

**AGENDA
UTILITIES SERVICE BOARD MEETING**

City of Bloomington Utilities
600 E. Miller Dr.
Bloomington, Indiana 47401

Jean Capler, President
Amanda Burnham, Vice President
Jason Banach
Julie Roberts
Jeff Ehman
Megan Parmenter
Jim Sherman
Jim Sims, ex-officio
Scott Robinson, ex-officio

Tuesday, February 16, 2021

5:00 P.M. Regular Meeting

- I. Call to Order
- II. Approval of the Minutes of Previous Meetings (February 1)
- III. Approval of the Claims
 - a. Standard Invoices
 - b. Utility Bills
 - c. Wire Transfers
 - d. Customer Refunds
- IV. Approval of Consent Agenda (Total 10,619.50)
 - a. BBC Pump and Equipment Company, Inc., \$8,893.50, Diagnosis, repair, and reinstallation of Influent pump #3 at Blucher Poole
 - b. Univar Solutions, USA, Inc., \$0, First Amendment to adjust contract language to match bidding documents
 - c. Resource Conservation Services, LLC., \$1,726.00, Sludge sample analysis and consultation on Land Application Permit application
- V. Request for Approval of Resolution 2021-03 – Construction of New Gatehouse at Lake Lemon – Adam Casey
- VI. Request for Approval of Agreement with Harrell-Fish, Inc.- Replacement of the Sodium Hypochlorite Pump Piping Skid at MWTP - Cindy Shaw
- VII. Request for Approval to Claim Unclaimed Credit Balances – Laura Pettit
- VIII. Old Business
- IX. New Business
- X. Subcommittee Reports
 - a. Rules and Regulations Subcommittee – Recommendation of Proposed Amendments to Section 24 of the CBU Rules, Regulations, and Standards of Service
 - b. Finance Subcommittee – Recommendation of Resolution 2021-02 - Waterworks Finance Bond
- XI. Staff Reports
- XII. Petitions and Communications*
- XIII. Adjournment

*Public Comment will be limited to 5 minutes per person

UTILITIES SERVICE BOARD MEETING

02/01/2021

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

Board 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, Megan Parmenter, Jeff Ehman, Jean Capler, Amanda Burnham, Jim Sims (ex-officio), and Scott Robinson (ex-officio).
Board members absent: Julie Roberts.

Staff present: Vic Kelson, Laura Pettit, Holly McLaughlin, LaTreana Teague, Chris Wheeler, Brandon Prince, Brad Schroeder, Jane Fleig, James Hall, Liberty Flora.

MINUTES

Board member Ehman moved, and Board member Parmenter seconded the motion to approve the January 19 meeting minutes. Motion carried, 6 ayes.

CLAIMS

Ehman moved, and Parmenter seconded the motion to approve the standard claims as follows: Vendor invoices submitted included \$102,893.18 from the Water Utility, \$159,382.07 from the Wastewater Utility, \$750.00 from the Wastewater Sinking Fund, and \$20,342.57 from the Stormwater Utility.

Total Claims approved: \$283,367.82. Motion carried, 6 ayes.

Ehman asked about the Creative Graphics claim #9084 for \$13,155.20 and why it was listed only under the Wastewater Utility Fund. Staff followed up with Ehman, and the claim should have been split between the Wastewater and Water Utilities. The entry was corrected.

Ehman moved, and Parmenter seconded the motion to approve the utility claims as follows: Utility invoices submitted included \$42,750.82 from the Water Utility and \$75,824.81 from the Wastewater Utility.

Total Claims approved: \$118,575.63 Motion carried, 6 ayes.

Ehman moved, and Parmenter seconded the motion to approve the wire transfers, fees, and payroll in the amount of \$381,211.64. Motion carried, 6 ayes.

Ehman moved, and Parmenter seconded the motion to approve the customer refunds as follows: Customer refunds submitted included \$106.50 from the Wastewater Fund.

Total Claims approved: \$106.50. Motion carried, 6 ayes.

CONSENT AGENDA

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

- Univar Solutions USA, Inc., \$23,940.00, Bulk shipment of Hydrofluorosilicic Acid for MWTP
- Corrosion Technologies, Inc., \$20,575.00, Repair fiberglass sodium hypochlorite tank at MWTP
- Alt & Witzig Engineering, Inc. \$3,930.00, Geotechnical services for Wessler Engineering for MWTP chemical intake project

As no items were removed from the Consent Agenda by the Board, agreements approved. Total contracts approved: \$48,445.00.

REQUEST FOR APPROVAL OF MUTUAL AID AGREEMENT WITH THE INDIANA WATER/WASTEWATER AGENCY RESPONSE NETWORK (INWARN)

City Attorney Wheeler presented to the board a mutual aid agreement for emergency services with INWARN. This agreement allows the utilities to enter into a reciprocal aid agreement with other municipal and public utilities in this agreement compact. When any individual utility has an emergency of any kind, it can reach out and receive aid through other utilities in the form of workforce, vehicular power, and supplies. If we assist other utilities, we will be reimbursed for terms and conditions in the agreement. And if other utilities come to our aid, they will be reimbursed as well.

Kelson added, we have been working through risk assessment and risk management planning as part of America's Water Infrastructure Act of 2018. It reduces our risk in the event of disaster. On occasion, CBU has been asked to assist other utilities, and we have done that. There was a circumstance of a flood in 2019 where the water treatment plant at Brown County State Park needed assistance, and IDEM asked CBU to assist since we were the closest utility surface water plant. CBU offered assistance by conducting a phone consultation with the water treatment plant.

Board member Sims asked who makes up the agreement or are a set number of utilities in certain counties involved. Kelson answered there are multiple utilities throughout the state in the agreement. It is a voluntary program throughout Indiana.

Ehman moved, Parmenter seconded the motion to approve the agreement with INWARN. Motion carried, 6 ayes.

REQUEST FOR APPROVAL OF AGREEMENT WITH VAN BUREN WATER, INC.

Wheeler presented to the board an agreement with Van Buren Water, Inc. for wholesale water sales. This contract is for 20 years.

Ehman asked what is the current approximate usage per month by Van Buren? Wheeler answered the current use is approximately 20,000 gallons per month.

Ehman moved, Parmenter seconded the motion to approve the agreement with Van Buren Water, Inc. Motion carried, 6 ayes.

REQUEST FOR APPROVAL OF MOU BETWEEN CBU AND CITY OF BLOOMINGTON ENGINEERING

CBU engineer Fleig presented a memorandum of understanding between CBU and the COB Engineering department to pay for the traffic signal replacement at 3rd and Lincoln. The estimated amount is \$228,000.00 that was a price that Milestone Contractors provided in bid documents. The total allows payment for the traffic signal and any change orders that may occur.

Ehman moved, Parmenter seconded the motion to approve the MOU with the COB Engineering Department. Motion carried, 6 ayes.

REQUEST FOR APPROVAL TO WRITE-OFF UNCOLLECTIBLE ACCOUNTS RECEIVABLE

Assistant Director-Finance Pettit presented to the board a memorandum from CBU staff to write-off uncollectible accounts. Every year as the fiscal year is closed out, we consider writing-off uncollectible accounts under \$40 each and at least 90 days old. CBU staff would like to expense 905 uncollectible wastewater/stormwater accounts with a total dollar amount of \$17,237.66 and 644 uncollectible water accounts with a total of \$9,975.66.

Parmenter asked for an example of uncollectible accounts, such as someone deceased and left a final balance. She also asked if anyone on the list could start a new account.

Pettit answered that an uncollectible account generally belongs to someone who moved away, closed their account, and has a final balance. It takes a few days to generate a final bill after someone has closed their account. Sometimes, especially with the student population, the person will move, and we can't get a hold of them to get the final balance payment on their account. When someone who had an account written off tries to set up a new service, we will collect that money. Any water accounts over \$40 goes to collections, and a lien is placed on wastewater accounts.

Sherman asked if some utilities still require deposits, and if a person closed out their account and did not pay, the deposit was used as part of the payment of the final bill. Pettit said that does still exist, and CBU discussed having a deposit program. She recalled thinking there was an issue with collecting a deposit in that it can be held for 90 days before interest has to be paid. Wheeler added that we currently have provisions in our rules and regulations that would allow us to take deposits. We are not doing that at the moment. It was discussed in a Rules and Regulations subcommittee, but the deposit program was paused because of COVID considerations. Burnham asked if there is a plan to start the deposit program this year or be on hold until 2022. Banach

supported restarting the discussion for the deposit program. Kelson said a plan could be put together this Spring.

