Utilities Service Board Regular Meeting

10/19/2026

Utilities Service Board meetings are available at CATSTV.net.

Call to Order

Board President – White called the regular meeting of the Utilities Service Board to order at 5:01 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, Jim Sherman, Amanda Burnham, Megan Parmenter, Lynn Coyne

Board members absent: Matt Flaherty

Staff present: Katherine Zaiger, Matt Havey, Daniel Hudson, Rachel Gray, Tonia Ikediashi, Phil Peden, Liz Carter, Steven Stanford, Hector Ortiz Sanchez, Chris Wheeler, James Hall

Guests present: None

Petitions and Communications: None.

Certification of Executive Sessions

Board Member – White stated that Executive Sessions were held on September 21st and September 29th. White stated that the certification listed the board members present as required, and that no final decisions were made or subject matter discussed in the Executive Session other than the subject matter specified therein. White said that the session is certified by the USB.

Minutes

Stewart moved, and Sherman seconded the motion to approve the minutes of the Regular Meeting held on 10/5/2026. Motion carried, six ayes.

Claims

Board Member – Debro questioned two invoices from Quality Supply Tool for first-aid kits that listed significantly different amounts under the same purchase order. Assistant Director - Finance – Havey explained that the invoices represented separate line items associated with the same order and noted that additional first-aid kits had been purchased to replace expired

supplies in vehicles. Board Member – Sherman asked about approximately $61,000 in attorney fees related to the Leonard's Linens Dry Cleaning litigation. City Legal – Wheeler indicated that the matter was scheduled for a later agenda item.

Stewart moved, and Sherman seconded the motion to approve the Standard Invoices:
Invoices included $333,905.00 from the Water Fund, $304,773.75 from the Water Construction Fund, $176,646.45 from the Wastewater Fund, $122,349.92 from the Wastewater Construction Fund, and $75,038.43 from the Stormwater Fund.

Motion carried, six ayes. *Total claims approved: $1,012,713.55*

Stewart moved, and Sherman seconded the motion to approve the Utility Bills for 10/8/2026:

Invoices included $142,398.51 from the Water Fund, $104,726.54 from the Wastewater Fund, and $11.59 from the Stormwater Fund.

Motion carried, six ayes. *Total revised claims approved: $247,136.64*

Stewart moved, and Sherman seconded the motion to approve the Utility Bills for 10/15/2026:

Invoices included $28,177.59 from the Water Fund, $7,550.73 from the Wastewater Fund, and $54.87 from the Stormwater Fund.

Motion carried, six ayes. *Total revised claims approved: $35,783.19*

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

Motion carried, six ayes. Total claims approved: *$569,396.35*

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

Invoices included $3,952.84 from the Wastewater Fund.

Motion carried, six ayes. Total claims approved: *$3,952.84*

Board Member – Parmenter asked about a reimbursement for an employee's accidental use of a City credit card for a personal purchase and requested clarification regarding the controls in place. Havey explained that the employee promptly reported the error and reimbursed the City by check. Havey added that the error would also have been identified during the statement review process because the required purchasing documentation would have been missing. CBU Director – Zaiger further explained that credit cards are limited in number, with one card assigned to each division with each division head holding responsibility for it.

Stewart moved, and Sherman seconded the motion to approve Special Check Run:

Invoices included $3,806.45 from the Water Fund, $5,288.68 from the Wastewater Fund, and $892.12 from the Stormwater Fund.

Motion carried, six ayes. Total claims approved: *$9,987.25*

Request Approval of Memorandum of Understanding (MOU) between CBU and Department of Economic and Sustainable Development (ESD) for Residential Stormwater Grants

MS4 Coordinator – Carter presented a request for approval of a memorandum of understanding (MOU) between City of Bloomington Utilities (CBU) and the City's Economic and Sustainable Development (ESD) Department to support a residential stormwater grant program focused on rain gardens. ESD had expressed interest in expanding its neighborhood grant program to include more rain garden projects, while CBU had experienced declining participation and limited staff capacity to administer its existing residential stormwater grants. Under the proposed arrangement, CBU would transfer $20,000 annually to ESD from its existing grant allocation, allowing ESD to administer smaller, resident-level projects, including do-it-yourself rain garden installations. CBU would retain approximately $80,000 of its annual $100,000 allocation to focus on larger stormwater infrastructure projects with broader watershed benefits.

