



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: December 16, 2019
Re: Agenda for December 19, 2019 Utility Service Board Meeting

Dear Board Member:

This is to inform you of our Board Meeting to be held Thursday, December 19, 2019 at 5:30 p.m. in the Training 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 November 21, 2019
- V. **FINANCIALS**
 - A. November, 2019
- VI. **OLD BUSINESS**
 - A. Update on Projects- P. Pinkerton





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VII. NEW BUSINESS

- A. Transfers & Pay Requests – Senior Leadership Team
- B. Confirmation of 1300 Building Roof Change Order- P. Pinkerton
- C. Annual Contract Renewal- R. Shrader
- D. Insurance Renewal Confirmation- C. Binkerd
- E. 2020 HSA Contribution- C. Binkerd
- F. Approval of Residual Charges- R. Shrader
- G. Part-Time Position Description Modification- C. Binkerd

VIII. STAFF REPORTS

- A. Assistant Director for Engineering- 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, January 9, 2020

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 DECEMBER 19, 2019 MEETING

The Marion Utility Service Board held their meeting on Thursday, December 19, 2019 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; Mike Barney; Doug Carl; Al Green; and Herschel Lewis. Bill Dorsey and Von Jackson were 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; Shana Martin, Accounting/Billing Coordinator; Misty Humphries, Secretary; and Mark Theel, Marion Utilities.

CONSIDERATION OF AGENDA ADDITIONS OR DELETIONS

Mr. Lewis moved, seconded by Mr. Carl, to add approval of truck quotes under new business. All board members present voted aye. Motion carried unanimously.

APPROVAL OF MINUTES

Mr. Lewis moved, seconded by Mr. Green, to approve the minutes of the November 21, 2019 meeting. All board members present voted aye. Motion carried unanimously.

FINANCIALS

Ms. Martin presented the financials for November. She reported that there was a loss due to three payrolls in November which added an extra \$168,000. There were several large transfers in November as well. Ms. Martin added that large disbursements in Storm Water construction that added to the loss too. Mr. Carl moved, seconded by Mr. Lewis, to approve the October financials. All board members present voted aye. Motion carried unanimously.

UPDATE ON PROJECTS

Mr. Pinkerton reported that there was not much happening out in the system. The 1300 building roof is complete. Mr. Pinkerton said had been to the 1300 building while it was raining, and the floor was dry. Mr. Glessner is working on a plan for floor replacement in the 1300 building for 2020 as well as some cured-in-place projects.

TRANSFERS & PAY REQUESTS

There were no transfers or pay requests.



CONFIRMATION OF 1300 BUILDING ROOF CHANGE ORDER

Mr. Pinkerton reported that he was presenting a change order for the 1300 building roof project that was now completed. The Styrofoam insulation in the flat roof had to be replaced. The new compound that they use would have dissolved the Styrofoam. The amount of the change order was \$24,800. Mr. Green moved, seconded by Mr. Lewis, to approve the 1300 building roof change order. All board members present voted aye. Motion carried unanimously.

ANNUAL CONTRACT RENEWAL

Mrs. Shrader reported that Judy Cleland, of Cleland Engineering, has presented the contract for the next year. The amount not to exceed is \$60,000; and the hourly rates are the same, the dates, and the description of what is being worked on are the only changes. Mr. Carl asked if the contract was for one year. Mr. Binkerd and Mrs. Shrader said yes. They both added that the working relationship with Ms. Cleland has been very beneficial. Mr. Green moved, seconded by Mr. Barney, to approve that annual contract renewal. All board members present voted aye. Motion carried unanimously.

INSURANCE RENEWAL CONFIRMATION

Mr. Binkerd thanked Terry Lothamer, Angela Condon, and staff for working on the insurance renewal. The original quote presented by United HealthCare resulted in a 25% increase. Mr. Lothamer and Mrs. Condon were asked to seek other quotes. Anthem came in with a competitive quote. Anthem offered a H.S.A. plan as well as a traditional PPO plan. The PPO plan comes with an optional FSA offer. Mr. Binkerd explained the coverages were comparable. The H.S.A. plan deductibles for 2019 were \$5,000/\$10,000 and for 2020 would move to \$6,350/\$12,700. However, after the deductible is met the out-of-pocket maximum will be met. The traditional PPO plan deductibles for 2019 were \$2,000/\$4,000 and for 2020 would move to \$1,500/\$4,500. The out-of-pocket maximum for 2019 was \$6,250/\$12,500 but will decrease to \$5,000/\$10,000 for 2020. Mr. Lewis stated that insurance is outrageous. Mr. Carl noted that the employee contribution will increase by another 2% bringing the employee contribution to 15%. Mr. Binkerd said he thinks that we are in a good position and the prices work within the budget constraints. Mr. Binkerd said he was impressed with the 6.1% increase. Mr. Lewis moved, seconded by Mr. Green, to approve the insurance plan offerings by Anthem. All board members present voted aye. Motion carried unanimously. Mr. Binkerd especially thanked Cindy Hawkins for all of her hard work.

2020 HSA CONTRIBUTION

Mr. Binkerd asked the board to consider making a contribution to the H.S.A. accounts for 2020. The board has made a contribution to H.S.A. accounts for several years. The board has given \$1,000 for three years and a \$500 donation last year. Mr. Lewis moved, seconded by Mr. Carl, to approve a donation to the H.S.A. accounts for 2020 in the amount of \$500. All board members present voted aye. Motion carried unanimously.

