

## UTILITIES SERVICE BOARD MEETING

02/03/2020

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

Board Vice President Capler 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, Jeff Ehman

Staff present: Vic Kelson, Laura Pettit, Holly McLauchlin, LaTreana Harrington, Chris Wheeler, Brad Schroeder, Cindy Shaw, Tom Axsom, Jane Fleig, Phil Peden, Missy Waldon, and James Hall

### AMEND AGENDA

Capler noted the removal of item 3A Payables Invoices as there were none and the addition of the minutes from the 01/21/2020 meeting. **Board member Sherman moved and Board member Burnham seconded the motion to approve the amended agenda. Motion carried, 5 ayes. One Board member was absent, Julie Roberts.**

### MINUTES

**Sherman moved and Burnham seconded the motion to approve the minutes of the January 21 meeting. Motion carried, 5 ayes.**

**Sherman moved and Burnham seconded the motion to approve the minutes of the January 27 meeting. Motion carried, 5 ayes.**

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### CLAIMS

**Sherman moved and Burnham seconded the motion to approve the standard claims as follows:** Vendor invoices submitted included \$259,357.52 from the Water Utility, \$466,751.05 from the Wastewater Utility, and 47,590.20 from the Stormwater Utility. Total Claims approved: **\$948,348.77. Motion carried, 5 ayes.**

**Sherman moved and Burnham seconded the motion to approve the utility claims as follows:** Utility invoices submitted included \$8,606.01 from the Water Utility, and \$77,172.04 from the Wastewater Utility. **Total Claims approved: \$85,778.05. Motion carried, 5 ayes.**

**Sherman moved and Burnham seconded the motion to approve the wire transfers, fees, and payroll in the amount of \$371,419.04. Motion carried, 5 ayes.**

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

Refunds submitted included \$22.33 from the Wastewater Utility. **Total Claims approved: \$22.33. Motion carried, 5 ayes.**

## **CONSENT AGENDA**

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

- Commercial Service of Bloomington, \$6,000/year, On-Call contracting work
- Xylem Water Solutions, \$20,000/year, On-Call water pump contracting work
- Toric Engineering, \$20,000/year, On-Call control panel repair contracting work
- Electrical Maintenance, \$8,000.00/year, On-Call electrical maintenance contracting work
- Layne Christensen Co., \$6,000.00/year, On-Call electrical maintenance contracting work
- Crane 1, \$5,500.00/year, Preventive Maintenance and inspections for hoists and cranes

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

## **REQUEST APPROVAL OF RESOLUTION 2020-01, I-69 UTILITY RELOCATION PROJECT**

CBU Engineer Fleig requested approval from the board to award to Reynolds Construction of Indiana base bid, alternate bid #2, and alternate bid #3. Four bids were opened and read aloud on January 21st. Fleig asked for the resolution at this meeting and will present a contract in two weeks. Ehman asked if Alternative Bid #1 had no cost and if that was why #2 and #3 were approved. Fleig reported that bids were received on bid #1 but it was not in CBU's best interest to award bid #1 because it was not cost-effective at this point in time. It is the sanitary sewer line that goes over Bloomfield Rd. on the east side of I-69 and the line was replaced 30 years ago and therefore is a newer PVC pipe. The plan is to line the pipe at this time because of its depth. Burnham questioned the construction contingency 7.5% and Fleig noted the explanation is in the summary and that it is often between 5% and 10%, so because this is a large profit, it is wise to keep some contingency money on hand.

**Sherman moved, Burnham seconded the motion to approve resolution 2020-01. Motion carried, 5 ayes.**

**REQUEST APPROVAL OF RESOLUTION 2020-02, SEWER REHABILITATION PROJECT**

CBU Engineer Peden requested approval to award Miller Pipeline based on recommendation from GRW.

***Sherman moved, Burnham seconded the motion to approve resolution 2020-02. Motion carried, 5 ayes.***

**OLD BUSINESS:** None

**NEW BUSINESS:** None

**SUBCOMMITTEE REPORTS:** Burnham presented information from the Finance Subcommittee meeting held at 4:00pm February 3, 2020. Reviewed and recommended approval of both 2018 and 2019 interdepartmental agreements. Per board request, a time study was completed on services being used and percentages allocated to CBU and all looked good. CBU Assistant Director of Finance Pettit added the Controller's office spearheaded initiative to do a time study and did not notice any substantial changes. CBU was able to calculate chargeback costs for sanitation billing that has not been done before. Also received credit on the interdepartmental costs on the 2018 and 2019 agendas. Banach noticed there is an approximate increase of 8% and asked what it was attributed to. Pettit answered the increase is attributed to significant increases in health insurance, additional staff, and risk management insurance (worker's comp), with the exception of ESD- Economic and Sustainable Development.

***Sherman moved, Burnham seconded the motion to approve the Interdepartmental Agreement of 2018. Motion carried, 5 ayes.***

***Sherman moved, Burnham seconded the motion to approve the Interdepartmental Agreement of 2019. Motion carried, 5 ayes.***

**STAFF REPORTS:** Kelson introduced artist Dawn Adams. Adams has donated several pieces of artwork to CBU to be put on display. Kelson thanked previous artist Ben Pines for his contribution of artwork to the CBU.

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**PETITIONS AND COMMUNICATIONS:** Maggie Sullivan, Friends of Lake Monroe Watershed Coordinator, introduced herself to the board. Water sample collecting will take place in April from streams around the watershed to observe water quality.

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

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Julie Roberts, President

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DATE