Utilities Service Board Regular Meeting

9/8/2026

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Call to Order

Board President – White called the regular meeting of the Utilities Service Board to order at 5:05 p.m. The meeting took place in the Utilities Service Boardroom at the City of Bloomington Utilities Service Center, 600 East Miller Drive, Bloomington, Indiana.

Board members present: Kirk White, Molly Stewart, Seth Debro, Amanda Burnham, Jim Sherman, Megan Parmenter

Board members absent: Lynne Coyne, Matt Flaherty

Staff present: Katherine Zaiger, Matt Havey, Chris Wheeler, Phil Peden, Kelsey Thetonia, James Hall, Hector Ortiz Sanchez, Dan Hudson, Ginger Davis, Kevin White, Rachel Gray

Guests present: None.

Petitions and Communications: None.

Minutes

Stewart moved, and Sherman seconded the motion to approve the minutes of the Regular Meeting held on 8/24/2026. Motion carried, six ayes.

Claims

Stewart moved, and Sherman seconded the motion to approve the Standard Invoices:
Invoices included $331,456.64 from the Water Fund, $277,087.88 from the Wastewater Fund, $66,191.63 from the Wastewater Construction Fund, $673,543.30 from the Stormwater Fund, and $1,298.25 from the Stormwater Construction Fund.

Motion carried, six ayes. ***Total claims approved: $1,349,577.70***

Stewart moved, and Sherman seconded the motion to approve the Utility Bills for 8/27/2026:

Invoices included $3,739.11 from the Water Fund, $5,067.24 from the Wastewater Fund, and $761.46 from the Stormwater Fund.

Motion carried, six ayes. ***Total revised claims approved: $9,567.81***

Stewart moved, and Sherman seconded the motion to approve the Utility Bills for 9/3/2026:

Invoices included $161,303.06 from the Water Fund, $22,871.97 from the Wastewater Fund, and $32.70 from the Stormwater Fund.

Motion carried, six ayes. *Total revised claims approved: $184,207.73*

Stewart moved, and Sherman seconded the motion to approve the Wire Transfers, Fees, and Payroll:

Motion carried, six ayes. Total claims approved: *$633,206.26*

Stewart moved, and Sherman seconded the motion to approve Customer Refunds:

Invoices included $479.47 from the Water Fund, $827.88 from the Wastewater Fund, $7.50 from the Stormwater Fund, and $9.28 from the Sanitation Fund.

Motion carried, six ayes. Total claims approved: *$1,324.14*

Consent Agenda:

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

a. Evoqua Water Technologies, LLC, $20,420.00, Travel water screen at Monroe Water Treatment Plant
b. Aquatic Informatics, Inc., $9,269.62, WIMS software license and support at all CBU plants
c. Marshall Security, LLC, $10,000.00, Encampment cleanup at Winston Thomas
d. Affordable Fence, Inc., $11,350.00, Replace damaged fence and gate at Monroe Water Treatment Plant

The Board wished to consider Consent Agenda items A and C individually.

Consent Agenda Items B and D were approved as recommended by staff. Total approved: $20,619.62.

Request Approval of Service Agreement with Evoqua Water Technologies, LLC

Board Member – Parmenter asked for additional information regarding the Evoqua contract and what a travel water screen was. Zaiger explained that the contract provides for divers to inspect and repair the bar screen at the intake tower. Assistant Director - Operations – Ortiz Sanchez further explained that the screen removes floating debris before it can damage pumps and that one of the screens was having an issue with its chain and sprocket. Evoqua, the manufacturer of the travel screen, will provide divers to inspect the equipment and determine the problem.

Stewart moved, Sherman seconded to approve service agreement with Evoqua Water Technologies. **Motion carried, six ayes.**

Request Approval of Service Agreement with Marshall Security, LLC

Board Member – Burnham asked for more information about the circumstances surrounding the $10,000 Marshall Security contract for encampment cleanup at Winston Thomas. Zaiger explained that encampments have historically occurred along Clear Creek, including on CBU property adjacent to City Parks property and the rail trail. The City is responsible for the eviction process and coordinating with service providers, while CBU is responsible for cleaning the site because the encampment is located on CBU property. Zaiger and Assistant Director - Finance – Havey specified that the encampment is located north of the proposed new service center site and on the opposite side of the creek.

