <u><u>\$3,268.70</u></u>

City of Bloomington Utilities  
 Accounts Payable by G/L Distribution Report  
 Paydate: 01/11/19

Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Wastewater O&M
Indiana Paging Network, INC	13768256	Pager fees - 01/01/19-03/31/19 - PUR, TD, MS, MN, BP, DR	88.67	36.64	52.03
Koorsen Fire & Security, INC	4616619	Fire alarm monitoring @ Service Center - 01/01/19-03/31/19 - SC	97.89	39.16	58.73
Logical Concepts, INC (Omnisite)	62227	Monthly Cellular fee for XR-50 Omni-Site - 01/01-01/31/19 - ENG	1,150.00		1,150.00
Republic Services, INC	0694-002231324	Trash removal @ Dillman WWTP & Serv Cntr - 01/01-01/31/19 - SC	567.14	27.46	539.68
Service Express INC	266806 CBU	Server Maintenance - 01/01-03/31/19 - SC, MN, DR, DIR	1,365.00	828.00	537.00
Grand total:			<u>3,268.70</u>	<u>931.26</u>	<u>2,337.44</u>

**UTILITIES SERVICE BOARD MOTION  
MEETING ON JANUARY 07, 2019  
UTILITY BILLS  
PAYABLES**

To: Utilities Service Board  
 Dept.  
 Sub: Claims list filed: 01/02/19  
 USB: 1/7/2019  
 For Period: 12/19/18 - 01/02/19  
 G/L Date: **12/26/2018 payables**

From: Kim Robertson  
 Dept. Accounts Payable  
 Date: 01/02/19  
 Paydate: **01/02/19**

Utilities Department invoices filed with the City Controller January 02, 2019 and signed by the Utilities Service Board for payment January 02, 2019 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	87,173.83
Wastewater Operations & Maintenance	93,493.45
Stormwater	
<b>Total Water Utility:</b>	<b>\$87,173.83</b>
<b>Total Wastewater Utility:</b>	<b>\$93,493.45</b>
<b>Total Stormwater Utility:</b>	<b>\$0.00</b>
 <b>TOTAL WATER, WASTEWATER &amp; STORMWATER UTILITIES</b>	 <b>\$180,667.28</b>

City of Bloomington Utilities  
Accounts Payable by G/L Distribution Report  
Paydate: 01/02/19

Payables GL Date: 12/26/18

Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Wastewater O&M
AT&T	8123311353 12/18	Service - S Washington St Storage - 12/22-01/21/19 - SC	164.02	65.61	98.41
AT&T	8123315400 12/18	Service - Centrex Main Line - 12/22-01/21/19 - SC	9,766.47	3,906.59	5,859.88
AT&T Mobility II, LLC	12/11/18	Service - All Utility Depts - #287268772596x12192018 - SC	2,329.15	807.65	1,521.50
AT&T Mobility II, LLC	8123600681 12/18	Service - Monroe Maintenance - 11/12-12/11/18 - MN	59.07	59.07	
DirecTV, LLC	35583135247 1218	Service - Dillman WWTP - 12/12-01/11/19 - DR	63.99		63.99
DirecTV, LLC	35586143785 1218	Service - Monroe WTP - 12/12-01/11/19 - MN	63.99	63.99	
Duke Energy	12/26/18	Service - Nov - Dec 2018 - LS, BS, GR, TD, DR, MN	168,123.37	82,173.70	85,949.67
Smithville Telephone Co Inc	8128241616 12/18	Service - SE Pumping Station - 11/20-12/19/18 - BS	97.22	97.22	
Grand total:			<u>180,667.28</u>	<u>87,173.83</u>	<u>93,493.45</u>

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

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

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INDIANA DEPARTMENT OF REVENUE - RECEIPTS TAX \$0.00  
4TH QUARTER UTILITY RECEIPTS TAX

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NPC \$0.00  
CHARGE CARD FEES - NOVEMBER, 2018

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

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GROSS PAYROLL \$323,085.12

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1/4/2019

FICA TAX \$23,293.24

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1/4/2019

**TOTAL \$346,378.36**

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**UTILITIES SERVICE BOARD MOTION  
MEETING ON JANUARY 07, 2019  
CUSTOMER REFUNDS**

<p>To: Utilities Service Board          Dept.          Sub: Claims list filed: 01/02/19          USB: 1/7/2019          For Period: 12/20/18 - 12/28/18          G/L Date: <b>01/11/19</b></p>	<p>From: Kim Robertson          Dept. Accounts Payable          Date: 01/02/19    <b>Paydate: 01/11/19</b></p>
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Utilities Department invoices filed with the City Controller January 02, 2019 and signed by the Utilities Service Board for payment January 11, 2019 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	7,759.27
Stormwater	0.00
Sanitation	0.00
<b>Total Water Utility:</b>	<b>\$0.00</b>
<b>Total Wastewater Utility:</b>	<b>\$7,759.27</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>\$7,759.27</b>