APPROVAL OF RESIDUAL CHARGES

Mrs. Shrader explained that residuals are dewatered lime and agricultural lime substitute that comes from the drinking water process, dewatered biosolids that comes from the wastewater process, sandy compost, and street sweeping sand. Up until now, the delivery charge has been nominal. The charge was \$10 for a 10-mile radius. Mrs. Shrader proposed an increase. The increase would still not cover expenses as the goal was not to scare farmers away from using the product. Mrs. Shrader said that there had been verbal confirmation that the charges are reasonable for the product offered. The charges proposed were:

Picked Up @ MU	Delivered to Customer	Cost for Spreading
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Agricultural Lime Substitute	Free	\$40 / load / 0-10 miles \$50 / load / 11-20 miles \$75 / load / 21-30 miles	\$12/acre spread, minimum \$200
Dewatered Biosolids	Free	\$40 /load / 0-10 miles \$50 / load / 11-20 miles \$75 / load / 21-30 miles	\$12/acre spread, minimum \$200
Sandy Compost	Free	Single axle & Tri-axle rate: \$60 / load / 0-10 miles \$80 / load / 11-20 miles \$100 / load / 21-30 miles	\$12/acre spread, minimum \$200
Street Sweeping Sand	Free	\$10 / load / 0-10 miles \$20 / load / 11-20 miles \$30 / load / 21-30 miles	MU does not spread this product

Mrs. Shrader gave Pam Kirklin credit for working on the permitting process so that the product could be sold. Mrs. Shrader asked the board for approval to pass the charges along to those interested in putting the product on their field. Mr. Lewis asked if the product would serve as fertilizer. Mrs. Shrader said it would be comparable to fertilizer. Mr. Carl asked what sandy compost was. Mr. Pinkerton said it was street sweeping sand mixed with compost and had a higher nutrient content. Mrs. Shrader explained that the ag lime would adjust the PH of the soil so farmers are looking for that. Mr. Lewis moved, seconded by Mr. Barney, to approve the residual charges as presented. All board members present voted aye. Motion carried unanimously.

PART-TIME POSITION DESCRIPTION MODIFICATION

Mr. Binkerd explained that over the last year more part-time help has been used than ever before. The position description being presented is a laborer's position. The pay range would be a Range 7. This position would carry out general labor and maintenance tasks. Mr. Binkerd said that if the job description is approved, the same exact language would be applied to each utility so that each utility would have this type of available position. Mr. Lewis asked if part-time help is needed. Mr. Binkerd said that occasionally part-time help is needed. He explained that there is a student from Oak Hill High School working under a school-work program now. Mr. Binkerd added that this has occasionally been done with interns. There is not a current need for additional employees at this time though. Mr. Green moved, seconded by Mr. Lewis, to approve the position description as presented. All board members present voted aye. Motion carried unanimously.

APPROVAL OF TRUCK QUOTES

Mr. Pinkerton explained that Storm Water had budgeted for three trucks to be replaced. One truck will be transferred to Solid Waste. A Solid Waste truck will be transferred to the Environmental Technician. The truck he has will go away. The other two 2-wheel drive trucks will go to the City with the Board's approval. There were two responses to the requested quotes. The low bids belonged to Mike Anderson Dodge. The

4x4 bid was \$24,270 and two 4x2 for \$22,268 for a total of \$70,808. Southworth Ford bid \$25,944 for a 4x4 and \$23,534 for two 4x2 trucks for a total of \$75,422. Mr. Barney asked if Barry Bunker and Matthews Buick bid. Mr. Pinkerton said that Matthews bid may be late, but it was not received by the deadline. The gentleman that used to do the quotes for Bunker passed away. Mr. Lewis moved, seconded by Mr. Barney, to approve the bid of Mike Anderson in the amount of \$70,808 and to transfer the trucks as described by Mr. Pinkerton. All board members present voted aye. Motion carried unanimously.

STAFF REPORTS

P. Pinkerton, Assistant Director for Engineering

Mr. Pinkerton reported that IDEM did an inspection of the Transfer Station today. It was noticed that the roof was fixed. The inspector commented that the Transfer Station was too clean. Mr. Pinkerton presented an item related to personnel. An employee has been off since October. His FMLA will run out on January 2nd. Mr. Pinkerton requested an extension of his leave for 30 days. Mr. Lewis moved, seconded by Mr. Carl, to approve the leave extension. All board members present voted aye. Motion carried unanimously.

R. Shrader, Assistant Director for Operations and Maintenance

Mrs. Shrader stated that she is interviewing again due to a retirement. Steve Keen is retiring at the end of the month after 32 years of service. His party is tomorrow. Mrs. Shrader also reported that the new Lab Coordinator and Wastewater Operations Specialist have caught on very quickly.

C. Binkerd, Utility Director

Mr. Binkerd thanked the board on behalf of all of the employees and staff for the Christmas party. He also thanked Mr. Conner for his generous donation as well as the Mayor for the use of the Garden House without charge. Mr. Binkerd also reported that he will be out of the office starting next week until the 13th of January.

BOARD MEMBERS' COMMENTS

There were none.

CHAIRMAN'S REMARKS

Mr. Logan thanked everyone for their attendance and wished them Happy Holidays.

The next meeting is scheduled for January 9, 2020 at 5:30 p.m. in the L.E.A.D. Center, Building 101, at Marion Utilities, 1540 N. Washington Street.

There being no further business before the board, Mr. Carl moved, seconded by Mr. Barney, that the meeting be adjourned. All board members present voted aye. Motion carried unanimously.

Meeting adjourned at 6:22 p.m.

Robert Logan, Chairman
Marion Utilities Service Board

ATTEST



Misty Humphries
Its Secretary