

UTILITIES SERVICE BOARD MEETING

08/17/2020

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 Facebook Live.

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

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

MINUTES

Board member Sherman moved and Board member Parmenter seconded the motion to approve the minutes of the August 3 meeting. Motion carried, 6 ayes.

CLAIMS

Sherman moved and Parmenter seconded the motion to approve the standard claims as follows: Vendor invoices submitted included \$193,571.20 from the Water Utility, \$1,347,358.90 from the Wastewater Utility, \$17,614.31 from the Wastewater Construction Fund, and \$6,637.84 from the Stormwater Utility.
Total Claims approved: \$1,565,182.25. Motion carried, 6 ayes.

Sherman moved and Parmenter seconded the motion to approve the utility claims as follows: Utility invoices submitted included \$110,806.95 from the Water Utility, and \$67,511.71 from the Wastewater Utility.
Total Claims approved: \$178,318.66. Motion carried, 6 ayes.

Sherman moved and Parmenter seconded the motion to approve the wire transfers, fees, and payroll in the amount of \$465,610.45. Motion carried, 6 ayes.

Sherman moved and Parmenter seconded the motion to approve the customer refunds as follows: Refunds submitted included \$128.80 from the Water Utility, and \$8,192.68 from the Wastewater Utility. ***Total Claims approved: \$8,321.48. Motion carried, 6 ayes.***

CONSENT AGENDA

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

- Wessler Engineering, \$2,000.00, Validation of 2019 AWWA water audit
- Biochem, Inc., \$9,000.00, Jar testing trials at Dillman
- All Seasons, \$10,975.00, New HVAC for administration building at Blucher Poole

As no items were removed from the Consent Agenda by the Board, agreements approved. Total contracts approved: \$21,975.00

REQUEST FOR APPROVAL OF AGREEMENT WITH KEVIN HUNTLEY EXCAVATING, LLC

Assistant Director of Environmental Hall presented to the board an agreement with Kevin Huntley Excavating, LLC for the demolition of the incinerator building on the Winston Thomas property. During the USB meeting held on July 20, 2020 the board approved a memorandum of understanding between the Bloomington Police Department and CBU where BPD agreed to pay the majority of this demolition. Sampling was conducted on-site and there were no environmental issues found.

Sherman moved, Parmenter seconded the motion to approve the agreement with Kevin Huntley Excavating, LLC for the demolition of the incinerator building on the Winston Thomas property. Motion carried, 6 ayes.

REQUEST FOR APPROVAL OF FIRST AMENDMENT TO THE AGREEMENT WITH ELECTRIC PLUS, INC.

CBU Purchasing Manager Shaw presented to the board an amendment to the agreement with Electric Plus for on-call electrical services. These are generic services that the plants may use for small emergencies or small repairs. The original contract, approved by the USB January 6, 2020, was for \$10,000.00/year. Shaw asked the board to approve an additional \$10,000.00, bringing the total to \$20,000.00 for services for the remainder of the year.

Sherman moved, Parmenter seconded the motion to approve the first amendment to the agreement with Electric Plus for on-call electrical services. Motion carried, 6 ayes.

REQUEST FOR APPROVAL OF FIRST AMENDMENT TO THE AGREEMENT WITH BL ANDERSON

Shaw presented the board an amendment to the agreement with BL Anderson for the purchase and installation of chemical feed pumps at the Monroe Water Treatment plant. The USB approved the original contract during the March 30, 2020 meeting for \$7,426.00.

The pumps were ordered and shipped to MWTP, but at that time COVID-19 caused us to shut down. While the pumps were at Monroe, the company could not come on-site to do work for safety reasons. The vendor sent an invoice for the pumps, but the original contract was for a lump sum payment. The contract is being amended to be paid in two installments, the first for \$6,126.00 for the pumps only, and the second installment is for the labor for \$1,300.00. The amendment also extends the installation date so that the vendor can safely come on site. Currently, there is no date set for the installation, but the amendment calls for the work to be completed by December 31, 2020, with the expiration of the contract on February 28, 2021.

Sherman moved, Parmenter seconded the motion to approve the first amendment to an agreement with BL Anderson for the installation of chemical feed pumps at Monroe Water Treatment Plant. Motion carried, 6 ayes.

OLD BUSINESS: None

NEW BUSINESS: None

SUBCOMMITTEE REPORTS: None

STAFF REPORTS:

Kelson reported to the board the CBU budget going to Council Thursday, August 20, 2020 at 6:00pm. USB members interested in watching or hearing any questions from the Council could join the presentation through Zoom.

PETITIONS AND COMMUNICATIONS: None

ADJOURNMENT: Capler moved to adjourn; the meeting was adjourned at 5:13pm

Julie Roberts, President

DATE