City of Bloomington Utilities  
 Accounts Payable by G/L Distribution Report  
 Paydate: 01/11/19

**CUSTOMER REFUNDS**

Vendor	Invoice No.	Invoice Description	Invoice Amount	Check No.	Reason for refund	Water Funds	Wastewater Funds	Stormwater Funds	Sanitation
Brownstone Terrace Inv Group	5214-029	Customer refund	\$15.53	25872	Remaining credit balance after move out bill in December		\$15.53		
Brownstone Terrace Inv Group	5274-027	Customer refund	\$15.53	25873	Remaining credit balance after move out bill in December		\$15.53		
City Church for All Nations	42845-002	Customer refund	\$6,363.66	25874	Sewer connection refund		\$6,363.66		
Everest Properties LLC	5187-008	Customer refund	\$967.17	25875	Remaining credit balance from leak adjustment in November		\$967.17		
SLB Pipe Solutions	201067-001	Customer refund	\$388.06	25876	2" temp. hydrant meter deposit		\$388.06		
Philip J Wampler	923-001	Customer refund	\$9.32	25877	Remaining credit balance after move out bill in December		\$9.32		
<u>\$7,759.27</u>						<u>\$0.00</u>	<u>\$7,759.27</u>	<u>\$0.00</u>	<u>\$0.00</u>
\$7,759.27									





**MEMORANDUM**

**TO:** Mayor & Controller  
**FROM:** Brandon Prince, Utilities  
**DATE:** 1/2/2019  
**RE:** Request for Approval of Agreement with Duke for Lighting at Decommissioned Griffy Water Treatment Plant

**Funding Source:** 009-62-900003-U61532

**Total Dollar Amount of Contract:** Not to Exceed \$10,000.00

**Expiration Date of Contract:** March 1, 2019

**Department Head Initials of Approval:**

**Due Date For Signature:** For USB meeting on Monday, January 7, 2019

**Record Destruction Date (Legal Dept to fill in): 10 years from completion of contract**

**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:**

Brandon Prince

**Summary of Contract:** This agreement is with Duke Energy to install permanent lighting at the decommissioned Griffy Water Treatment Plant. Currently, CBU is paying to rent and run temporary lighting for security while remediation occurs at the Griffy property. The lighting has been effective in preventing trespassing at the site, but the rental is over \$500 per day, so this agreement with Duke is a more effective use of funds.



**MEMORANDUM**

**TO: Mayor Hamilton**  
**FROM: James Hall**  
**DATE: November 30, 2018**  
**RE: Professional Services Agreement with AECOM Technical Services, Inc. for a Phase 1 Environmental Site Assessment.**

**Funding Source:** 010-010500

**Total Dollar Amount of Contract:** \$3,820

**Expiration Date of Contract:** March 1, 2019

**Department Head Initials of Approval:**

**Due Date For Signature:** 01/07/2019, 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 McLauchlin

**Summary of Contract:**

Scope of services includes conducting a Phase 1 Environmental Site Assessment of the Winston Thomas Area. The area being leased to the Bloomington Police Department that currently houses the incinerator is the parcel of focus.



**MEMORANDUM**

**TO: Mayor Hamilton**  
**FROM: James Hall**  
**DATE: December 21, 2018**  
**RE: Professional Services Agreement with Greeley and Hanson for  
the Blucher Poole WWTP NPDES Permit Renewal**

**Funding Source:** 010-U10500

**Total Dollar Amount of Contract:** \$14,000

**Expiration Date of Contract:** October 1, 2019

**Department Head Initials of Approval:**

**Due Date For Signature:** 1/7/2018, 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 at Blucher Poole Waste Water Treatment Plant 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: John Hamilton**  
**FROM: Vic Kelson**  
**DATE: January 2, 2019**  
**RE: Approval of Amendment 1 for Consulting Services – American Structurepoint, Inc**

**Funding Source:** 009-U10500 and 010-U10500

**Total Dollar Amount of Contract:** Not to Exceed \$19,900.00

**Expiration Date of Contract:** December 31, 2019

**Department Head Initials of Approval:**

**Due Date For Signature:** For USB meeting on Monday, January 7, 2019

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

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

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

**Summary of Contract:** The City approved a Consulting Services Agreement with American Structurepoint on March 6, 2018 to design the water and sanitary sewer infrastructure relocation plans for the Fullerton Pike Phase II project. The original project scope did not include the preparation of bid documents and specifications as well as limited construction phase engineering services. The contract scope is being amended to include these services.



