

UTILITIES SERVICE BOARD MEETING

10/12/2020

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 5:00 p.m. The meeting was held via Zoom and Facebook Live.

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

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

MINUTES

Board member Sherman moved and Board member Burnham seconded the motion to approve the minutes of the September 28 meeting. Motion carried, 5 ayes.

CLAIMS

Sherman moved and Burnham seconded the motion to approve the standard claims as follows: Vendor invoices submitted included \$211,828.06 from the Water Utility, \$750.00 from the Water Utility, \$632,655.03 from the Wastewater Utility, and \$11,584.49 from the Stormwater Utility.

Burnham asked about the purchase of two vehicles on page 1 of the standard claims. CBU Purchasing Manager Shaw said the vehicles were ordered last year, but because of a production delay due to COVID-19, were just received and invoiced.

Total Claims approved: \$856,817.58. Motion carried, 5 ayes.

Sherman moved and Burnham seconded the motion to approve the utility claims as follows: Utility invoices submitted included \$114,451.13 from the Water Utility, and \$64,844.43 from the Wastewater Utility.

Total Claims approved: \$179,295.56. Motion carried, 5 ayes.

Sherman moved and Burnham seconded the motion to approve the wire transfers, fees, and payroll in the amount of \$505,496.51. Motion carried, 5 ayes.

Sherman moved and Burnham seconded the motion to approve the customer refunds as follows: Refunds submitted included \$4,176.22 from the Water Utility, and \$8,322.15 from the Wastewater Utility. ***Total Claims approved: \$12,498.37. Motion carried, 5 ayes.***

CONSENT AGENDA

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

- Koorsen Fire and Security, \$342.50, Investigate supervisory alert on fire panel at the Service Center
- Electric Plus, \$5,000.00, Replace conduit and wire to basin #1 at MWTP
- Cummins Sales and Service, \$6,113.52, Replace battery, charger, relay, and thermostat at MWTP
- Sunset Hill Fence Co., \$725.00, Repair detention pond fence at the 1400 block of W. 6th St.
- Alpha-Liberty Co., \$1,716.00, Annual balance and calibration of lab scales at Blucher and MWTP
- Biehle Electric, Inc., \$20,000.00/year, On-call electric services
- BL Anderson, \$2,366.00, Install and program level indicator for ammonia tank at MWTP

As no items were removed from the Consent Agenda by the Board, agreements approved. Total contracts approved: \$36,263.02

REQUEST FOR APPROVAL OF RESOLUTION 2020-08

Assistant Director-Engineering Schroeder presented to the board Resolution 2020-08 for the bid acceptance for residual pumping improvements at Monroe Water Treatment Plant. At the USB meeting held Monday, September 28, 2020, two bids were received and opened for the Monroe residual basin improvements project. CBU proposed acceptance to go a move forward with the lowest-cost bid from Infrastructure Systems, Inc. The bid is for \$525,277.00. There will be a contract presented at the next USB meeting on Monday, October 26, 2020.

Sherman moved, Burnham seconded the motion to approve the request for Resolution 2020-08. Motion carried, 5 ayes.

REQUEST FOR APPROVAL OF FIRST AMENDMENT TO THE AGREEMENT WITH CONTROL FREAKS CONSULTING, LLC – PHASE 2 COMPLETION OF SCADA UPGRADES

Assistant Director-Engineering Schroeder presented an amendment to a contract with Control Freaks Consulting. Control Freaks are going through the SCADA systems at all three plants and updating workstations. The work will be done in phases. As a phase is completed, they know what will be required for the next phase and re-quote the next phase. We are going to move into phase 2 and it will add \$5,000.00 to the contract making the total \$10,040.00.

Sherman moved, Burnham seconded the motion to approve the request for approval of the first amendment to the agreement with Control Freaks Consulting, LLC. Motion carried, 5 ayes.

REQUEST FOR APPROVAL OF THIRD AMENDMENT TO THE AGREEMENT WITH WESSLER ENGINEERING – RESIDUALS HOLDING BASIN IMPROVEMENTS AT DILLMAN WWTP

Assistant Director-Engineering Schroeder presented an amendment to an agreement with Wessler Engineering who is the engineer on record for the Monroe WTP residual basin project. They designed a sludge handling system and a belt press which we now have a design package for but did not proceed with. CBU amended the contract just to design the residual basin, which now has bids. The amendment is for construction phase services, which will include record drawings, reviewing submittals, and inspections. This is the final stage of the engineering services required for this project.

Sherman moved, Burnham seconded the motion to approve the request for the third amendment to the agreement with Wessler Engineering. Motion carried, 5 ayes.

REQUEST FOR APPROVAL OF FIRST AMENDMENT TO THE AGREEMENT WITH CASSADY ELECTRICAL CONSULTANTS, INC.

CBU Purchasing Manager Shaw presented an amendment to the agreement with Cassady Electrical Consultants for on-call electrical services. CBU currently has an on-call contract with Cassady in the amount of \$15,000.00, but services this year have exceeded the norm so the amendment is asking for an additional \$15,000.00, bringing the total to \$30,000.00.

