



Marion Utilities

1540 N Washington St.

Marion, IN 46952

www.marionutilities.com

Service Board

BOARD MINUTES OF THE NOVEMBER 17, 2022 MEETING

The Marion Utility Service Board held their meeting on Thursday, November 17, 2022 at 5:30 p.m. in the L.E.A.D. Center, Building 101, at Marion Utilities, 1540 N. Washington Street, Marion, Indiana.

Roll was called and those board members present were: Bob Logan, Chairman; Doug Carl; Bill Dorsey; Al Green; Von Jackson; and Herschel Lewis. Mia Erickson was absent.

Also present at the meeting were: Chuck Binkerd, Director; Pat Pinkerton, Assistant Director for Engineering and Solid Waste; Robin Shrader, Assistant Director for Operations and Maintenance; Mike Conner, Attorney; Tiffany Snyder, Accounting/Billing Coordinator; and Misty Humphries, Secretary.

CONSIDERATION OF AGENDA ADDITIONS OR DELETIONS

Mr. Dorsey moved, seconded by Mr. Jackson to add Item H 2022 Budgets and Item I Stantec Change Order under New Business. All board members present voted aye. Motion carried unanimously.

APPROVAL OF MINUTES

Mr. Dorsey moved, seconded by Mr. Jackson to approve the minutes of the October 13, 2022 meeting. All board members present voted aye. Motion carried unanimously.

FINANCIALS

Mrs. Snyder presented the September financials. She stated that Water and Wastewater revenues were up compared to last year's average which was expected at this time of year with the potential increase in watering lawns that continued into September. Stormwater and Solid Waste sales were flat which was expected. Mrs. Snyder stated that operating expenses were higher as there were five Fridays in September which then made the Net Operating Receipts lower than normal as the increased revenues didn't offset the increased expenses. As for cash balances, Water's decreased by approximately \$45,000. This was due to capital and the increase in salaries and wages. Wastewater's net decrease was \$284,000; but it included \$488,000 in capital funding. Stormwater also saw a net decrease of \$95,000 which included \$123,000 in capital improvements. Storm water's cash balance would have been positive except for the capital expenditures. Mrs. Snyder concluded by stating that Solid Waste had an increase in cash. Mr. Green moved, seconded by Mr. Jackson, to approve the financials as presented. All board members present voted aye. Motion carried unanimously.

UPDATE ON PROJECTS

Mr. Pinkerton reported that the storm sewer at Bradford & Lenfesty was completed. The water project at Horton & Harrison was underway and progress was being made. Insight Pipe was in town and making short work of the cured-in-place projects. Mr. Pinkerton also reported that the





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property at 416 W 2nd Street had been demolished. The water leak at 13th & Baldwin had a quote of \$68,500 from Keith Sullivan. Keith Sullivan did the work only \$22,500 which was great news.

WATER RATE INCREASE

Mr. Binkerd reported that City Council held a public meeting on Tuesday, November 15th. With no public comments or questions, Council suspended the rules and passed both ordinances related to the water rate increase. Mr. Binkerd said that Council showed strong support for the passage of the ordinances. Mr. Carl said that he had lunch with Mr. Cline who was very complimentary of the presentation. Mr. Logan stated that he also attended the meeting, and Council members mentioned that each of them had met with Mr. Binkerd to review and discuss the water rate and ordinances before the presentation to the full Council. Mr. Lewis mentioned that the Chronicle-Tribune did a very nice job of breaking everything down in their article for the public as well. Mr. Binkerd also reported that he had met with Marion Health and was scheduled to meet with Marion Housing Authority and IWU next week.

TRANSFERS & PAY REQUESTS

Mr. Pinkerton presented a pay request in the amount of \$2,700 to Insight Pipe for the cured-in-place projects on storm sewers. He presented a second pay request in the amount of \$5,625 to Insight Pipe for the cured-in-place projects on sanitary sewers. Mr. Lewis moved, seconded by Mr. Carl, to approve the pay requests presented by Mr. Pinkerton. All board members present voted aye. Motion carried unanimously.