Board Member – White asked whether Marshall Security would handle biohazardous waste and sharps. Director – Zaiger explained that the cleanup could require a separate contract if bio-remediation is necessary. Zaiger noted that Marshall Security has performed similar encampment cleanups for the City. Zaiger also indicated that CBU crews could assist with activities such as brush removal but that CBU staff should not be required to leave equipment to perform encampment cleanups because such work is outside the crews' job responsibilities and presents safety concerns. Burnham expressed appreciation for using trained professionals and noted that the continuing encampment issue results in cleanup costs being borne by CBU ratepayers.

Parmenter asked about measures to discourage future encampments, including fencing, lighting, and clearing vegetation. Zaiger explained that increased activity associated with construction of the proposed service center would likely reduce the likelihood of future encampments and that clearing invasive vegetation in the riparian zone is already being considered as part of the service center plans. Zaiger also noted that reducing dense vegetation would also reduce areas that could provide cover for encampments. The Board was informed that this was the second encampment at the site that staff was aware of.

Stewart moved, Sherman seconded to approve agreement with Marshall Security, LLC. **Motion carried, six ayes.**

Board Member – Sherman left the meeting at this time.

Request Approval of Service Agreement with Commonwealth Engineers, Inc.

Assistant Director - Engineering – Peden presented a request for approval of a service agreement with Commonwealth Engineers, Inc. for work associated with the Griffy Dam. Peden explained that CBU performs the required biannual inspection of the high-hazard dam and that the inspection report includes recommendations for maintenance and professional engineering work. The proposed agreement would primarily address review of the outlet control and primary outlet design to verify that the primary spillway has sufficient capacity for the probable maximum flood, which is a storm event exceeding the 100-year flood.

Peden also explained that the agreement would include an update to the Emergency Action Plan (EAP) and a tabletop exercise. The exercise would use mock emergency scenarios to ensure that staff understands the EAP and knows how to respond. The updated EAP would address multiple potential scenarios, including overtopping of the primary spillway and a dam breach, and would include an updated inundation map.

In response to a Board question, Peden explained that the inspection report is submitted to the Indiana Department of Natural Resources (DNR), which reviews the recommendations and requires CBU to complete them for compliance. Parmenter inquired about CBU's ownership of Griffy Lake and the role of the Parks Department. Peden noted that an existing memorandum of understanding with Parks is out of date and needs to be renewed.

Stewart moved, Debro seconded to approve agreement with Commonwealth Engineers, Inc.. **Motion carried, five ayes.**

Request Approval of Service Agreement with CDS Engineers, Inc.

Capital Projects Coordinator - Kevin White presented a request for approval of a service agreement with CDS Engineers for professional engineering services related to upgrades to an existing 10-inch sanitary sewer near the former Fell Iron location. Kevin White explained that a proposed development in the area will be upgrading its sewer, and the agreement would allow CDS to design an extension of the sewer upgrade farther south to Seventh Street.

Kevin White stated that there have been ongoing overflows on Fairview and that the proposed improvements should help eliminate those overflows while providing additional capacity for future development. The contract amount is $143,700 and involves approximately 1,200 feet of 10-inch sewer that is expected to be upsized to approximately 15 inches.

In response to questions, Kevin White explained that the proposed development is located southwest of the B-Line at 10th Street and that the sewer extension would proceed approximately a half-block before connecting into Rogers Street. The future design could potentially extend farther down Rogers Street rather than following the existing route, but that determination has not yet been made.

Stewart moved, Debro seconded to approve agreement with CDS Engineers, Inc. **Motion carried, five ayes.**

Request Approval of On-Call Service Agreement with Bledsoe Riggert Cooper and James, Inc.

Assistant Director - Engineering – Peden presented a request for an on-call service agreement with Bledsoe, Rigert, Cooper and James, Inc. Peden explained that the agreement would provide CBU with another local surveying option and greater flexibility in both cost and availability. He noted that having multiple survey firms available can be beneficial when a firm has previously surveyed an adjacent property and therefore already possesses information about property corners and other relevant features.

Board Member – Parmenter asked whether BRCJ's work related to the 100- to 500-year floodplain at Winston Thomas would be handled through the on-call agreement. Peden clarified that the floodplain work would be a separate contract or extension and that BRCJ is already serving as a subconsultant under Champlain's contract.

Stewart moved, Debro seconded to approve agreement with Bledsoe Riggert Cooper and James, Inc. **Motion carried, five ayes.**

Request Approval of Service Agreement with Barnes & Thornburg

Assistant Director - Finance – Havey presented a request for approval of a professional service agreement with Barnes & Thornburg to serve as bond counsel for the water utility's anticipated bond issue. Staff explained that the most recent water rate case authorized CBU to pursue bonding for the water utility.