Sherman asked if two electrical contractors were needed and if they were different. City Attorney Wheeler answered that the purpose of the on-call agreements were to have multiple contractors of multiple disciplines, or the same discipline so that we will have more than one contractor available. We rotate through those contractors when we have issues at any of the plants where we need someone to come in at a moment's notice. The process is not designed to exhaust the funds with each of the contracts but to reduce the number of contracts we see coming before the board. It also reduces the amount of times we need to request an emergency procedure for contracting. A lot of the issues we face are a small dollar item and have to be done quickly. If we choose to renew the contract, we will do so at \$30,000.00.

Sherman moved, Burnham seconded the motion to approve the request for the first amendment to an agreement with Cassady Electrical Consultants. Motion carried, 5 ayes.

REQUEST FOR APPROVAL OF FIRST AMENDMENT TO THE AGREEMENT WITH PRESIDIO – REPAIR AND/OR REPLACEMENT OF EXTERIOR SAFETY CAMERAS AT CBU SERVICE CENTER

Shaw presented an amendment to an agreement with Presidio for the installation of exterior cameras at the CBU Service Center. This amendment is for additional time and no additional money. The time will move from September 30, 2020 to January 31, 2021.

Sherman moved, Burnham seconded the motion to approve the request for a first amendment to the agreement with Presidio. Motion carried, 5 ayes

REQUEST FOR APPROVAL OF CHANGE ORDER #1 TO AGREEMENT WITH REYNOLDS CONSTRUCTION, LLC – I-69 SANITARY SEWER PROJECT

CBU Engineer Fleig presented a change order to the agreement with Reynolds Construction for the I-69 sanitary sewer project. There are six items for this change order:

- 1. Requirement to relocate the bore under 3rd St. ATT had a fiber optic duct bank that was in conflict with our proposed bore location. This requires an additional \$10,453.84 and an additional 9 days.**
- 2. Casing pipe under 2nd St. near the Coca-Cola building. The plan and the bid called for a dirt bore. We received information from the state where they thought rock was, and that was incorrect. Solid rock was present for about 42ft of that bore. This requires an additional \$46,638.93, and no additional days requested.**
- 3. In the Bean blossom Creek area, once construction started, INDOT required additional maintenance of traffic items, such as a flashing arrow board, double signs, and temporary striping. This requires an additional \$10,296.16, and no additional days.**
- 4. Culvert end section needed to be replaced off of Basswood drive. It had to be removed for the bore pit location. This requires an additional \$826.01, and no additional days**
- 5. In the Sam's Club area, the plans indicated there would be a removal of 4-5ft of rock in the excavations, but it required about 13ft. of rock removal. This required additional time, equipment, and the bypass pumping. This requires an additional \$78,543.62, with 8 additional days requested.**
- 6. Final quantity adjustments for relocating the bore at 3rd St. requires an additional \$23,269.00**

The total change order 170,027.56 and 17 additional days. All of these items are reimbursable by INDOT.

Sherman moved, Burnham seconded the motion to approve change order #1 to the agreement with Reynolds Construction. Motion carried, 5 ayes.

REQUEST FOR APPROVAL OF FIRST AMENDMENT TO THE AGREEMENT WITH KMP HYDRANT SERVICES – FIRE HYDRANT MAINTENANCE AND CAPACITY TESTING

CBU Engineering Project Coordinator Axsom presented an amendment to the agreement with KMP Hydrant Services. This was a one year contract with the option to extend for two more years. The contract was for the capacity testing portion to be a quarter of our hydrants, and the entire system would be maintenance. The quarter of that system is not broken down equally with the quantity of hydrants in that quadrant. The first and second years we were under the amount; we tested fewer than the number noted in the contract. In the third year there were more hydrants to be capacity tested. The three year total is not going to exceed \$339,120.00.

Sherman moved, Burnham seconded the motion to approve the first amendment to the agreement with KMP Hydrant Services. Motion carried, 5 ayes.

OLD BUSINESS: None

NEW BUSINESS: None

SUBCOMMITTEE REPORTS:

RECOMMENDATION OF APPROVAL OF RESOLUTION 2020-09 - ISSUANCE OF BONDS TO FINANCE CERTAIN WASTEWATER (SEWAGE WORKS) CAPITAL PROJECTS - FINANCE SUBCOMMITTEE

The bonds will finance two separate projects, the Dillman Rd. modernization project and the Jordan River culvert project. The maximum amount of the bonds that can be issued would not exceed \$32 million. The actual amount may be closer to \$30 million. The maximum interest rate on the bonds cannot exceed 5%. The actual rate will be determined by either a competitive bid process or a negotiating process. The maximum length of the financing would not exceed January 1, 2041.

Sherman moved, Burnham seconded the motion to approve Resolution 2020-09 for the issuance of bonds to finance certain wastewater capital projects. Motion carried, 5 ayes.

STAFF REPORTS:

Director Kelson introduced new CBU employee Bryan Rafano, Organizational Development Coordinator.

-Final budget approval goes to Council Wednesday, October 14, 2020

-The Jordan River culvert project will receive a new name as IU and other businesses will remove the Jordan name from buildings around Bloomington

-The waterworks rate case will be brought to the USB and Council in the first quarter of 2021

PETITIONS AND COMMUNICATIONS: Mr. Antony Dejongh spoke to the board about his concerns of being charged a disconnection fee when transferring his service.

ADJOURNMENT: Capler moved to adjourn; the meeting was adjourned at 5:46 pm.

Julie Roberts, President

DATE