**MEMORANDUM**

**TO:** Mayor & Controller  
**FROM:** Jane Fleig, Utilities  
**DATE:** 12/27/2018  
**RE:** Fullerton Pike Phase II – Water Main and Sanitary Sewer Relocation Agreement with Milestone Contractors, LP

**Funding Source:** 009-U10500 and 010-U10500

**Total Dollar Amount of Contract:** Not to Exceed \$662,000.00 (of which \$49,000.00 will be reimbursable by the County)

**Expiration Date of Contract:** December 31, 2019

**Department Head Initials of Approval:**

**Due Date For Signature:** January 3, 2019

**Record Destruction Date (Legal Dept to fill in):** 12/31/2029

**Legal Department Internal Tracking #:** 18-792

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

Christopher J. Wheeler

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

Jane Fleig

**Summary of Contract:** Milestone Contractors will relocate City of Bloomington Utility water and sanitary sewer infrastructure which has been determined to be in conflict with the Monroe County Fullerton Pike Phase II road and bridge project.



**MEMORANDUM**

**TO:** Mayor & Controller  
**FROM:** Brad Schroeder, Utilities  
**DATE:** 12/28/2018  
**RE:** Request for Approval of Agreement for Services with Utility Metering Solutions, L.L.C.

**Funding Source:** water 40% 009-U10500 (cwip); wastewater 60% 101-U10500 (cwip)

**Total Dollar Amount of Contract:** Not to Exceed \$1,987,499.00

**Expiration Date of Contract:** June 30, 2020

**Department Head Initials of Approval:**

**Due Date For Signature:** For USB meeting on Monday, January 7, 2019

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

**Legal Department Internal Tracking #:** 18-776

**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:** As part of the CBU upgrade to its metering system, Contractor will act as agent of CBU to oversee all aspects of the installation of the advanced metering infrastructure including: community outreach; meter installation; old meter disposal and recycling; software setup, integration, and interface; and post installation monitoring to ensure meter communication occurs as expected.



**City of Bloomington  
Information & Technology Services**

P.O. Box 100 Suite 160  
Bloomington, IN 47402  
P. 812.349.3454 F. 812.349.3487

Requisition Number: 1806177

Please use the Requisition Number above on all paperwork, invoices, and packing slips.

Priority: Medium

Purchase Type: Renewal

**Purchase Order**

Vendor: GE Digital LLC 2623 Camino Ramon San Ramon, CA 94583-9130 United States

Ship To: City of Bloomington ITS 401 N Morton Street Suite 160 Bloomington, IN 47404 (812)349-3454

Quote Number: BMIQ-07242018-265189

ITS Representative: Rick Routon

Part No.	Description	Quantity	Unit Price	Amount
	See Attachment	1	\$29,327.28	\$29,327.28
<b>Terms and Conditions</b>			<b>Total:</b>	<b>\$29,327.28</b>
Payment Method: <u>EFT</u>			Shipping Charge:	
Card Type: <u>Mastercard</u>	Name as it appears on card:		<b>Grand Total:</b>	<b>\$29,327.28</b>
Credit Card Number:	Exp. Date:	CVN Number:		

**Attention Department or Division Head Authorizing this Purchase:**

New software may not be backwards compatible or compatible with older versions of the software (e.g. Adobe Creative Suite). Therefore, you may not be able to access or make changes to brochures, maps, etc. created and or saved in the format of a previous version. By signing below you acknowledge that you have been made aware of and accept this possibility.

Department  
Authorization  
Signature: \_\_\_\_\_

**ITS USE ONLY BELOW THIS LINE:**

This equipment is being purchased for use in what location? Utilities - Administration

Please specify the primary person that will be using the equipment: N/A

This is for the renewal of software service/support. ITS Inventory #: N/A

Item Description/Comments

See Attachment for detail.

ITS Supervisor: \_\_\_\_\_ Request: \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Request: Approved  Entered In Excel Fund: \_\_\_\_\_ Department: \_\_\_\_\_  Entered In New World Program: \_\_\_\_\_ Line: \_\_\_\_\_

Date: Nov 16, 2018 Signature: Richard Routon  
Digitally signed by Richard Routon Date: 2018.11.16 14:53:50 -05'00'

Date Ordered: \_\_\_\_\_ Order placed: \_\_\_\_\_ Person Placing the Order: \_\_\_\_\_



**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.