Havey explained that the agreement has a not-to-exceed amount and that CBU would need to return to the Board if additional services beyond that amount became necessary. Havey stated that he was not aware of any issues with the bond issue that would be expected to require additional work. In response to a Board question, Havey clarified that the agreement applies only to water bonds and does not include sewer bonds.

Stewart moved, Debro seconded to approve agreement with Barnes & Thornburg. **Motion carried, five ayes.**

Request Approval of Resolution 2026-15 to Designate Surplus Property for Auction or Worthless Surplus

Havey presented the monthly request to designate surplus property for auction or disposal as worthless surplus. The items included laboratory equipment, a trailer, and a dozer that staff intends to auction.

Stewart moved, Debro seconded to approve Resolution 2026-15. **Motion carried, five ayes.**

Old Business: None.

New Business:

Board Member – Parmenter reported a water main break in their neighborhood on Friday afternoon and commended CBU crews for working in the approximately 100-degree heat to address the issue. Parmenter also described contacting the on-call center after discovering that their address was not listed under the boil order and praised staff for providing information confirming that the water was safe. Parmenter thanked the crews and on-call center staff for their work responding to water main breaks and customer calls throughout the community.

CBU Director – Zaiger reported that CBU had been receiving an increased number of customer reports of discolored water, similar to conditions experienced during the same period the previous year. Zaiger explained that the discoloration is related to seasonal conditions at Monroe Reservoir and adjustments being made at the water treatment plant to maintain effective treatment while managing disinfection byproducts (DBPs).

Zaiger explained that CBU can draw water from different depths of Monroe Reservoir using different intake gates. Current reservoir conditions have required CBU to draw from a lower gate where naturally occurring manganese is more prevalent, resulting in the observed water discoloration. CBU crews had flushed more than 35 hydrants that day and had been flushing throughout the holiday weekend. CBU had also collected samples throughout the distribution system, and all samples taken that day were within applicable EPA health advisory levels. Zaiger reported that CBU had issued a press release that evening communicating the results and reassuring customers that the water was safe to drink.

Board Member – Burnham discussed the importance of communicating quickly and proactively with customers, particularly in response to reports and speculation on social media. Board Member – Kirk White thanked Zaiger for issuing the press release and emphasized the importance of providing accurate information before rumors could spread. Zaiger acknowledged the need to balance a rapid response with the need to have sufficient data to provide customers with a clear assurance regarding water quality.

Kirk White also discussed the importance of educating customers about Monroe Reservoir as CBU's water source and explaining the seasonal changes that can affect lake water. Zaiger noted that CBU's ability to draw water from different intake levels is a relatively new tool that provides greater flexibility in managing DBPs. Board Member – Stewart discussed the tradeoff between drawing from different depths, with lower-level intake contributing to manganese-related discoloration while higher-level intake can present greater algae-related taste and odor concerns.

Zaiger reported that CBU has been mapping customer reports of discoloration to identify potential areas of concentration and target flushing efforts. Zaiger indicated that reports had primarily been concentrated on the southeast side of the community. Zaiger also explained that customer sensitivity to taste and odor compounds varies.

Board Member – Debro congratulated CBU staff for the IDEM's recognition of CBU at the Silver Tier level through the state's Clean Community program and praised the staff for CBU's standing as the premier utility in Indiana. The Board expressed appreciation and congratulations to CBU staff.

Subcommittee Reports:

Board Member – Kirk White reported on a Property and Planning Subcommittee meeting held earlier that afternoon regarding the possibility of continuing design work for a new Utilities Service Center at the Winston Thomas site. The subcommittee discussed approximately $41 million in available bonding authority, which may not be sufficient to fund the entire project. The subcommittee reviewed conceptual designs developed over the previous several years and agreed that staff should continue working with contractors to obtain an updated estimate of the current project cost. The Property and Planning Subcommittee is expected to meet again on October 5 to continue the discussion.

Staff Reports:

Zaiger welcomed Mike Axsom, Kyle Wilson and Righley Purdue to T&D as new Utility Specialists. Zaiger also welcomed Graham McKeen as the new Hazardous Materials Coordinator, noting his prior service on the Board.

Petitions and Communications: None.

Adjournment:

White adjourned the meeting at 5:51 pm.

Signed by:
Kirk White
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9/22/2026

Kirk White, President

Date