

UTILITIES SERVICE BOARD MEETING

04/27/2020

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 via Zoom and publicly available via Facebook Live.

Board members present: Jim Sherman, Jason Banach, Amanda Burnham, Jeff Ehman, Jean Capler, Megan Parmenter, and ex-officio Jim Sims. Two board members were absent, Julie Roberts and ex-officio Terri Porter.

Staff present: Vic Kelson, Laura Pettit, Holly McLauchlin, LaTreana Harrington, Chris Wheeler, James Hall, Brad Schroeder, Jane Fleig, Brandon Prince, and Tom Axsom

MINUTES

Board member Sherman moved and Board member Burnham seconded the motion to approve the minutes of the April 13 meeting. Motion carried, 6 ayes.

CLAIMS

Sherman moved and Burnham seconded the motion to approve the standard claims as follows: Vendor invoices submitted included \$194,620.38 from the Water Utility, \$2,535.61 from the Water Construction Fund, \$430,191.29 from the Wastewater Utility, \$47,377.07 from the Wastewater Construction Fund, and \$15,516.03 from the Stormwater Utility. ***Total Claims approved: \$690,240.38 Motion carried, 6 ayes.***

Sherman moved and Burnham seconded the motion to approve the utility claims as follows: Utility invoices submitted included \$68,839.18 from the Water Utility, and \$201,517.96 from the Wastewater Utility. ***Total Claims approved: \$270,357.14. Motion carried, 6 ayes.***

Sherman moved and Burnham seconded the motion to approve the wire transfers, fees, and payroll in the amount of \$373,460.01. Motion carried, 6 ayes.

Sherman moved and Burnham seconded the motion to approve the customer refunds as follows: Refunds submitted included \$124.07 from the Wastewater Utility. ***Total Claims approved: \$124.07. Motion carried, 6 ayes.***

CONSENT AGENDA

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

- Eco-Logic, \$25,000.00, Monitoring of vegetative progress/success at Wapenhani/Weimer Dam
- NALCO, LLC., \$2,350.24, Exchange and replacement of filters and tanks on deionized water system
- EMT, Incl, \$3,700.00, Investigate source of service #1 main breaker protective relays, tripping and tiebreaker, and service said malfunctions
- Groomer, Inc., \$4515.62, provide and install hot mix asphalt for a section of Sare Rd.
- Mitchell and Stark, \$7,500.00, Emergency repair of return activated sludge line at west end

As no items were removed from the Consent Agenda by the Board, agreements approved. Total contracts approved: \$43,065.86.

REQUEST FOR APPROVAL OF MOU WITH PUBLIC WORKS

City Attorney Wheeler said this is an agreement reached between CBU and City of Bloomington Public Works to split 50/50 the expenses of repair to a stretch of Bloomfield Road. There was a side ditch that had been paved but it had suffered erosion. The total amount of the repair is \$83,850.00, each department being responsible for \$41,925.00.

Board Member Ehman asked about the basis of the cost sharing and if the reason for it is because the responsibility is not clear. CBU Engineer Fleig said that CBU met with Public Works about 3-4 months prior to discuss a Public Works project to resurface Bloomfield Rd from Weimer Road to Basswood Drive. It is an old state highway and was built in 1945. This MOU is for an asphalt paved side ditch that has not been the responsibility of CBU in the past. Sections of the asphalt ditch have washed away and threaten to undermine the asphalt pavement. CBU did not have the staff at the time of the discussion to do the repair considering the pandemic and possible staffing changes. There also would have been traffic maintenance from CBU because it is a heavily trafficked area. CBU came to the understanding with Public Works that they would include the paved side ditch with their contractor who is performing the asphalt pavement and share the cost 50/50. It is a drainage issue as well as a roadway issue in that it protects the roadway.

Ehman asked if CBU is paying for half of the ditch repair and none of the road repair or half of both.

Fleig answered this is only for half of the ditch repair.

Sherman moved, Burnham seconded the motion to approve the MOU with Public Works. Motion carried, 6 ayes.

