

UTILITIES SERVICE BOARD MEETING

01/06/2020

Utilities Service Board meetings are recorded electronically and are available during regular business hours in the office of the Director of Utilities.

Board Vice President Sherman called the regular meeting of the Utilities Service Board to order at 5:00p.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: Jim Sherman, Jean Capler, Jason Banach, Amanda Burnham, ex-officio Terri Porter, ex-officio Jim Sims

Staff present: Vic Kelson, Laura Pettit, Holly McLaughlin, LaTreana Harrington, Chris Wheeler, Brad Schroeder, Cindy Shaw, Tom Axsom, Brandon Prince, Tyler Steury, Phil Peden, Nolan Hendon, Mike Hicks

APPOINT ROLES FOR 2020

Sherman called for nominations for President and Vice President. Board member Capler nominated Roberts for President, and herself (Capler) for Vice President.

Capler moved and board member Banach seconded the motion to approve the nominations. Motion carried, 4 ayes (2 members absent: Julie Roberts and Jeff Ehman).

Newly appointed Vice President Capler postponed the appointment of the sub-committee memberships until the vacant USB position is filled.

AMEND AGENDA

Capler noted the removal of items 7 and 8, the 2018 and 2019 Interdepartmental Agreements upon review from the Finance sub-committee and presentation from the Controller's office. Capler noted the addition of item 6B, a Request for Approval of First Amendment to the Agreement for Services with Bruce Wilds Security, LLC.

Banach moved and board member Burnham seconded the motion to approve the amended agenda. Motion carried, 4 ayes.

MINUTES

Board member Sherman moved and Burnham seconded the motion to approve the minutes of the December 23, 2019 meeting. Motion carried, 4 ayes.

CLAIMS

Sherman moved and Burnham seconded the motion to approve the standard claims as follows: Vendor invoices submitted included \$134,073.54 from the Water Utility, \$800,350.54 from the Wastewater Utility, and \$30,466.50 from the Stormwater Utility. Total Claims approved: ***\$964,890.58. Motion carried, 4 ayes.***

A claim for American Structure Point for a drainage study led the Board to remember another drainage study that was to be done near the YMCA and Winslow- had it been completed? CBU Engineer Peden said the study near the YMCA had not been attempted yet.

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

Utility invoices submitted included \$8,612.98 from the Water Utility, and \$69,098.21 from the Wastewater Utility.

Total Claims approved: \$77,711.19. Motion carried, 4 ayes.

Sherman moved and Burnham seconded the motion to approve the wire transfers, fees, and payroll in the amount of \$349,646.28. Motion carried, 4 ayes.

Sherman moved and Burnham seconded the motion to approve the Customer Refunds as follows:

Refunds submitted included \$1,483.58 from the Wastewater Utility. **Total Claims approved: \$1,483.58.**

Motion carried, 4 ayes.

CONSENT AGENDA

CBU Director Kelson presented the following items recommended by staff for approval:

- Hach Co. - \$6,977.00 - Preventative Maintenance at Monroe Plant
- Crane 1- \$2,025.00 - Overhead Crane Services at Monroe Plant
- ~~Mitchell & Stark - \$22,580.00 - Change Order No. 1 - Blucher Pools Aeration Basins (Kelson noted this item had been removed)~~
- Presidio Infrastructure Solutions ~ \$6,978.32 - Purchase and Installation of four cameras
- Electric Plus, Inc. - \$10,000.00 - On-Call Services for Electrical Contracting Work
- Todd Septic Tank Service - \$10,000.00 - On-Call Septic Services
- Air Master Heating and Air Conditioning, LLC - \$6,000.00 - On-Call HVAC Services
- D.E.Q., Inc.- \$15,000 - On-Call Services for Plant/Pump Station Control/SCADA
- Quality Repair Service - \$18,000.00 - On-Call Services for WW Plant/Station Repair
- Heflin Industries, Inc. - \$6,000.00 - On-Call Services for Mechanical Contracting
- Building Associates, Inc. - \$10,000.00 - On-Call Services for Mechanical Contracting
- Young Plumbing and Mechanical, Inc. - \$10,000.00 - On-Call Services for Plumbing
- Mitchell & Stark - \$2,328.29 - Emergency Repair of Clarifier #3 Uptake Valve
- Baker Stone Work, Inc. - \$625.00 - CBU Service Center Caulk Replacement
- Gaylor Electric - \$16,400.00 - Switchgear, Transformers, Relays, Circuit Breakers
- PerkinElmer Health - \$3,867.00 - Spectrometer, Linear Mirror Assembly

As no items were removed from the Consent Agenda by the Board, agreements approved.

Kelson also noted that several agenda items had typos in their cover memos reflecting expiration dates that should read 2023, not 2033. He also mentioned that the typos were limited to the cover memos and were not present in the contracts. Board member Sims requested the total dollar amount of the items on the Consent Agenda. Kelson later gave the total amount of \$124,200.61. Sims agreed.

REQUEST APPROVAL OF CHANGE ORDER TO ORIGINAL AGREEMENT WITH BUILDING ASSOCIATES

Hicks of the CBU Engineering division presented an amendment to expand the scope of work to include replacement of six skylights at Monroe Water Treatment Plant. Upon removal of roofing material, Contractor discovered six existing skylights were in disrepair to the point that replacement was necessary. This necessitated an extension of the contract by 45 days. Contract will now expire on January 15, 2020.

Sherman moved, Burnham seconded the motion to approve agreement. Motion carried, 4 ayes.

REQUEST APPROVAL OF FIRST AMENDMENT TO THE AGREEMENT FOR SERVICES WITH BRUCE WILDS SECURITY

CBU Purchasing Manager Shaw presented an extension of the original agreement for continued security and surveillance at Griffy Water Treatment Plant- January 1, 2020 - July 31, 2020. Increases not to exceed the additional days.

Board questioned the longevity of the project to which Kelson answered that the contractor leading the clean up and demolition will present CBU with a demolition plan January 15, 2020, at which time bidding will begin on the demolition project. Once demolition begins, CBU will no longer need the services of Bruce Wilds Security as security at the site will be the responsibility of the demolition company. Kelson went on to explain that nearly every day there are vehicles of people going to the site that are then turned away by security. Board questioned their purpose on the Griffy property and Kelson mentioned that someone could get hurt or spread materials that CBU would later have to clean up.

Sherman moved, Burnham seconded the motion to approve agreement. Motion carried, 4 ayes.

OLD BUSINESS: None

NEW BUSINESS: None

SUBCOMMITTEE REPORTS: None

STAFF REPORTS: Kelson thanked Sherman for his service as Vice President, as well as congratulated the newly elected board members.

Kelson also introduced LaTreana Harrington as the new administrative assistant and liaison to the Board.

PETITIONS AND COMMUNICATIONS:

Assistant Director Pettit reported the events of the Reverse Auction held earlier in the day, to which CBU saved ~\$81,000.00.

ADJOURNMENT: Sherman moved to adjourn; the meeting was adjourned at 5:27 p.m.

Julie Roberts, President

DATE