



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: February 7, 2022
Re: Agenda for February 10, 2022 Utility Board Meeting

Dear Board Member:

This is to inform you of our Board Meeting to be held Thursday, February 10, 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. Regular meeting of January 20, 2022
- V. **FINANCIALS**
 - A. December, 2021
- VI. **OLD BUSINESS**
 - A. Update on Projects – P. Pinkerton
 - B. 3545 S Boots – Water Committee





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VII. NEW BUSINESS

- A. Transfers & Pay Requests - Senior Leadership Team
- B. 2022 Committee Assignments – C. Binkerd
- C. Field Service Technician Placement - R. Shrader
- D. Roof Replacement Quotes - R. Shrader
- E. Long Term Control Plan Change Order - R. Shrader

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, February 17, 2022

Robert Logan, Chairman
Marion Utility Service Board

cc: News Media
City Administration/Council
Department Heads





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Service Board

DRAFT BOARD MINUTES OF THE FEBRUARY 10, 2022 MEETING

The Marion Utility Service Board held their meeting on Thursday, February 10, 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; Von Jackson; and Herschel Lewis.

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; and Mark Theel, Marion Utilities.

CONSIDERATION OF AGENDA ADDITIONS OR DELETIONS

There were no additions or deletions.

APPROVAL OF MINUTES

Mr. Carl moved, seconded by Mr. Lewis, to approve the minutes of the January 20, 2022 regular meeting. All board members voted aye. Motion carried unanimously.

FINANCIALS

Mrs. Snyder presented the 2021 December Financials. Mrs. Snyder said Water, Wastewater, Solid Waste all had a loss, but Storm Water had a slight gain. Mrs. Snyder explained that sales were average, but expenses were higher in all utilities. There was also an additional insurance expense due to the policy change from Anthem to United Healthcare. Also contributing to the higher expenses were an additional payroll period, and a higher than usual payment out of Water's contract services budget line to Dave's Excavating. Mr. Logan commented that it was nice to see 2021 getting closed out. There being no further comments or questions, Mr. Lewis moved, seconded by Mr. Carl, to approve the December financials. All board members voted aye. Motion carried unanimously.

UPDATE ON PROJECTS

Mr. Pinkerton reported that the Valley Avenue water main project was delayed due to weather. However, the contractor was almost done. As soon as the weather lets up, the project will be completed. The contractor will tie in on the south end, clean up, and then restoration will be done in the spring.

3545 S. BOOTS

Mr. Binkerd stated that the Water Committee met a few weeks ago to review this issue. Essentially, there has been a running balance on the account since 2019. There have been some payments made; however,



the payments have not been consistent or enough in amount to bring the balance down. Mr. Binkerd said that there was a leak in July and August of 2020. However, an adjustment was made in September 2020. The adjustment was reviewed and recalculated as Mr. Rogers thought that the adjustment amount was incorrect. The adjustment was found to be in the correct amount. Mr. Binkerd addressed Mr. Roger's concern for the denial of his H2O application. Arrangements had been made on the account several times. However, those arrangements had been broken. The most recent arrangement was broken in December 2020 and that was part of the reason for the denial of his H2O application. The Water Committee recommended that Mr. Rogers pay \$100 now and then his full bill plus \$37.86 to pay the balance down to 0 in 12 months. The full bill plus \$37.86 would be due monthly. Mr. Conner was asked to draft the agreement. The recommendation also stated that the services would be kept on as long as Mr. Rogers agrees to and keeps these arrangements. Mr. Dorsey moved, seconded by Mr. Green, to approve the Water Committee's recommendation of allowing a \$100 payment now with an arrangement of paying the full bill plus \$37.86 on a monthly basis so that the balance would be paid off in 12 months while allowing the services to stay on as long as Mr. Rogers agrees to and keeps these arrangements. All board members voted aye. Motion carried unanimously. Mr. Logan thanked the Water Committee for reviewing this issue and working to make recommendations.