REQUEST FOR APPROVAL OF SERVICES AGREEMENT WITH EQ INDUSTRIAL SERVICES

Assistant Director Environmental Hall requested approval from the board for services for the 3 plants and the Service Center to dispose of episodic waste, regularly generated waste, and hazardous waste that typically go to landfills. Most of CBU's lab wastes will be covered under this 3 year contract. CBU previously had a \$20k contract with them for one year but used just over \$10k, so the \$30k should get us through 3 years.

Sherman moved, Burnham seconded the motion to approve the services agreement with EQ Industrial Services. Motion carried, 6 ayes.

REQUEST FOR APPROVAL OF SIXTH AMENDMENT TO ORIGINAL AGREEMENT WITH VET ENVIRONMENTAL ENGINEERING

Hall requested approval for the management of the demolition contract with Jeff Guisewite by VET Engineering. The amendment increases the overall cost of the agreement by \$109,836.00 to an amount not to exceed \$1,032,266.11. This will cover VET being onsite, any confirmation sampling, as well as helping guide the demolition.

Sherman moved, Burnham seconded the motion to approve the Sixth amendment to the original agreement with VET environmental engineering. Motion carried, 6 ayes.

REQUEST FOR APPROVAL OF AGREEMENT WITH JEFF GUISEWITE, INC

Hall requested approval for the demolition contract with Jeff Guisewite, Inc. that was discussed in Resolution 2020-05 at the USB meeting held on April 13. This contract is in the amount of \$561,298.60 and will cover the total demolition and transportation of waste from the Griffy Water Treatment Plant and return the area to a natural vegetative state. The company plans to start soon with a 90 day substantial completion and a 120 day final completion. ***Sherman moved, Burnham seconded the motion to approve the agreement with Jeff Guisewite, Inc. Motion carried, 6 ayes.***

OLD BUSINESS: Residential Storm Grants committee appointment.

Kelson mentioned that at the USB meeting held April 13, there was a discussion to have member Ehman to sit on that committee again.

Sherman moved, Burnham seconded the motion to appoint Ehman to the Residential Grants Committee. Motion carried, 6 ayes.

NEW BUSINESS: None

SUBCOMMITTEE REPORTS: None

STAFF REPORTS:

Kelson reported CBU continues to run smoothly with some employees working offsite. CBU provided masks to all employees, including those who are working in close quarters to one another and those in work trucks together. There have not been any positive coronavirus cases in CBU.

Kelson thanked the board for finalizing the appointment to the Residential Storm Grants committee. This year, CBU had upwards of 50 applicants for the grants.

Kelson also thanked Bruce Wilds Security for their services. The demolition of the Griffy plant has been approved so Bruce Wilds Security will end their service on the Monday the project begins. They provided 24-hour security and kept careful records of the number of people and vehicles arriving at Griffy, as well as kept people out of the plant.

Kelson mentioned there was confusion expressed on Facebook regarding disconnection notices. CBU is not doing disconnections or assessing late fees during the COVID-19 emergency. This is consistent with the direction from the Mayor's and Governor's offices. The confusion came from preprinted door tags having some disconnection language. CBU explained the notices were posted to let the customer know they are in arrears, and once the emergency is lifted, we will start doing disconnections again. There is an updated door tag, specifically for this emergency, that explains if you are more than 90 days behind to please pay your bill, or reach out to our Customer Service team for any other options that may help.

Kelson also mentioned the CBU Year in Review presentation will be available Thursday, April 30 for USB members and staff.

Regarding Kelson's report on CBU staff, Capler asked if there is a mandate in place for employees to wear a mask if they are working in the field or in close proximity to one another or is it personal judgement for them to wear their mask.

Kelson answered that CBU has been directed by the Mayor's office to wear the masks when we are in close proximity to one another and that includes driving to and from job sites.

Burnham asked if the lobby to the Service Center will reopen or is CBU still on the COVID restrictions through May 1 or May 15.

Kelson answered that right now CBU is on restriction until May 1. The Governor has been giving updates on or close to the expiration date of the emergency order and so far there has been no answer.

Burnham also asked if there will be limited access to the Customer Service Representatives working in the front lobby or other measures to ensure safety. Kelson said these suggestions would be considered.

PETITIONS AND COMMUNICATIONS: None

ADJOURNMENT: Capler moved to adjourn; the meeting was adjourned at 5:24 p.m.

Julie Roberts, President

DATE