Ehman moved, Parmenter seconded the motion to approve the write-off of uncollectible account receivables. Motion carried, 6 ayes.

OLD BUSINESS: None

NEW BUSINESS: None

SUBCOMMITTEE REPORTS:

Finance Subcommittee Chair Sherman reported that the finance subcommittee met before the regular meeting to discuss the bonding for the 2021 water rate case. It is part of the Cost of Service Study and how we plan to balance the payments. The bonding would be in the neighborhood of \$17 million. The subcommittee will meet again before the next meeting on February 16, 2021.

STAFF REPORTS:

Kelson reported several CBU transfers and promotions. Frank Buczolich in meter services has retired. Justin White, formerly a lineperson, is now an Assistant Superintendent for stormwater, replacing Ed Sherfield, who retired at the end of the year. Tracy Koontz has transferred from a meter reader to a meter service person, and John Mathews has transferred from laborer to meter service person. Nate Herr in the Environmental group received his Underground Storage Tank certification class A and class B. John Cave at MWTP has passed the WT5 exam and is now an operator-in-training.

PETITIONS AND COMMUNICATIONS:

There was one public comment from the Utilities' Facebook page from Tyler Bass. Mr. Bass asked if CBU had any comments on the Frank Southern Ice Arena remaining closed this winter. CBU had suggested to Mr. Bass that the Parks and Recreation department should handle this issue.

ADJOURNMENT: Sherman moved to adjourn; the meeting adjourned at 5:37 pm.

Jean Capler, President

DATE

City of Bloomington Utilities
Accounts Payable by G/L Distribution Report
Paydate: 02/19/21

Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Wastewater O&M	Stormwater O&M
Air-Master Heating & Air Conditioning	R20209	DM20-230 Burner control parts and labor Solids Building	3,960.00		3,960.00	
Airgas Specialty Products, INC	9108907733	Aqua Ammonia - 19,720 @ .133 - delivered 01/12/21 - MN	2,684.80	2,684.80		
Alliance Of Indiana Rural Water	31042	PUR21-017 Annual membership dues: Large Utility Member	600.00	600.00		
Aramark Uniform & Career Apparel Group, INC	01/31/21 Supply	Mats & supplies - 01/01-01/31/21 - MN, SC, BP, DR, LAB	1,490.78	591.50	899.28	
Aramark Uniform & Career Apparel Group, INC	01/31/21 Uniform	Uniform service for January 2021 - TD, ENG, BP, DR, DIR, PUR, MN	277.54	111.40	166.14	
Arctic Glacier USA, INC	3069102201	Ice delivered - 85 @ 1.55 - 01/22/21 - TD21-24	131.75	52.70	72.46	6.59
Azteca Systems Holdings, LLC	INV3405	WS20-20801- Cityworks Asset Mgmt Training (2) - ENG	4,400.00	1,760.00	2,640.00	
Azteca Systems Holdings, LLC	INV3414	ENG21-007 Annual license agreement CITYWORKS	40,000.00	16,000.00	24,000.00	
B L Anderson Co., INC	PPS-10270	MN21-001 Marprene tubing 3/8" bore x 1/8" wall for Chlorine pump	1,004.84	1,004.84		
B&H Electric and Supply, INC	0363190	MM21-257 3 Belts for shop air compressor	11.33	11.33		
Biochem, INC	20419	Su-fight H2S Reducer for odor control - BP21-005	7,557.90		7,557.90	
Black Lumber Co. INC	463592	40 lb ice melter (63) - PUR21-018	755.37	302.15	453.22	
Black Lumber Co. INC	463662	Material to mount vises on trucks for Meter Serv - TD21-036	63.70	63.70		
Bland's, LLC	20-6553	Tow bill for trailer #567 hit by another driver - TD21-041	77.00	30.80	42.35	3.85
Bland's, LLC	20-6555	Tow bill for truck #680 hit by another driver - TD21-041	300.00	120.00	165.00	15.00
Bloomington Paint & Wallpaper Co	00439823	Paint, brushes, wooster, rollers - DM21-007	292.79		292.79	
Brehob Corporation	772438	MM21-255 Low/High service labor to repair	1,119.45	1,119.45		
Brehob Corporation	773258	MM21-254 Replace Low Service air comp/service line	1,316.18	1,316.18		
Brenntag Mid-South, INC	BMS770464	Robin 120 Polymer - 4,600 @ 1.1290 delivered 01/13/21 - MN21-020	5,193.40	5,193.40		
Brenntag Mid-South, INC	BMS784246	Robin 120 Polymer - 4,600 @ 1.1290 delivered 02/01/21 - MN21-020	5,193.40	5,193.40		
Chemical Resources, INC	1133634	Sodium Aluminate - 44,960 @ .1823 delivered 01/25/21 - DR	8,196.21		8,196.21	
Chemtrade Chemicals Corporation	93054789	Aluminum sulfate - 11.488 @ 434.00 delivered 01/26/21 - MN	4,985.79	4,985.79		
Cintas First Aid & Safety #2	8404979688	Restock First Aid Cabinet @ Dillman - 01/22/21 - DR21-006	25.24		25.24	
Cintas First Aid & Safety #2	8404985959	Restock first aid cabinet @ Monroe WTP - 01/29/21 - MN21-017	13.57	13.57		
Core & Main, LP	N269512	TD20-415 Replacement meter for Washington Township Water Dept	317.32	126.93	190.39	
Creative Graphics, INC (dba Baugh Enterprises)	9144	Door tags printed (3,000) - BC21-001	375.00	150.00	225.00	

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Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Wastewater O&M	Stormwater O&M
Eco-Infrastructure Solutions, INC	13961	Knobby tires for truck #550 (3) - TD20-506	47.63		47.63	
Elkins, Levi	TD21-019	Reimbursement for CDL Class A Driver Test - TD21-019	250.00	100.00	137.50	12.50
Environmental Laboratories, INC	20325913	Iron & manganese analysis for drinking water testing - DL21-006	789.00	789.00		
Eurofins Eaton Analytical, INC	S383166	Dissolved organic carbon, SUVA, UV testing @ Monroe - MN21-015	70.00	70.00		
Eurofins Eaton Analytical, INC	S383576	TTHM & HAA5 analysis & testing of drinking water - DL21-007	2,430.00	2,430.00		
Fastenal Company	INBLM222176	Restock supplies in machine - 01/08/21 - PUR	227.36	108.06	119.30	
Fastenal Company	INBLM222312	Restock supplies in machine - 01/19/21 - PUR	106.10	42.44	63.66	
Fastenal Company	INBLM222382	Restock supplies in machine - 01/25/21 - PUR	180.64	82.32	98.32	
Fastenal Company	INBLM222447	Restock supplies in machine - 01/29/21 - PUR	94.89	37.96	56.93	
Ferrellgas	RNT8615489	DL21-010 Tank rental fee (12/1/20 to 11/30/21)	25.00	25.00		
First Financial Bank / Credit Cards	ENG20-110	ENG20-110 ASCE Renewal membership for Brad Schroeder	265.00	106.00	159.00	
First Financial Bank / Credit Cards	ENV21-003	ENV21-003 AWWA Exam Cram Series for Water Treatment & Distribut	120.00	120.00		
First Financial Bank / Credit Cards	ENV21-013 - 1	ENV21-013 Webinar "Legal Aspects of the Final Lead&Cooper Rule"	45.00	45.00		
First Financial Bank / Credit Cards	ENV21-013 - 2	ENV21-013 Webinar "Legal Aspects of the Final Lead&Cooper Rule"	45.00	45.00		
First Financial Bank / Credit Cards	MN20-400B	MN20-400B On-line class Small Water System Operation&Maintenance	50.00	50.00		
First Financial Bank / Credit Cards	MN20-525	MN20-525 Exam prep course for David Strasfacci for WT-5 exam.	400.00	400.00		
First Financial Bank / Credit Cards	MN21-002	MN21-002 Water Disinfection class (7 technical hrs) J Cunningham	175.00	175.00		
First Financial Bank / Credit Cards	TD21-013	TD21-13 6 Safety posters	229.89	91.96	126.44	11.49
First Financial Bank / Credit Cards	Walmart 201104B	Vizio 65" (3) for Monroe, Dillman & Blucher - #2011044B	1,529.88	509.96	1,019.92	
Fisher Scientific Company, LLC	0126209	Polishing cartridge, 4 traceable reifr thermometer - DL21-004	1,283.26		1,283.26	
Fisher Scientific Company, LLC	7606851	Sterilization strips 4" (2 pk) - DL21-002	100.41		100.41	
Fisher Scientific Company, LLC	7796223	Dionex 18 column, AG18 guard, Anion standard - DL21-002	2,364.59		2,364.59	
Fisher Scientific Company, LLC	9351175	Traceable reifr thermometer (2) - DL21-004	196.95		196.95	
HACH Company	12238367	MN20-521 6 Sulfate test reagents for the lab pk/100	278.52	278.52		
HD Supply Facilities Maintenance, LTD	464243	BP21-003 Glass fiber filters 7 mm	1,189.68		1,189.68	
HD Supply Facilities Maintenance, LTD	464747	DL21-001 Test vials, Ammonium Persulfate, glass filters	2,357.69		2,357.69	

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Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Wastewater O&M	Stormwater O&M
HD Supply Facilities Maintenance, LTD	473307	ENV21-008 Hydrant flushing elbow 2.5", rubber covered hose 2-1/2	432.85	432.85		
HD Supply Facilities Maintenance, LTD	473744	DL21-001 Phosphorous standards 50 ppm 500 ml	55.81		55.81	
HD Supply Facilities Maintenance, LTD	480112	BP21-009 14 TNT830 ULR, 12 TNT 832 HR	1,630.26		1,630.26	
HD Supply Facilities Maintenance, LTD	481207	BP21-010 Lab refrigerator thermometer for composite samplers	132.38		132.38	
Heflin Industries, INC	125184	MM21-266 Labor to repair influent air valve high service valve	495.00	495.00		
Indiana Oxygen Company, INC	9611064	Welding rods for #608 - stock - TD21-017	55.49	22.20	30.52	2.77
Indiana Underground Plant Protection Service, INC	87845	Monthly per ticket fee for line locates - 12/01-12/31/21 - TD	1,269.20	507.68	761.52	
Industrial Service & Supply, INC	63387	Leader hose 10x1" for truck #598 - TD20-328	141.74		141.74	
IU Health OCC Health Services	00107362-00	DS DOT 5 Panel E Screen for 1 T&D Employee 06/23/20 - TD21-033	47.00	18.80	25.85	2.35
IU Health OCC Health Services	00107698-00	DS DOT 5 Panel E Screen for 1 T&D Employee 07/01/20 - TD21-033	47.00	18.80	25.85	2.35
IU Health OCC Health Services	00107699-00	DS DOT 5 Panel E Screen for 1 T&D Employee 07/01/20 - TD21-033	47.00	18.80	25.85	2.35
IU Health OCC Health Services	00107852-00	Hep B Vaccine for 1 Blucher employee - 07/06/20 - BP21-015	121.00		121.00	
IU Health OCC Health Services	00112185-00	DS DOT 5 Panel E Screen for 1 Monroe employee 11/09/20-MN21-018	47.00	47.00		
James L Brown (Brown Soil Consulting LLC)	428394 - B	Soil analysis @ Monroe WTP for new septic system - PUR20-374	400.00	400.00		
Jason R Hollers (Hollers Welding)	HW2101	DM20-252 Welding repairs on the Rotary Screen housing	8,250.00		8,250.00	
JJ's Concrete Construction, LLC	65523	Concrete - Water @ South Walnut - 01/19/21 - TD	1,052.00	1,052.00		
JJ's Concrete Construction, LLC	65567	Concrete - Water @ 416 Hickory Dr - 01/20/21 - TD	281.50	281.50		
JJ's Concrete Construction, LLC	65620	Concrete - Sewer @ 17th & Washington - 01/22/21 - TD	657.50		657.50	
John Deere Financial (Rural King)	JRNL#B52356/62	Credit memo for Band Saw, hex shanks, bits - MN20-503	(309.99)	(309.99)		
John Deere Financial (Rural King)	JRNL#L33555/62	Steele storage cabinet for garage area - TD21-040	189.99	76.00	104.49	9.50
John Deere Financial (Rural King)	JRNL#C35347/62	Gray primmer, sand paper, rollers, tray - TD21-026	33.34	33.34		
John Deere Financial (Rural King)	JRNL#C38761/62	Air comp/accessory kit, pancake air compressor - MN21-271	176.52	176.52		
John Deere Financial (Rural King)	JRNL#C38924/62	Credit for Air comp/acc kit, pancake air compressor - MN21-271	(164.97)	(164.97)		
John Deere Financial (Rural King)	JRNL#C38927/62	Air comp/accessory kit, pancake air compressor - MN21-271	164.97	164.97		
John Deere Financial (Rural King)	JRNL#C42385/62	Credit for tax on invoice # JRNL#C38761/62 - MN21-271	(11.55)	(11.55)		
Juniper Systems INC	00114635	TD21-27 ASY w/shielding & insulation to repair Programmer 16	490.59	196.24	294.35	

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Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Wastewater O&M	Stormwater O&M
Kathleen McConahay (Flags Over Indiana)	010821	DR21-003 2 US flags 6' x 10'	227.20		227.20	
Kleindorfer Hardware & Variety	01/25/21 CBU	Misc parts & supplies - 01/05-01/20/21 - TD, MN, MS, BP, DR, SW	608.24	247.23	353.21	7.80
Kroger Limited Partnership I	186552 ENV21-006	Brita pitcher & filter for customer with lead line - ENV21-006	39.98	39.98		
LaTrea Teague	ADMIN21-003	Reimbursement for Notary Public Certification fee - ADMIN21-003	166.32	66.53	99.79	
Logical Concepts, INC (Omnisite)	78058	Cellular fee for XR-50 Omni-Site - Re-activation fee - ENG	75.00		75.00	
Logical Concepts, INC (Omnisite)	78090	Monthly cellular fee for XR-50 Omni-site - 02/01-02/28/21 - ENG	1,100.00		1,100.00	
Mark Osborne (Control Freaks Consulting)	279Inv-DM20-246	DM20-246 Labor for various instrumentation repairs plant wide	2,000.00		2,000.00	
Monroe County Government	ACCT21-016	Release 25 liens on customer accounts - ACCT21-016	625.00		625.00	
Monroe County Government	ACCT21-019	Release 5 liens on customer accounts - ACCT21-019	125.00		125.00	
Monroe County Government	ACCT21-020	Fee for auditor to release lien-Paid at CBU - ACCT21-020	15.00		15.00	
Nugent, INC (Utility Supply Company)	1340137	PUR20-366 Misc brass parts couplers, tube tees, bushing, valves	8,549.42	8,549.42		
Nugent, INC (Utility Supply Company)	1340790	PUR20-366 Brass pack joint male, female tube nut, 3 part union	1,005.06	1,005.06		
Nugent, INC (Utility Supply Company)	1340791	PUR20-366 Misc brass service saddles	7,377.29	7,377.29		
Nugent, INC (Utility Supply Company)	1341596	PUR20-366 Angle meter yoke valve, brass saddle for C-PVC	469.78	469.78		
Nugent, INC (Utility Supply Company)	1342600	PUR20-366 Service saddle 8"x1 1/2"	335.48	335.48		
Nugent, INC (Utility Supply Company)	1343874	PUR20-366 Yoke bar 1"	476.50	476.50		
Nugent, INC (Utility Supply Company)	1348064	PUR20-366 Service saddle 2"x1" quick tap	180.10	180.10		
Nugent, INC (Utility Supply Company)	1348065	PUR20-437 200 3 1/2" Tee bolts w/nuts, 200 4" Tee bolts w/nuts	536.00	536.00		
Nugent, INC (Utility Supply Company)	1349729	TD21-6 60 AV-LOCKCAP-23 to lock water meters	1,620.00	648.00	972.00	
Office Depot, INC	2462123731	Planner, appt book, desk pad calendar - ENG21-003	73.29	29.32	43.97	
Office Depot, INC	14924068001	Credit memo for 1 returned self inking copy stamp - PUR20-426	(20.99)	(8.40)	(12.59)	
Office Depot, INC	144183729001	Wall clock, pad finger, steno book - DR20-100	32.74		32.74	
Office Depot, INC	144183732001	Wall calendar - DR20-100	18.99		18.99	
Office Depot, INC	145322982001	Desk calendars (3) - BP20-177	17.97		17.97	
Office Depot, INC	146835794001	Eco toilet clips, trash air fresheners PUR20-482	134.99	54.00	80.99	
Office Depot, INC	147059375001	Credit memo for returned steno books - DR20-100	(12.49)		(12.49)	

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Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Wastewater O&M	Stormwater O&M
Office Depot, INC	147062011001	Steno books (1 doz) - DR21-002	12.49		12.49	
Office Depot, INC	147616340001	Kimwipes (2 cases) - MN21-010	352.78	352.78		
Office Depot, INC	147888440001	TUL pens (2 12 pks), file folders - ACCT21-004	26.24	10.50	15.74	
Office Depot, INC	147900429001	Steno books, stapler, date stamps, pens, post-its, tape CS21-001	187.34	74.94	112.40	
Office Depot, INC	148106322001	Printer ink, paper clips, post-it notes - ACCT21-001	98.83	39.53	59.30	
Office Depot, INC	148106322002	Multi-color file folders - ACCT21-001	19.06	7.62	11.44	
Office Depot, INC	148106323001	Post-it notes (1 pk) - ACCT21-001	10.35	4.14	6.21	
Office Depot, INC	148305736001	HP High yeald toner cartridge - MN21-003	81.01	81.01		
Office Depot, INC	148305739001	HP laser imaging drum - MN21-003	120.75	120.75		
Office Depot, INC	149684885001	Plates & towels (4 pk each) - BP21-001	186.84		186.84	
Office Depot, INC	149684887001	Can liners (1 case) - BP21-001	35.79		35.79	
Office Depot, INC	149835056001	Gel hand sanitizer (12), memo books (2), Pens (1 dz) - DR21-004	38.41		38.41	
Office Depot, INC	150672944001	Report covers, envelope moistener - CS21-003	22.97	9.19	13.78	
Office Depot, INC	515391292001	Self inking copy stamps (3) - PUR20-426	62.97	25.19	37.78	
Pace Analytical Services, INC	2150158367	MET ICPMS testing water samples - ENV21-015	110.00	110.00		
Pace Analytical Services, INC	2150158403	Cyanide analysis by method 1677 @ Dillman for NPSES DL21-003	125.00		125.00	
Paragon Micro, INC	S3307458	Dell P2217 LED 22" Monitor for J Wenning - #2111308	139.50	55.80	83.70	
Pitney Bowes, INC	BC21-004	Reserve account postage - Nov - Dec 2020 - BC21-004	1,763.55	724.44	1,039.11	
Republic Services, INC	0694-002672369	Trash removal @ Dillman WWTP - 02/01-02/28/21 - DR	301.42	20.57	280.85	
Republic Services, INC	0694-002673700	Trash removal @ Monroe WTP - 01/01-01/31/21 - MN	104.45	104.45		
Republic Services, INC	0694-002673701	Trash removal @ Blucher WWTP - 01/01-01/31/21 - BP	103.89		103.89	
Reycon Partners, LLC(Reynolds Construction,	S20-6405 Final	S20-6405 - Dillman WWTP Upgrade to 12/30/20 - ENG	58,563.00		58,563.00	
Ricoh USA, INC	5060430720 CBU	Ricoh copier maintenance - 08/17-09/16/20 - PUR	92.30	18.93	73.37	
Roger Beckman	ENV20-272	Stormwater grant - New Leaf Landscape Consulting - ENV20-272	1,100.00			1,100.00
Rogers Group, INC	0071180531	Stone - #53 - Water - 01/11-01/15/21 - TD	577.08	577.08		
Rogers Group, INC	0071180532	W20-4411 - Stone #11 & #53 - Water & stock - 01/15/21 - TD	1,723.72	1,600.95	122.77	

City of Bloomington Utilities
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Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Wastewater O&M	Stormwater O&M
Rogers Group, INC	0071180533	Stone #53 - Stock - 01/12-01/15/21 - TD	1,258.32	503.33	754.99	
Rogers Group, INC	0071180534	Stone #53 - Storm - 01/14/21 - SW, TD	88.58			88.58
Rogers Group, INC	0071180535	Stone #11 - Water - 01/11/21 - TD	213.38	213.38		
Southern Indiana Parts, INC (Napa Auto Parts)	346041	Wiper blades for unit #732 - DR21-008	20.10		20.10	
Southside Rental Center, INC	19626	Propane for forklifts - PUR20-479	66.64	26.66	39.98	
State Of Indiana	47366	Annual billing for audit services - 2019 - ACCT21-017	1,838.00			1,838.00
State Of Indiana	000308641	Annual connection fee - 21-IN5253002C-0 - DIR	24,045.45	24,045.45		
State Of Indiana	000312264	W18-4204 - Dyer Tank Remediation Agreement - 04/19-05/30/20 -ENG	1,143.75	1,143.75		
State Of Indiana	000312620	Annual NPDES Permit Fee #21-IN0035718-0 - Dillman - ENV	11,500.00		11,500.00	
State Of Indiana	000312621	Annual NPDES Permit Fee #21-IN0035726-0 - Blucher WWTP - ENV	9,500.00		9,500.00	
State Of Indiana	000312902	Annual NPDES Permit Fee #21-IN0060810-0 - Monroe WTP - ENV	2,460.00	2,460.00		
State Of Indiana	Jason Wenning	A-SO Application Fee for Jason Wenning - ADMIN20-073	30.00	12.00	16.50	1.50
Synchrony Bank	444964555356	ENV20-258 Truck bed cargo unloader	69.48			69.48
Synchrony Bank	448374778547	ITS2011087 OtterBox Defender Series Case for iPhone 8/7 DH	39.53	15.81	23.72	
Synchrony Bank	454364886354	ITS2111272 Jabra PRO 920 Mono wireless headset for deskphone MM	149.95	59.98	89.97	
Synchrony Bank	464766363549	CS21-02 Square rectangle swabs for postage machine	12.99	5.20	7.79	
Synchrony Bank	555776934756	ENV20-258 Bully tools soil probe handle 48"	27.99			27.99
Synchrony Bank	596749699538	ENV20-258 Mud/sifting square shovel 29"	64.41			64.41
Synchrony Bank	699757586595	PUR20-483 WSD20-COVID Nitrile gloves M L XL 2 cs each	1,726.60	690.64	949.63	86.33
Synchrony Bank	747686776863	MN21-005 8 1000 ml bottle carrier	35.59	35.59		
Synchrony Bank	794744654988	ITS2011101 Jabra PRO 920 Mono wireless headset for deskphone RR	149.95	59.98	89.97	
Synchrony Bank	797479653795	TD21-9 4 Wilton hammer 6.5" vise combo for #693,696,697,702	535.68	214.27	321.41	
Synchrony Bank	855559447585	ENV20-258 Repti Zoo fine mesh metal sand shovel	14.99			14.99
Synchrony Bank	885665979946	PUR20-483 WSD20-COVID Car charges	145.90	58.35	80.25	7.30
Synchrony Bank	899375464437	ENV20-258 Prospector's choice orange sand scoop	13.50			13.50
Synchrony Bank	979686976793	DR20-098 Muck boots steel toe men's rubber work boots size 13	109.95		109.95	

City of Bloomington Utilities
Accounts Payable by G/L Distribution Report
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Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Wastewater O&M	Stormwater O&M
Synchrony Bank	983378464668	DR20-098 3 Muck boots steel toe men's rubber work boots size 11	404.85		404.85	
Terminix International	404307479	Pest control @ Blucher Poole - 01/20/21 - PUR20-455	75.00		75.00	
The Charles Machine Works, INC (HammerHead)	92511226	TD20-449 8 8"x48" point repair summer	3,475.00		3,475.00	
The Charles Machine Works, INC (HammerHead)	92537006	TD20-491 4' Sewer patch tube for garage stock	2,290.16		2,290.16	
The Indiana Assoc of Seventh Day Adventists	ENG21-014	S21-6501 - Sewer easement Parcel #6 2230 N Martha St - ENG21-014	8,875.00		8,875.00	
Troy Gaither (Gaither Powersports & Trailer Sales)	PUR20-468	PUR20-468 Heartland 8'Wx22'L Tiltlok trailer with 10,000# Cap	4,995.00		4,995.00	
ULINE, INC	128436007	PUR20-485 2 cs Perfectouch cups - 12 oz 500/case	215.71	86.28	129.43	
United Parcel Service, INC	0000430948031	Shipping charges - 01/11/21 - ENV, PUR	11.93	4.77	7.16	
US Ecology, INC	671068	W18-20604 - Hazardous waste removal from Monroe 01/05/21 - ENG	703.80	703.80		
Virtuoso Sourcing Group, LLC	28228	Collection Agency Fee - 01/21-01/25/21 - AR, ACCT	81.05	32.42	48.63	
Virtuoso Sourcing Group, LLC	28229	Collection Agency Fee - 01/21-01/27/21 - AR, ACCT	206.90	82.76	124.14	
W.W. Grainger, INC	9766804174	TD21-7 6 Alternating relays for Lift Station stock	207.24		207.24	
Young Plumbing & Mechanical, INC	52321	TD21-29 Run new water line for meter to house @ 1206 S Grant St.	2,900.00	2,900.00		
Young Plumbing & Mechanical, INC	52324	TD21-28 Run new water line for meter to house @ 1000 E 2nd St.	3,200.00	3,200.00		
Young Trucking, INC	109757	Hauling sludge from Dillman WWTP - 01/04-01/07/21 - DR, OP	10,212.61		10,212.61	
Young Trucking, INC	109833	Hauling sludge from Blucher Poole - 01/11-01/13/21 - BP, OP	1,442.68		1,442.68	
Young Trucking, INC	109834	Hauling sludge from Dillman WWTP - 01/12/21 - DR, OP	6,591.21		6,591.21	
Young Trucking, INC	109928	Hauling sludge from Dillman WWTP - 12/22/20 - DR, OP	767.85		767.85	
Young Trucking, INC	109929	Hauling sludge from Blucher Poole - 01/20/21 - BP, OP	706.65		706.65	

Grand total:

315,285.46	110,891.93	201,004.90	3,388.63
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City of Bloomington Utilities
Accounts Payable by G/L Distribution Report
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Utility Bills

Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Wastewater O&M
AT&T	8123311353 01/21	812-331-1353 Service - S Washington St Storage 01/22-02/21/21	306.19	122.48	183.71
AT&T	8123315400 1/21	812-331-5400 - Service - Centrex main line - 01/22-02/21/21	2,420.72	968.29	1,452.43
City Of Bloomington Utilities	36777-001 1/21	36777-001 Tamarron LS Water/Wastewater charges	24.93		24.93
City Of Bloomington Utilities	39355-001 1/21	39355-001 Dillman WWTP Water/Wastewater charges	1,987.44		1,987.44
City Of Bloomington Utilities	40754-001 1/21	40754-001 Blucher Poole Water/Wastewater charges	3,779.43		3,779.43
City Of Bloomington Utilities	50913-001 1/21	50913-001 Service Center Water/Wastewater charges	950.43	380.17	570.26
Comcast Cable Communications, INC	852920119 2/21	8529201190490580 Service @ Service Center 02/15-03/14/21	47.52	19.01	28.51
Duke Energy	01302794010 1/21	Service - Azelea Lane Lift Station (Walnut Creek) 12/16-01/19/21	89.80		89.80
Duke Energy	01402812016 2/21	Service - Woodhaven Drive Lift Station - 12/28-01/28/21	44.68		44.68
Duke Energy	03302795010 1/21	Service - Griffy Plant Outdoor Lighting - 12/16-01/19/21	29.64	29.64	
Duke Energy	09302808012 1/21	Service - West Tank Outdoor Lighting @ Waynes Lane 12/23-01/27/21	10.20	10.20	
Duke Energy	11503726035 2/21	Service - Angelina Lane Lift Station - 12/29-01/29/21	35.31		35.31
Duke Energy	12102812024 1/21	Service - Cedar Chase Lift Station - 12/28-01/28/21	61.04		61.04
Duke Energy	26102806017 1/21	Service - W 3rd St Lift Station - 12/22-01/26/21	7.41		7.41
Duke Energy	28502808011 1/21	Service - Profile Pkwy Lift Station - 12/23-01/27/21	51.93		51.93
Duke Energy	29603728023 1/21	Service - Vernal Pike Lift Station 12/23-01/27/21	227.43		227.43
Duke Energy	29803546019 2/21	Service - Micro Motors/Grimes Lane Lift Station 12/29-01/29/21	171.27		171.27
Duke Energy	35102817018 2/21	Service - N Russell Road Booster Station -12/30-02/01/21	635.98	635.98	
Duke Energy	35302809010 1/21	Service - Westwood Lift Station (outdoor lighting) 12/23-01/27	10.33		10.33
Duke Energy	41402795016 1/21	Service - Rusgan Drive Lift Station - 12/16-01/19/21	79.64		79.64
Duke Energy	44802673016 2/21	Service - Tamarron Lift Station - 12/30-02/01/21	612.95		612.95
Duke Energy	45702809014 1/21	Service - Curry Pike Davis Lift Station -12/23-01/27/21	98.72		98.72
Duke Energy	46002802015 1/21	Service - Arlington Park Lift Station - 12/19-01/22/21	171.27		171.27
Duke Energy	48802812011 2/21	Service - East Booster (Outdoor Lighting) - 12/28-01/28/21	10.33	10.33	
Duke Energy	50502809013 1/21	Service - Southwest Booster Station - 12/23-01/27/21	1,453.42	1,453.42	
Duke Energy	54302673015 2/21	Service - South Booster Station - 12/28-01/28/21	8,482.82	8,482.82	
Duke Energy	58102812016 1/21	Service - Cedarview Sims Lift Station - 12/28-01/28/21	24.67		24.67
Duke Energy	58802801015 1/21	Service - Oolitic Lift Station - 12/19-01/22/21	65.43		65.43
Duke Energy	59202673010 2/21	Service - Monroe Intake Tower - 12/28-01/28/21	37,265.70	37,265.70	
Duke Energy	66702673012 1/29	Service - 3rd Street Underpass Lift Station - 12/28-01/28/21	32.17		32.17
Duke Energy	67602807018 1/21	Service - Kensington Park Lift Station - 12/22-01/26/21	164.38		164.38
Duke Energy	69302799016 1/21	Service - Stonelake Drive Lift Station - 12/18-01/21/21	48.39		48.39

City of Bloomington Utilities
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Utility Bills

Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Wastewater O&M
Duke Energy	69302808015 1/21	Service - Curry Industrial Park Lift Station - 12/23-01/27/21	31.08		31.08
Duke Energy	77202799011 1/21	Service - W 17th Street Lift Station - 12/18-01/21/21	195.17		195.17
Duke Energy	91903614027 1/21	Service - Fullerton Pike Lift Station - 12/21-01/25/21	55.59		55.59
Duke Energy	95603943016 1/21	Service - IU Hospital Lift Station - 12/18-01/21/21	413.62		413.62
Duke Energy	96602814014 2/21	Service - NW Park Lift Station -12/29-01/29/21	49.94		49.94
Duke Energy	97003676025 2/21	Service - Vernal Pike Lift Station - 12/29-01/29/21	94.39		94.39
EDF, INC (EDF Energy Services)	114124ES 5187659	Energy Services for Vectren #5187659 - Tamarron Lift Station	24.84		24.84
EDF, INC (EDF Energy Services)	114124ES 5187802	Energy Services for Vectren #5187802 - Monroe WTP	533.61	533.61	
EDF, INC (EDF Energy Services)	114124ES 5352776	Energy Services for Vectren #5352776 - SC Booster Station	7.42	7.42	
EDF, INC (EDF Energy Services)	114124ES 5463700	Energy Services for Vectren #5463700 - Service Center	383.43	153.37	230.06
EDF, INC (EDF Energy Services)	114124ES 5463945	Energy Services for Vectren #5463945 - Washington Storage	60.82	24.33	36.49
EDF, INC (EDF Energy Services)	114124ES 5464376	Energy Services for Vectren #5464376 - Blucher Poole WWTP	1,145.99		1,145.99
EDF, INC (EDF Energy Services)	114124ES 5520392	Energy Services for Vectren #5520392 - Dillman WWTP	1,293.01		1,293.01
Smithville Telephone Co Inc	9011000437 2/21	901-100-0437 Service - Monroe Internet connection 01/02-02/01/21	49.95	49.95	
Smithville Telephone Co Inc	824-2894 02/21	812-824-2894 Service - Dillman fax - 01/02-02/01/21	46.73		46.73
Smithville Telephone Co Inc	824-4901 2/21	812-824-4901 Service - Dillman WWTP - 01/02-02/01/21	206.67		206.67
Smithville Telephone Co Inc	824-7219 2/21	812-824-7219 Service - Monroe intake tower - 01/02-02/01/21	52.65	52.65	
Smithville Telephone Co Inc	824-9513 2/21	812-824-9513 Service - Monroe WTP - 01/02-02/01/21	145.12	145.12	
Smithville Telephone Co Inc	824-9572 2/21	812-824-9572 Service - Monroe fax - 01/02-02/01/21	46.64	46.64	
Smithville Telephone Co Inc	876-3318 2/21	812-876-3318 Service - Blucher WWTP -01/02-02/01/21	191.00		191.00
Smithville Telephone Co Inc	876-8264 2/21	812-876-8264 Service - Blucher modem - 01/02-02/01/21	46.64		46.64
Smithville Telephone Co Inc	876-9276 02/21	812-876-9276 Service - Blucher fax - 01/02-02/01/21	46.64		46.64
South Central Indiana Remc	2093400200 1/21	Service - Blucher Poole - #2093400200 - 12/19-01/21/21	17,985.08		17,985.08
Utilities District of Western Indiana REMC	52184-001 2/21	Service - 52184-001 - Fieldstone LS - 01/01-02/01/21	708.00		708.00
Utilities District of Western Indiana REMC	75843-001 2/21	Service - 75843-001 - Stone Chase LS - 01/01-02/01/21	141.00		141.00
Vectren	N0833866 2/21	Service - 5464376-1 Blucher Poole WWTP - 01/04-01/28/21	578.05		578.05
Vectren	N1236302 2/21	Service - 5187659-6 Tamarron LS - 01/05-02/01/21	49.01		49.01
Verizon Wireless	9871478964 1/21	Service - Cradlepoint booster for WIFI - Engineering 12/18-01/17	130.94	52.38	78.56

Grand total:

84,114.60 50,443.51 33,671.09

WIRE TRANSFERS, FEES & PAYROLL FOR THE MONTH OF FEBRUARY, 2021

INDIANA DEPARTMENT OF REVENUE (SALES TAX)	\$65,855.04
INDIANA DEPARTMENT OF REVENUE - RECEIPTS TAX (UTILITY RECEIPTS TAX)	\$0.00
NPC (CHARGE CARD FEES)	\$43,480.78
FIRST FINANCIAL (ACCOUNT ANALYSIS FEES)	\$1,002.25
GROSS PAYROLL	\$349,438.66
FICA TAX	\$20,519.53

TOTAL \$480,296.26

City of Bloomington Utilities
Accounts Payable by Fund Distribution Report
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CUSTOMER REFUNDS

Vendor	Invoice No.	Invoice Description	Invoice Amount	Check No.	Reason for refund	Water Funds	Wastewater Funds	Stormwater Funds	Sanitation
Barbara Bashour	16881-002	Customer refund	\$61.67	27366	Refund on closed account.		\$61.67		
Gladys Bastin	34694-002	Customer refund	\$61.91	27367	Refund on closed account.		\$61.91		
Hannah Chipman	11739-002	Customer refund	\$40.26	27368	Refund on closed account.	\$40.26			
Garrett Dexter	6431-025	Customer refund	\$5.95	27369	Refund on closed account.		\$5.95		
Michael Gastineau	1862-030	Customer refund	\$331.56	27370	Refund on closed account.	\$38.17	\$293.39		
Robyn Hill	31260-001	Customer refund	\$951.44	27371	Refund credit balance after leak adjustment	\$951.44			
Hunter Hoosier Court	34773-028	Customer refund	\$72.73	27372	Refund on closed account.		\$72.73		
Ivysellsrealty.com	45274-015	Customer refund	\$54.78	27373	Refund on closed account.		\$54.78		
Traci Jordan	13304-013	Customer refund	\$36.60	27374	Refund on closed account.	\$36.60			
Matthew Pflederer	14851-005	Customer refund	\$25.60	27375	Refund on closed account.		\$25.60		
Makayla Pitman	55582-017	Customer refund	\$1,199.67	27376	Refund credit balance after leak adjustment		\$1,199.67		
Quick Fit Indiana LLC	21236-004	Customer refund	\$192.14	27377	Refund on closed account.		\$192.14		
Areon Reason	33655-028	Customer refund	\$349.82	27378	Refund credit balance after adjustment due to meter misread	\$140.24	\$209.58		
David Sturgis	11743-002	Customer refund	\$114.64	27379	Refund on closed account.	\$114.64			
Tempo Properties	8980-024	Customer refund	\$170.95	27380	Refund on closed account.		\$170.95		
<u>\$3,669.72</u>						<u>\$1,321.35</u>	<u>\$2,348.37</u>	<u>\$0.00</u>	<u>\$0.00</u>



CONTRACT COVER MEMORANDUM

TO: Controller, Mayor & USB
FROM: Cindy Shaw
DATE: 2/8/2021
RE: Request Approval for Agreement for Services with BBC Pump and Equipment Company, Inc.

Contract Recipient/Vendor Name:	BBC Pump and Equipment Company, Inc.
Department Head Initials of Approval:	/VK/
Responsible Department Staff: <i>(Return signed copy to responsible staff)</i>	Cindy Shaw and Elise Boruvka
Responsible Attorney: <i>(Return signed copy to responsible attorney)</i>	Christopher J. Wheeler
Record Destruction Date: <i>(Legal to fill in)</i>	7/2031
Legal Department Internal Tracking #: <i>(Legal to fill in)</i>	21-049
Due Date For Signature:	1/27/2021
Expiration Date of Contract:	6/30/2021
Renewal Date for Contract:	N/A
Total Dollar Amount of Contract:	\$8,893.50
Funding Source:	010-64-950006-U62032
W9/EFT Complete: <i>(Staff Member of Responsible Dept. to fill in)</i>	Elise Boruvka
Affirmative Action Plan Complete (if applicable): <i>(Staff Member of Responsible Dept. to fill in)</i>	N/A
Procurement Summary Complete: <i>(Staff Member of Responsible Dept. to fill in)</i>	Joe Potts

Summary of Contract: BBC Pump and Equipment Company, Inc., to complete the diagnosis, repair, and reinstallation of Influent Pump #3 at Blucher Poole WWTP.



CONTRACT COVER MEMORANDUM

TO: Controller, Mayor, USB
FROM: Cindy Shaw
DATE: 2/11/2021
RE: REQUEST APPROVAL OF THE FIRST AMENDMENT OF THE AGREEMENT FOR SERVICES WITH UNIVAR SOLUTIONS USA, INC.

Contract Recipient/Vendor Name:	Univar Solutions USA, Inc.
Department Head Initials of Approval:	/VK/
Responsible Department Staff: <i>(Return signed copy to responsible staff)</i>	Cindy Shaw and Elise Boruvka
Responsible Attorney: <i>(Return signed copy to responsible attorney)</i>	Christopher J. Wheeler
Record Destruction Date: <i>(Legal to fill in)</i>	12/31/2032
Legal Department Internal Tracking #: <i>(Legal to fill in)</i>	21-055 (AMENDING 21-036)
Due Date For Signature:	1/27/2021
Expiration Date of Contract:	12/31/2022 revised to 12/31/2021
Renewal Date for Contract:	12/31/2021
Total Dollar Amount of Contract:	\$23,940.00 per year
Funding Source:	009-61-900003-U61816
W9/EFT Complete: <i>(Staff Member of Responsible Dept. to fill in)</i>	Elise Boruvka
Affirmative Action Plan Complete (if applicable): <i>(Staff Member of Responsible Dept. to fill in)</i>	Barbara McKinney
Procurement Summary Complete: <i>(Staff Member of Responsible Dept. to fill in)</i>	Cindy Shaw

Summary of Contract: This amendment adjusts the language in the contract to match the language in the bidding documentation. The amendment states that the contract will last for one year until 12/31/2021 at which time the contract will automatically renew for one additional year until 12/31/2022, unless the City notifies the vendor at least thirty days before the first expiration date.

The contract is for bulk shipments of hydrofluorosilicic (HFS) acid (23%-25%) for the Monroe Water Treatment Plant.



CONTRACT COVER MEMORANDUM

TO: Controller, Mayor, USB
FROM: James Hall
DATE: 2/11/2021
RE: REQUEST APPROVAL FOR AGREEMENT FOR SERVICES
WITH RESOURCE CONSERVATION SERVICES, LLC

Contract Recipient/Vendor Name:	Resource Conservation Services, LLC
Department Head Initials of Approval:	/vk/
Responsible Department Staff: <i>(Return signed copy to responsible staff)</i>	James Hall, Cindy Shaw, and Elise Boruvka
Responsible Attorney: <i>(Return signed copy to responsible attorney)</i>	Christopher J. Wheeler
Record Destruction Date: <i>(Legal to fill in)</i>	5/20/2021
Legal Department Internal Tracking #: <i>(Legal to fill in)</i>	21-016
Due Date For Signature:	1/28/2021
Expiration Date of Contract:	5/20/2021
Renewal Date for Contract:	N/A
Total Dollar Amount of Contract:	\$1,726.00
Funding Source:	010-57-950008-U63532 009-57-900008-U63532
W9/EFT Complete: <i>(Staff Member of Responsible Dept. to fill in)</i>	Elise Boruvka
Affirmative Action Plan Complete (if applicable): <i>(Staff Member of Responsible Dept. to fill in)</i>	N/A
Procurement Summary Complete: <i>(Staff Member of Responsible Dept. to fill in)</i>	James Hall

Summary of Contract: Analysis of metals, nutrients, fecal and PCB in sludge samples from three product streams and consultation on Land Application Permit application.

**UTILITIES SERVICE BOARD
CITY OF BLOOMINGTON, INDIANA
RESOLUTION 2021-03**

WHEREAS, the City of Bloomington Utilities Service Board (Hereinafter, the “USB”) and the Lake Lemon Conservancy District (Hereinafter, the “LLCD”) entered into a fifty year Lease Agreement (Hereinafter, the “Agreement”) on or about November 27, 1995, for the purpose of leasing the premises that comprise Lake Lemon; and

WHEREAS, the LLCD wishes to build a new gatehouse at Lake Lemon in accordance with the plans and specifications attached hereto, marked as **Exhibit “A”** and by this reference incorporated herein; and

WHEREAS, Paragraph 19 of the Agreement states that the LLCD shall not construct substantial improvements on the premises so leased without first obtaining the written consent of the USB which said consent shall not be unreasonably withheld; and

WHEREAS, the USB wishes to support the construction of a new gatehouse.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

The City of Bloomington Utilities Service Board finds that construction of a new gatehouse fulfills the Lake Lemon Conservancy District’s obligations for maintenance and/or upkeep of the premises leased under the Agreement and therefore consents to the construction and improvements shown in the submitted plans and specifications in **Exhibit “A”**.

SO ADOPTED by the City of Bloomington Utilities Service Board at its regularly scheduled meeting of February 16, 2021.

Jean Capler, President

Attest:

LaTreana Teague, Secretary
Utilities Service Board



CONTRACT COVER MEMORANDUM

TO: Controller, Mayor, USB
FROM: Cindy Shaw
DATE: 2/10/2021
RE: REQUEST APPROVAL FOR AGREEMENT FOR SERVICES
WITH HARRELL-FISH, INC.

Contract Recipient/Vendor Name:	Harrell-Fish, Inc.
Department Head Initials of Approval:	
Responsible Department Staff: <i>(Return signed copy to responsible staff)</i>	Cindy Shaw and Elise Boruvka
Responsible Attorney: <i>(Return signed copy to responsible attorney)</i>	Christopher J. Wheeler
Record Destruction Date: <i>(Legal to fill in)</i>	
Legal Department Internal Tracking #: <i>(Legal to fill in)</i>	
Due Date For Signature:	2/10/2021
Expiration Date of Contract:	7/31/2021
Renewal Date for Contract:	
Total Dollar Amount of Contract:	\$28,975.00
Funding Source:	009-U34750
W9/EFT Complete: <i>(Staff Member of Responsible Dept. to fill in)</i>	Elise Boruvka
Affirmative Action Plan Complete (if applicable): <i>(Staff Member of Responsible Dept. to fill in)</i>	Barbara McKinney
Procurement Summary Complete: <i>(Staff Member of Responsible Dept. to fill in)</i>	Don Gramlich

Summary of Contract: Replacement of the sodium hypochlorite pump piping skid at Monroe Water Treatment Plant

MEMORANDUM

TO: Utilities Service Board
FROM: Accounting Department
DATE: 2-16-2021
RE: Unclaimed Credit Balances

In accordance with the Indiana Code section 36-9-23-28.5, the Utilities staff would like to receipt/claim unclaimed credit balances over 7 years old. This section of the Indiana Code allows for overpayment of sewer fees that remains unclaimed by a payor for more than 7 years after the termination of the service for which the overpayment was made to become the property of the Municipality.

Pursuant to the resolution (2017-4) by the Utilities Service Board on September 5, 2017, the Utilities staff would like to receipt/claim unclaimed credit balances over 7 years old. The dollar value to be claimed is \$40,367.29. This Policy, adopted by the Utility Service Board allows for any overpayment of water fees that remains unclaimed by a payor for more than 7 years after the termination of the service for which the overpayment was made becomes the property of the Water Utility.

The Utility staff has made every attempt to locate customers and return overpayments to them.

SECTION 24 ~~GROWTH POLICIES~~ COMPREHENSIVE PLAN

24.1. ~~Growth Policies~~ Comprehensive Plan. In developing a Sewer Service Area Map (“SSAM”~~);~~) and in its decisions to extend sanitary sewer service, accept wastewater, or allow connection to an interceptor from proposed development, the Utility considered and will continue to consider the City of Bloomington ~~Growth Policies~~ Comprehensive Plan and the Monroe County Comprehensive Plan, as applicable and as provided in this Rule, as well as input from City and County governmental officials and non-governmental organizations and individuals.

24.2 Area A — Service Area. The SSAM will designate Area A as the area in which the Utility ~~shall~~ may allow sewer connections. The Utilities Service Board hereby authorizes the Director of the Utility to make the decision as to whether a request for extension of sanitary sewer service shall be granted in Area A of the SSAM: ~~for areas located inside or outside of the City’s municipal boundaries. The Director may grant a request for extension of sanitary sewer service in Area A to a parcel or parcels located outside of the City’s municipal boundaries if the owner or owners of the parcel(s) have submitted a valid petition for voluntary annexation that complies with the requirements of Indiana Code § 36-4-3-5.1 or Indiana Code § 36-4-3-5. Alternatively, the Director may grant a request for extension of sanitary sewer service in Area A located outside of the City’s municipal boundaries if the request is in compliance with provision 24.8. In all requests for extension of sanitary sewer service in Area A, the~~ Utility staff will determine what information is required from the applicant and advise as to what information is necessary to process the request. Any connection or extension must be in compliance with all applicable federal, state and local rules and regulations. ~~Any request must be in compliance with provision 24.8.~~

24.3 Time for Processing Area A Requests. The Director and Utility Staff shall complete processing of all requests for sanitary sewer service in Area A within 30 days of receipt of all necessary materials. In the event changes are made in the proposal for sanitary sewer service received by the Utility Staff, the 30 day period will run from the date that information regarding those changes is received. Applicants for sewer extensions within Area A may appeal the application of standards and specifications, rules and regulations, and service denial in area A to the Utilities Service Board.

24.4 Procedure for Appeal. The denial of a request for sewer extension in Area A may be appealed to the Board by filing a written appeal with the CBU Director’s Office within ten (10) working days of receipt of denial of the request. The appeal will be heard at the next regularly scheduled Board meeting for which it can be added to the agenda.

24.5 Area B — Exclusionary Area. The SSAM will designate all areas outside of Area A as Area B. ~~Sanitary~~ Any request for sanitary sewer service ~~shall generally not be extended to~~ in Area B ~~unless requests are~~ shall be made in writing to the Utilities Administration to be considered by the Utilities Service Board. The same application materials required for an Area A request shall

be required for an Area B request. The Director of the Utility will notify the offices of the City and County Planning Departments and Plan Commissions, the Mayor, the City Common Council, the City Legal Department, the County Commissioners, the County Health Department, the County Drainage Board, and the County Legal Department, and any other party deemed appropriate, that an exemption to the prohibition on sewer service extensions into Area B is being considered, and will request input regarding the request for extending sewer service. Upon receiving said input, the request will first be heard by the appropriate sub-committee of the Utilities Service Board, which will recommend approval or denial to the full board.

24.6 Time for Processing Area B Requests. Requests for service in Area B must be heard by the subcommittee of the Utilities Service Board for the first time within 30 working days from the date request for service is made to the Utilities Administration Office. Upon referral by the subcommittee, the Board will place the matter for hearing at the next regularly scheduled Board meeting for which it can be placed on the agenda.

24.7 Applicant's Obligation for Costs. Under no circumstances shall the Utility's approval of a request for permission to extend sanitary sewer service obligate it to construct or pay for the construction of any sanitary sewer extension or connection to the City's sanitary sewer collection system. All such costs are to be borne by the party requesting the extension or connection. The applicant for a sewer service extension must make any upgrades to the Utility collection systems that are required to accommodate the impact of the new connection.

24.8 Waiver of Right to Protest Annexation; and Voluntary Annexation. ~~Consistent with the provisions of Indiana law, no~~ No sanitary sewer extension shall be approved in either Area A outside of the municipal boundaries or in Area B unless the owner of the property to be served has waived ~~or agreed to waive~~ the right to remonstrate to annexation in a form and within the time frames required by the Corporation Counsel and City Controller.
At the discretion of the Director of Utilities, a sanitary sewer extension outside of the City's municipal boundaries may also be conditioned on the submission of a valid petition for voluntary annexation that complies with the requirements of Indiana Code § 36-4-3-5.1 or Indiana Code § 36-4-3-5.