TRANSFERS & PAY REQUESTS

Mrs. Shrader presented pay request number seven from Jackson Construction Company for work on the Long Term Control Plan in the amount of \$1,124,895. Mrs. Erickson asked how often Jacksons billed. Mrs. Shrader answered once a month. Mrs. Shrader said that regular progress meetings were held, and Jackson was on schedule. Mr. Carl asked how far along the project was as far as percentages. Mrs. Shrader said she didn't have it in terms of percentages, but the first hard deadline was coming up at the end of March for the chlorine tank. Chlorination season starts in the spring. Everything else had not as time sensitive. Mrs. Shrader added that any delays were only due to supply chain issues, and she was made aware of those issues as they came up. Mr. Dorsey asked if Jackson was done with the concrete work. Mrs. Shrader answered no and explained that there was quite a bit to be done around the 1300 building. Mr. Logan asked if progress toward completion could be calculated by looking at the number of draws against the contracted price. Mr. Binkerd said that the number of draws against the contracted amount could be compared and brought back at the next meeting. Mr. Lewis moved, seconded by Mr. Green, to approve the pay request as presented. All board members voted aye. Motion carried unanimously.

2020 COMMITTEE ASSIGNMENTS

The committee assignments were presented. Mr. Logan explained that the committees did have some reassignments so that board members would have the opportunity to hear other aspects of the Utility industry than what they would have traditionally reviewed. Mr. Logan asked that the members let Mr. Binkerd or Mrs. Humphries know if they would like a different committee assignment.

Field Service Technician Placement

Mrs. Shrader explained that there was a recent opening for a Field Service Technician that reports to the Distribution Supervisor but also assists with Customer Service. The range for the position was a 12. The board has given permission for the Utility Director to authorize hiring someone up to a Step 3. Mrs. Shrader said that there was a candidate with significant credentials. With this individual's past experience, she would recommendation to bring him in at a Step 6. Mrs. Shrader reviewed his qualifications which included extensive heavy equipment operations, a CDL, military experiences as well as previous knowledge and experience in the utility industry. Mrs. Erickson asked where the candidate was from and if relocation

would be needed. Mrs. Shrader said the candidate was from Wabash County and relocation would not be needed. Mr. Binkerd said the board was polled last week and an offer was extended to the candidate after a positive poll amongst board members was received. Mr. Lewis moved, seconded by Mrs. Erickson, to approve hiring the candidate as a Range 12 Step 6. All board members voted aye. Motion carried unanimously.

ROOF REPLACEMENT QUOTES

Mrs. Shrader explained that a roof replacement was part of the Wastewater Capital Improvement Plan for maintenance purposes. Mrs. Shrader presented pictures of the area and explained that buildings 107 and 102 were up for roof replacement. Building 102 was depicted with the digesters which do not require roofing but the small building between them does. A quote of \$33,200 was received from Five Star Roofing. Royalty Roofing quoted \$36,850. Mrs. Shrader said that \$45,000 was budgeted; but she would recommend Five Star as they had the low quote. Mrs. Erickson asked if they were having trouble getting materials. Mrs. Shrader answered no, and explained that the weather was more of an issue now. Mr. Binkerd said that it was possible that the materials might be on hand since the areas to be roofed were so small. Mr. Dorsey asked if it would seem logical that local companies would quote. Mr. Binkerd said that the quote was sent to local companies. However, the roof was so specialized that there wasn't any interest. Mrs. Shrader added that Five Star was from Hartford City so they were somewhat local. Mr. Logan said he didn't think many vendors that do specialized roofing since Curran Roofing closed. Mrs. Erickson moved, seconded by Mr. Green, to approve the quote of \$33,200 from Five Star Roofing. All board members voted aye. Motion carried unanimously.

LONG TERM CONTROL PLAN CHANGE ORDER

Mrs. Shrader presented change order number six in the amount \$12,568. She explained that there were some issues in the chemical feed building due to locations of material. Some of the parts and pieces were larger than expected, some electrical had to be relocated, and instead of running chlorine gas back through the sulfur dioxide building, a new water line was run from the sulfur dioxide building to the chlorine building for safety reasons. Mrs. Shrader said that if this change order was approved a total of \$70,276 in change orders which totaled less than 1% of the total cost. Mr. Lewis moved, seconded by Mr. Carl, to approve the change order. All board members present voted aye. Motion carried unanimously.

SENIOR LEADERSHIP REPORTS

P. Pinkerton, Assistant Director for Engineering and Solid Waste

Mr. Pinkerton reported that Blaze Holt just turned 18 and was now allowed to push to the button legally. Mrs. Erickson stated that Mr. Holt was very kind and polite. Mr. Binkerd added that this was a plug for the high school internship program and its success as well. Mr. Jackson asked if Mr. Holt was a Pathways' student. Mrs. Erickson said he was homeschooled. Mr. