



Marion Utilities

1540 N Washington St.
Marion, IN 46952
www.marionutilities.com

Service Board

Memo To: All Utility Board Members
From: Bob Logan, Chairman
Date: April 4, 2022
Re: Agenda for April 7, 2022 Utility Board Meeting

Dear Board Member:

This is to inform you of our Board Meeting to be held Thursday, April 7, 2022 at 5:30 p.m. in in the L.E.A.D Center Building 101 at Marion Utilities, 1540 North Washington Street, Marion, Indiana.

The following will be the agenda:

- I. **ROLL CALL**
- II. **INTRODUCTION OF GUESTS**
- III. **CONSIDERATION OF AGENDA ADDITIONS OR DELETIONS**
- IV. **APPROVAL OF MINUTES**
 - A. Meeting of March 17, 2022
- V. **FINANCIALS**
 - A. Revised December, 2021
 - B. January, 2022
- VI. **OLD BUSINESS**
 - A. Update on Projects – P. Pinkerton





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VII. NEW BUSINESS

- A. Transfers & Pay Requests - Senior Leadership Team
- B. Utility Receipts Tax Revocation – C. Binkerd
- C. Rate Case – C. Binkerd
- D. Laboratory Fees- R. Shrader
- E. System Maintenance Technician Position – P. Pinkerton
- F. Long Term Control Plan Change Order – R. Shrader
- G. Bethlehem Road Request for Qualifications – C. Binkerd

VIII. SENIOR LEADERSHIP REPORTS

- A. Assistant Director for Engineering & Solid Waste- P. Pinkerton
- B. Assistant Director for Operations & Maintenance- R. Shrader
- C. Utility Director- C. Binkerd

IX. BOARD MEMBERS' COMMENTS

X. CHAIRMAN'S REMARKS

XI. NEXT MEETING

Thursday, April 21, 2022

Robert Logan, Chairman
Marion Utility Service Board

cc: News Media
City Administration/Council
Department Heads





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Service Board

BOARD MINUTES OF THE APRIL 7, 2022 MEETING

The Marion Utility Service Board held their meeting on Thursday, April 7, 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; Mia Erickson; Al Green; and Von Jackson. Herschel Lewis 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; Misty Humphries, Secretary; Jennifer Wilson, Crowe; and Mark Theel, Marion Utilities.

CONSIDERATION OF AGENDA ADDITIONS OR DELETIONS

Mr. Carl moved, seconded by Mr. Dorsey, to delete Item G Bethlehem Road Request for Qualifications under new business. All board members present voted aye. Motion carried unanimously.

APPROVAL OF MINUTES

Mrs. Erickson moved, seconded by Mr. Carl, to approve the minutes of the March 17, 2022 regular meeting. All board members voted aye. Motion carried unanimously.

FINANCIALS

Mrs. Jennifer Wilson presented the updated December, 2021 financials. She explained that the only change involved the credit card convenience fee. The Water Utility was absorbing all of those fees. Those fees have now been updated and allocated across the four Utilities. The Water Utility now has a decrease of \$30,000 in cash while the others received an allocated amount. The January financials reflected an increase in Water revenues. The revenues for the other utilities were consistent. The expenses were lower for the Water, Wastewater, and Storm Water Utilities. Expenses for the Solid Waste Utility were average. Mr. Jackson moved, seconded by Mr. Carl, to approve the revised financials for December 2021 and the January 2022 financials as presented. All board members present voted aye. Motion carried unanimously.

UPDATE ON PROJECTS

Mr. Pinkerton reported that there wasn't anything new to report. The restoration at Valley Avenue has yet to begin. The engineering staff is working on the cured-in-place projects and design. Mr. Pinkerton said he looks to have the cured-in-place projects out next month.



TRANSFERS & PAY REQUESTS

There were none.

UTILITY RECEIPTS TAX REVOCATION

Mr. Binkerd said that Mrs. Wilson was going to discuss this in detail. However, he reminded the board that this was discussed during the last meeting. Essentially, the Utility Receipts Tax (URT) has been around since the early 2000s. It was a pass thru tax. Mrs. Wilson said the legislature has removed the tax and mandated that utilities have to reduce the rates to customers so that customers see the revocation benefit. Mrs. Wilson explained that the rates must be reduced by 1.42% across the board. This will be a wash for the Utility as the Utility then no longer has to pay the Department of Revenue the 1.42%. She furthered that the legislature instructed how the reduction should be calculated and applied. The Board was required to make a recommendation, the Council must approve a rate reduction ordinance, and this must all be done and presented to the Indiana Utility Regulatory Commission (IURC) by May 1, 2022. Mr. Binkerd said the IURC has a streamlined process under a 30 day filing. However, it doesn't shorten the process that Utilities like ours must go through. Mr. Binkerd said that he would do his best to make this happen. Mr. Binkerd was scheduled to meet with Council President Cowgill tomorrow to discuss this issue, what the legislature was requiring, and how the process may be moved along. Mr. Binkerd also noted that the Council has suspended the rules and waived a third reading in other cases so he hoped they might do the same here. Mr. Binkerd presented Resolution 2-2022 that he finished writing directly before the meeting so Mr. Conner had not had an opportunity to review the resolution. It essentially states that the Board accepts the financial consultant's recommendation, the Board recommends that the City of Marion Common Council adopt the recommendations, upon promulgation of the associated City Ordinance, the Board authorizes the Utility Director in association with the Board's financial and legal advisors to submit a 30 day filing to the Commission under Indiana Administrative Code 170-1. Mr. Logan asked if the billing had to change by May 1, 2022. Mrs. Wilson said the IURC must issue an order and then the rates would have to be changed. Mr. Conner stated that the resolution appeared to be fine in his opinion. Mr. Dorsey moved, seconded by Mr. Carl, to approve and pass Resolution 2-2022. All board members present voted aye. Motion carried unanimously.

RATE CASE

Mr. Binkerd stated that a meeting was held yesterday with the consulting team, and it went well. Mr. Binkerd said that more information and documentation would be brought back to the Board in the near future. The last rate increase was 17 years ago, and a cost of service study was not done at that time. The last cost of service study was actually done in 1992. Mr. Binkerd said the community was now different as was the flow which necessitated a cost of service study. Mr. Binkerd explained that a consulting company by the name of Stantec had been engaged along with Crowe and Bose McKinney. Mr. Logan asked if there were still two rate increases, one for the Water Utility and one for Solid Waste, that were being considered. Mr. Binkerd answered yes.

LABORATORY FEES

Mrs. Shrader explained that the laboratories perform a lot of testing for community members. Those tests included testing for nitrates; presence/absence test; pool samples; and Quanti Tray (E. coli count). In the past, nitrate testing was not available. The recommended price was \$45. Presence/absence test was \$18 (non PSWIDS \$24) and the proposed price was \$20 (non PSWIDS \$26); pool samples were \$30 and the proposed price was \$36; Quanti Tray was also new offer at \$45. Mr. Dorsey asked how the testing was done. Mrs. Shrader explained that samples are tested for E. coli, the health department was notified, as well as the state and the customer. Mr. Dorsey asked if staff collected the samples or if the samples were

brought in. Mrs. Shrader said the samples were brought in. Mr. Dorsey asked how the verification process was handled. Mrs. Shrader said that there was a chain of custody form. Mr. Carl moved, seconded by Mr. Green, to approve the laboratory fees as presented. All board members voted aye. Motion carried unanimously.

SYSTEM MAINTENANCE TECHNICIAN POSITION

Mr. Pinkerton said that there was an opening for a System Maintenance Technician. There were six applicants, four responded for an interview, and only one had a CDL which is required for the position. The applicant was a former employee and supervisor. He was with the utility for seven years, five of which were in sewer maintenance. Mr. Pinkerton recommended bringing him back at a Step 8 for payroll purposes due to his years of experience. The annual leave would begin anew though. Mrs. Erickson moved, seconded by Mr. Green, to approve the hiring at a Step 8. All board members voted aye. Motion carried unanimously.

LONG TERM CONTROL PLAN CHANGE ORDER

Mrs. Shrader presented a change order in the amount of \$1,861.00 for the Long Term Control Plan. It was found that the one of the chambers which would house equipment had a top that was to have a 2" thick piece of grading needed to be increased by a ½". Mr. Green moved, seconded by Mr. Dorsey, to approve the change ordering in the amount of \$1,861.00 as presented. All board members voted aye. Motion carried unanimously.

SENIOR LEADERSHIP REPORTS

P. Pinkerton, Assistant Director for Engineering and Solid Waste

Mr. Pinkerton reported that Solid Waste averaged 58.2 tons per day. This continued the tradition of breaking records as this was the heaviest March on file. Mr. Dorsey asked if the contractors were still coming. Mr. Pinkerton answered yes. However, rates would need to be reviewed again. Mr. Dorsey asked if this would be reviewed before or at the same time as the Solid Waste rate increase. Mr. Binkerd said it would all be reviewed at the same time. Mr. Dorsey asked if businesses were charged for Solid Waste. Mr. Binkerd said that businesses aren't usually serviced with the exception of a few small businesses that can be serviced with a normal tote. Those businesses are charge the \$13.80 rate. If businesses weren't serviced, there is no solid waste charge.

R. Shrader, Assistant Director for Operations & Maintenance

Mrs. Shrader said that she was looking for summer help. She was invited to discuss the intern and summer help program at Marion High School, and they seemed very receptive. Mrs. Shrader also reported that next week was the annual AWWA conference which should be back in full swing.

C. Binkerd, Utility Director

Mr. Binkerd reported that he had nothing further to report.

BOARD MEMBERS' COMMENTS

There were no comments at this time.

CHAIRMAN'S REMARKS

Mr. Logan wished everyone a good evening and reminded them that baseball season was kicking off.

The next meeting was scheduled for 5:30 p.m. on Thursday, April 21, 2022.

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

Meeting adjourned at 6:05 p.m.

Robert Logan, Chairman
Marion Utilities Service Board

ATTEST

A handwritten signature in cursive script that reads "Misty D. Humphries". The signature is written in dark ink on a light-colored, slightly textured background.

Misty Humphries
Its Secretary