Carter explained that CBU would continue to assist with grant project selection, inspections, and public education and outreach. Carter also discussed the possibility of modeling future rain garden workshops on programs conducted in Fort Wayne.

Carter confirmed that the partnership would allow CBU to focus more of its remaining grant funding on larger projects, particularly detention ponds and other post-construction stormwater features that have deteriorated or require maintenance. Carter noted that CBU had not spent its full annual grant allocation in recent years and that some previously funded residential projects had provided limited broader impact.

Carter explained that CBU is required by IDEM to conduct post-construction inspections of known stormwater features throughout Bloomington on a five-year rolling basis. Inspections have begun with multifamily and commercial properties. As staff identify detention ponds with maintenance problems, property owners receive inspection reports outlining needed improvements. Minor issues may include vegetation problems or small areas of erosion, while more significant deficiencies may involve damaged inlet structures, severe erosion, or ponds that have become so silted that they no longer function effectively. For serious failures, CBU asks property owners to work with the utility on a corrective-action timeline.

Carter clarified that detention ponds and similar stormwater infrastructure were generally established as private infrastructure intended to be maintained by the property owner, homeowners association (HOA), or neighborhood association. CBU has not historically provided cost-sharing for these repairs, and the potential expense of assisting with the large number of deficient ponds could be substantial.

Board Member – Sherman asked how CBU identifies and notifies responsible parties when deficiencies are discovered. Carter explained that staff use county parcel records to identify the

property owner and send inspection reports directly to that party. For HOA-owned ponds, ownership and maintenance responsibilities are generally identified in subdivision plats and recorded covenants. If an HOA is no longer active, the organization would need to become active again to qualify for assistance, as a responsible party must be available to maintain the infrastructure.

Board Member – Parmenter expressed appreciation for the proposed program but raised concerns that the remaining $80,000 could be spent quickly if CBU assumed the full cost of repairs. Parmenter recommended further consideration of a cost-sharing model to encourage property-owner investment and help ensure that infrastructure is maintained over time. Parmenter also asked whether transferring funds to ESD would meaningfully reduce CBU's administrative workload, given that CBU would continue to assist with project selection, inspections, and outreach. Carter explained that administering the existing residential grant program had required more staff time than anticipated. Transferring day-to-day administration and resident inquiries to ESD would significantly reduce CBU's workload. She added that the partnership could evolve over time, potentially allowing ESD to assume greater responsibility after the first year. Carter confirmed that CBU intends to present its revised grant program to the Board for review before publicly advertising it. Carter also agreed to consider cost-sharing options and bring forward recommendations for the Board's consideration.

Board Member - Burnham asked whether ESD would contribute its own funding or whether the program would be funded exclusively through CBU. Carter explained that ESD already had a neighborhood grant program that could fund rain gardens and other neighborhood improvements. CBU's additional $20,000 contribution would be restricted to stormwater-related projects, helping avoid duplication between the departments, while ESD would continue contributing its own budget to its broader neighborhood grant program.

Board Member - Debro asked whether the funding arrangement would apply to 2026 and 2027 and whether CBU anticipated continuing the partnership beyond that period. Carter indicated that CBU would likely continue the partnership if it proved successful, given the importance of addressing aging stormwater infrastructure while preserving an accessible grant option for residents.

Stewart moved, Sherman seconded to approve the residential stormwater grant MOU between CBU and ESD. **Motion carried, six ayes.**

Request Approval of Fourth Amendment to Agreement with VET Environmental Engineering, LLC

City Legal – Wheeler presented the request for approval of the fourth amendment to CBU's agreement with VET Environmental Engineering, LLC. VET has provided substantial assistance during the discovery phase of the ongoing litigation involving Leonard's Linens Dry Cleaning. The amendment would account for additional expenses associated with depositions, document review, and the production of documents in response to discovery requests. It would also

extend the contract through July 30, 2027, which Wheeler anticipated would extend beyond the litigation's conclusion if no additional delays occurred.

Board Member – Sherman asked about the additional approximately $61,000 in legal-related expenses and the status of settlement discussions, noting that mediation had recently been unsuccessful.

Wheeler explained that the case remained in the discovery phase, with several depositions still to be completed. Issues concerning document production had also required court involvement, contributing to the additional expenses. No settlement discussions were currently underway, although further discussions could occur as the case approached trial. Wheeler indicated that the litigation was not close to resolution and that several more months of work remained. He was unable to confirm the exact trial date but recalled that it was expected early the following year.

Stewart moved, Sherman seconded to approve the Fourth Amendment to an agreement with VET Environmental Engineering, LLC. **Motion carried, six ayes.**

Request Approval of Service Agreement with Clark Dietz, Inc.

Assistant Director - Engineering – Peden presented a request for approval of an on-call engineering services agreement with Clark Dietz, Inc. The agreement would provide assistance with stormwater reviews for new developments while CBU's newly hired engineer receives training. CBU had previously used Clark Dietz in a similar capacity while a former engineer learned the review process.

Peden explained that the agreement's scope had been expanded to include engineering design for smaller stormwater systems and watershed projects, including improvements serving several blocks of streets in certain neighborhoods. These projects had been identified as potential needs in CBU's upcoming stormwater rate case. The agreement would also allow Clark Dietz to assist with water main replacement design, permitting, and other engineering needs as necessary. The term would extend through the end of 2028, and the contract maximum had increased to reflect the expanded scope and duration.

Board Member – White asked whether CBU would necessarily spend the full contract amount. Peden clarified that the agreement established a maximum amount and that actual expenditures would depend on the number of stormwater reviews, training requirements, and design projects. For individual design projects, Clark Dietz would submit a proposal for CBU staff approval before beginning work.

Stewart moved, Sherman seconded to approve the agreement with Clark Dietz, Inc. **Motion carried, six ayes.**

Request Approval of On-Call Service Agreement with Wessler Engineering, Inc.

Capital Projects Manager – Hudson presented a request for approval of an on-call engineering services agreement with Wessler Engineering in the amount of $225,000. Hudson explained that CBU frequently encounters smaller, specialized engineering needs at its facilities, including structural cracks, deteriorating walkways across clarifiers, transformer replacements following electrical failures, and chemical feed system improvements. Establishing a separate contract for each project can take at least two months, delaying necessary work.

The proposed on-call agreement would allow CBU to engage engineering services more efficiently for these technical projects. Hudson emphasized that the $225,000 represented a contract maximum and that CBU would not spend the full amount unless the projects required it.

Burnham clarified that the agreement was expected to begin October 21, 2026, with an initial term through October 21, 2027, followed by two one-year renewal periods extending through October 21, 2029.

White acknowledged that the agreement would allow CBU to respond more quickly to unexpected engineering needs. Hudson clarified that larger projects could still be competitively bid when appropriate, depending on the project's cost and technical requirements.

Stewart moved, Sherman seconded to approve an on-call service agreement with Wessler Engineering, Inc. **Motion carried, six ayes.**

Old Business: None.

New Business:

Parmenter noted that only a few regular meetings remained in the year and asked whether any subcommittee meetings should be scheduled before the end of 2026. The Board agreed that an Administrative Subcommittee meeting should be scheduled to prepare for the upcoming year.

Subcommittee Reports: None.

Staff Reports:

Zaiger presented a taste and odor update, reporting a brief increase in MIB (2-Methylisoborneo) and geosmin concentrations at the end of September, both of which can affect drinking water taste and odor. Current readings had returned to lower levels. Geosmin was below the detectable range of 3 nanograms per liter, while MIB measured 22.6 nanograms per liter, a level that may remain detectable to sensitive individuals. Zaiger expressed hope that concentrations would continue to decline.

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Zaiger welcomed Eveline Gordon as the new Stormwater Education Specialist, noting that Gordon had previously served as an intern in the Environmental Division's MS4 program. Zaiger also welcomed Max Beauvelet as the new GIS Specialist in Engineering, and congratulated Katherine Liu on completing her backflow certification.

Petitions and Communications: None.

Adjournment:

Board Member – Stewart adjourned the meeting at 5:41 pm.

Signed by:
Kirk White
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Kirk White, President

11/5/2026 | 11:44 AM EST

Date