SECTION 24 COMPREHENSIVE PLAN

24.1. Comprehensive Plan. In developing a Sewer Service Area Map (“SSAM”) and in its decisions to extend sanitary sewer service, accept wastewater, or allow connection to an interceptor from proposed development, the Utility considered and will continue to consider the City of Bloomington Comprehensive Plan and the Monroe County Comprehensive Plan, as applicable and as provided in this Rule, as well as input from City and County governmental officials and non-governmental organizations and individuals.

24.2 Area A — Service Area. The SSAM will designate Area A as the area in which the Utility may allow sewer connections. The Utilities Service Board hereby authorizes the Director of the Utility to make the decision as to whether a request for extension of sanitary sewer service shall be granted in Area A of the SSAM for areas located inside or outside of the City’s municipal boundaries. The Director may grant a request for extension of sanitary sewer service in Area A to a parcel or parcels located outside of the City’s municipal boundaries if the owner or owners of the parcel(s) have submitted a valid petition for voluntary annexation that complies with the requirements of Indiana Code § 36-4-3-5.1 or Indiana Code § 36-4-3-5. Alternatively, the Director may grant a request for extension of sanitary sewer service in Area A located outside of the City’s municipal boundaries if the request is in compliance with provision 24.8. In all requests for extension of sanitary sewer service in Area A, the Utility staff will determine what information is required from the applicant and advise as to what information is necessary to process the request. Any connection or extension must be in compliance with all applicable federal, state and local rules and regulations.

24.3 Time for Processing Area A Requests. The Director and Utility Staff shall complete processing of all requests for sanitary sewer service in Area A within 30 days of receipt of all necessary materials. In the event changes are made in the proposal for sanitary sewer service received by the Utility Staff, the 30 day period will run from the date that information regarding those changes is received. Applicants for sewer extensions within Area A may appeal the application of standards and specifications, rules and regulations, and service denial in area A to the Utilities Service Board.

24.4 Procedure for Appeal. The denial of a request for sewer extension in Area A may be appealed to the Board by filing a written appeal with the CBU Director’s Office within ten (10) working days of receipt of denial of the request. The appeal will be heard at the next regularly scheduled Board meeting for which it can be added to the agenda.

24.5 Area B — Exclusionary Area. The SSAM will designate all areas outside of Area A as Area B. Any request for sanitary sewer service in Area B shall be made in writing to the Utilities Administration to be considered by the Utilities Service Board. The same application materials required for an Area A request shall be required for an Area B request. The Director of the Utility will notify the offices of the City and County Planning Departments and Plan Commissions, the Mayor, the City Common Council, the City Legal Department, the County Commissioners, the County Health Department, the County Drainage Board, and the County Legal Department, and any other party deemed appropriate, that an exemption to the prohibition on sewer service extensions into Area B is being considered, and will request input regarding the request for

extending sewer service. Upon receiving said input, the request will first be heard by the appropriate sub-committee of the Utilities Service Board, which will recommend approval or denial to the full board.

24.6 Time for Processing Area B Requests. Requests for service in Area B must be heard by the subcommittee of the Utilities Service Board for the first time within 30 working days from the date request for service is made to the Utilities Administration Office. Upon referral by the subcommittee, the Board will place the matter for hearing at the next regularly scheduled Board meeting for which it can be placed on the agenda.

24.7 Applicant's Obligation for Costs. Under no circumstances shall the Utility's approval of a request for permission to extend sanitary sewer service obligate it to construct or pay for the construction of any sanitary sewer extension or connection to the City's sanitary sewer collection system. All such costs are to be borne by the party requesting the extension or connection. The applicant for a sewer service extension must make any upgrades to the Utility collection systems that are required to accommodate the impact of the new connection.

24.8 Waiver of Right to Protest Annexation and Voluntary Annexation. No sanitary sewer extension shall be approved in either Area A outside of the municipal boundaries or in Area B unless the owner of the property to be served has waived the right to remonstrate to annexation in a form and within the time frames required by the Corporation Counsel and City Controller. At the discretion of the Director of Utilities, a sanitary sewer extension outside of the City's municipal boundaries may also be conditioned on the submission of a valid petition for voluntary annexation that complies with the requirements of Indiana Code § 36-4-3-5.1 or Indiana Code § 36-4-3-5.

**UTILITY SERVICE BOARD
OF THE CITY OF BLOOMINGTON, INDIANA
RESOLUTION NO. 2021-02**

A RESOLUTION AUTHORIZING CERTAIN CAPITAL PROJECTS FOR THE CITY OF BLOOMINGTON'S WATERWORKS UTILITY, APPROVING THE ISSUANCE OF REVENUE BONDS THEREFOR, AND DECLARING AN OFFICIAL INTENT TO REIMBURSE EXPENDITURES FOR SUCH PROJECTS FROM THE PROCEEDS OF SAID BONDS

WHEREAS, the City of Bloomington, Indiana (the "City"), has previously established and constructed and now owns and operates through its Utility Service Board (the "Board") a municipal waterworks utility (the "Waterworks") furnishing the public supply of water to the City and its inhabitants pursuant to Indiana Code 8-1.5, as amended through the City of Bloomington Utilities Department ("CBU"); and

WHEREAS, the Board hereby finds that certain improvements, additions and extensions to the WaterWorks, more particularly described in **Exhibit "A"** hereto (the "Projects") are necessary; and that preliminary design plans, specifications, detailed descriptions and cost estimates have been prepared and that preliminary design plans, specifications, detailed descriptions and cost estimates have been prepared and filed by the engineers employed by the City for the construction of said Projects, which plans, specifications, descriptions and estimates have been or will be approved by the Board and by all governmental authorities having jurisdiction thereover; and

WHEREAS, in order to finance the cost of the Projects, it will be necessary to issue Waterworks Revenue Bonds of the City (the "Waterworks Bonds") in an aggregate amount not to exceed Seventeen Million Two Hundred Thousand (\$17,200,000.00) Dollars payable out of the net revenues of the Waterworks (defined as gross revenues after deduction only for the payment of the reasonable expenses of operation and maintenance), and, if necessary, bond anticipation notes of the City (the "Waterworks BANs") to provide interim construction financing in an aggregate amount not to Seventeen Million Two Hundred Thousand (\$17,200,000.00) Dollars; and

WHEREAS, a proposed form of an ordinance authorizing the issuance of the Waterworks Bonds to finance the costs of the Waterworks Project and the costs of issuance of the Waterworks Bonds and, if necessary, the Waterworks BANs (the "Waterworks Bond Ordinance" and, together with the Sewage Works Bond Ordinance, the "Bond Ordinances") have been duly considered by the Board and found satisfactory, copies of which are attached hereto as **Exhibit "A"**; and

WHEREAS, the Board desires to recommend the adoption of the proposed Waterworks Bond Ordinance to the Common Council of the City (the "Common Council").

NOW, THEREFORE, BE IT RESOLVED BY THE UTILITY SERVICE BOARD OF THE CITY OF BLOOMINGTON, INDIANA, AS FOLLOWS:

1. The Board requests the Common Council to authorize the issuance of Waterworks Revenue Bonds in an aggregate amount not to exceed Seventeen Million Two Hundred Thousand (\$17,200,000.00) Dollars and, if necessary, the Waterworks BANs in an aggregate amount not to exceed Seventeen Million Two Hundred Thousand (\$17,200,000.00) Dollars, on the terms and conditions set out in the proposed form of the Waterworks Bond Ordinance presented at this meeting, by the adoption of such proposed Waterworks Bond Ordinance, in substantially the form attached hereto as **Exhibit "A"**.
2. The Secretary of the Board is hereby directed to present a copy of this Resolution, the Estimate and Request of the Board and said proposed Waterworks Bond Ordinance to the Clerk of the City for presentation to the Common Council as soon as may be done.
3. This Resolution shall be in full force and effect after its adoption by the Board.

* * * * *

PASSED AND ADOPTED THIS 16TH DAY OF FEBRUARY, 2021

CITY OF BLOOMINGTON, INDIANA

By and Through its Utility Service Board

Jean Capler, President

Amanda Burnham, Vice President

Jeff Ehman, Member

Julie Roberts, Member

(Abstained)

Jason Banach, Member

Megan Parmenter, Member

Steven J. Sherman, Member

ATTEST:

LaTreana Teague, Secretary