LONG TERM CONTROL PLAN EXTENSION

Mrs. Shrader presented a change order request without monetary adjustment. She said it was really an extension for time. Jackson asked for an extension until December 26th. The current supply chain situation has led to the delay as the contractors were still waiting on parts and pieces to arrive. Mrs. Shrader said that there was some piping for railing that has yet to come in even though it was ordered one and a half years ago. Mr. Carl moved, seconded by Mr. Lewis, to approve the change order. All board members present voted aye. Motion carried unanimously.

PART-TIME EMPLOYEE BENEFITS

Mr. Binkerd stated that the Personnel Committee met earlier in the week to discuss a couple of items. Over the years, part-time positions have been incorporated with more frequency and in different ways. To ensure that there are some incentives for part-time employees to stay at the Utilities were discussed. Mr. Binkerd recommended offering annual leave up to a maximum of 80 hours regardless of years of service. This would be based upon an accrual basis. For every hour worked, part-time employees would earn .05128. Mr. Dorsey asked if there would be a carry over. Mr. Binkerd said that once 80 hours was earned there would be no further accruals until the balance fell below 80 hours. Mr. Dorsey stated that this would not require any postings as we already have part-time staff that this would apply to. Mr. Lewis moved, seconded by Mr. Green, to approve the part-time employee annual leave benefit as presented. All board members present voted aye. Motion carried unanimously.





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MS4 COORDINATOR POSITION DESCRIPTION

Mr. Pinkerton said that there had been discussion about adding a position to assist with duties placed upon the engineering workgroup regarding the storm water and MS4 regulations for quite some time. The Personnel Committee discussed the position at their meeting on Monday. The name was changed to Engineering Specialist from MS4 Coordinator to avoid confusion with the State because the State refers to an MS4 Coordinator using a different definition. The pay range for the position would be \$51,875.20 to \$63,793.60 annually. Mr. Lewis asked why the state would require a name change. Mr. Pinkerton explained that the State wants the Mayor to serve as the MS4 Coordinator. The MS4 Coordinator under the State's definition would have different responsibilities and tasks than the proposed position. The term Coordinator also means something else here due to our organizational structure. Mr. Pinkerton said that this position would focus on making sure that the MS4 regulations were followed throughout the year. Mr. Lewis moved, seconded by Mr. Green, to approve the addition of the Engineering Specialist position. All board members present voted aye. Motion carried unanimously.

CHEMICAL BID APPROVAL

Mrs. Shrader presented the bid tabulation for the chemical bids that were opened. The acceptance of bids was advertised. The green highlights in the columns were the low bidders for each corresponding chemical. Mrs. Shrader said she would be happy to answer any questions. Mr. Lewis asked if the list was a complete listing of all chemicals used. Mrs. Shrader said yes, and that some were for water and others were used for wastewater. Mr. Lewis asked if there was a supplier that handled multiple chemicals. Mrs. Shrader said that there were maybe a couple of suppliers that might specialize in one or two chemicals, but they were separate for the most part. Mr. Carl asked if the prices were good for the entire year. Mrs. Shrader said that the chlorine bidders both noted that the prices were good for the first quarter. Mr. Lewis noted that the price of chlorine increased from \$1,200/ton to \$2,200/ton. Mrs. Shrader said that last year, the chlorine was actually \$400 so the bid price was actually six times the price from last year. Mr. Dorsey moved, seconded by Mr. Lewis, to approve the chemical bids as presented. All board members present voted aye. Motion carried unanimously.

514 BRADFORD REQUEST & 154 N CAMPBELL REQUEST

Mr. Binkerd said that both items F and G involved the same type of request. Both were requesting adjustments on high bills due to vandalism. Mr. Binkerd asked that the items be assigned to the Water Committee for review. Mr. Logan assigned the items to the Water Committee for review.

2022 BUDGETS

Mr. Binkerd said that the budget committees met earlier this week, and copies of all four budgets were distributed to the Board. There were a couple of items to call attention to. All four budgets would be pulling funds from cash reserves. The Wastewater budget was over \$1 million in the red due to the digester lid project. The water revenues projection included two months of revenue inclusive of the water rate increase. Mr. Binkerd noted that there were no projects built into the Water budget. The Solid Waste budget project revenues with an increase starting in March or April. Mr. Binkerd said he would plan to ask the Board to approve the budgets at the





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next meeting on December 1st. Mr. Binkerd asked that if there were any questions, for the members to please let him know.

STANTEC CHANGE ORDER

Mr. Binkerd explained that Stantec was the consultant that took a deep dive into the Cost of Service Study. He felt as though Stantec did a great job of helping to establish an affordable rate stepping away from a tiered rate. When the Board engaged with Stantec, it was for a price not to exceed \$49,000. Stantec was asking for another \$49,000 as they were working on testimony that would be needed for the IURC. Mr. Binkerd said that this was a reasonable price. Crowe and Bose McKinney were both charging over \$100,000 for their work on this issue. Mr. Carl asked if the original proposal included anything for the IURC. Mr. Binkerd answered no and that the original proposal was for the Cost of Service Study only. Mr. Carl asked if the costs could be reimbursed from the bond issuance. Mr. Binkerd said that only costs moving forward could be paid from the bond issuance. Mr. Green moved, seconded by Mr. Lewis, to approve the Stantec change order. All board members present voted aye. Motion carried unanimously.

SENIOR LEADERSHIP REPORTS

P. Pinkerton, Assistant Director for Engineering & Solid Waste

Mr. Pinkerton said October was a busy month. It was the second busiest October on record though. Mr. Pinkerton said that the total tonnage may not go over the totals from last year. Mr. Pinkerton also reported that recycling had 89 tons come through the Center which was 14-15 tons more than last year at this time.

R. Shrader, Assistant Director for Operations & Maintenance

Mrs. Shrader stated that Washington Street was scheduled to be reopened on Monday. She also noted that the time of the year was heading into main break season. There were some employees from other crews that volunteer which allowed the Distribution crew to be split into two crews to make sure that everyone was taken care of.

C. Binkerd, Utility Director

Mr. Binkerd shared that the Christmas luncheon was scheduled for Thursday, December 15th from 11:30 a.m. in the 1400 building. For the Christmas luncheon, Mr. Binkerd asked for the offices to close from 11:30 a.m. to 1:30 p.m.; eight certificates for a free paid 8 consecutive hours off; gift cards from the Board valued at \$100 which would be an increase from the previous \$75 as the Board was moving to the \$100 mark. Mr. Binkerd added that King Gyros would be catering. Mr. Lewis moved, seconded by Mr. Green, to approve the items for the Christmas luncheon. All board members present voted aye. Motion carried unanimously. Mr. Carl asked if there was a board meeting, if it would be held before the luncheon. Mr. Binkerd said if one was needed, it would be held before the luncheon. In other news, Mr. Binkerd reported that the Utilities had been partnering with the City and Second Harvest Food Bank for a food distribution event each month. Mr. Binkerd said that Utility employees loved it and were planning to make it a routine event. The Utilities send five people and the City sends five people to volunteer to hand out food and bless people. The employees were participating while on the clock and were paid during the time. Mr. Dorsey said the event was on Tuesday from 10 a.m. to 12 p.m. Mr. Logan stated that it was a great thing to do and for employees to be involved with.





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BOARD MEMBERS' COMMENTS

There were no comments at this time.

CHAIRMAN'S REMARKS

Mr. Logan thanked everyone for their attendance.

The next meeting was scheduled for 5:30 p.m. on Thursday, December 1, 2022.

There being no further business before the Board, Mr. Lewis moved, seconded by Mr. Carl, to adjourn the meeting. All board members voted aye. Motion carried unanimously.

Meeting adjourned 6:18 p.m.

Robert Logan, Chairman
Marion Utilities Service Board

ATTEST

Misty Humphries
Its Secretary

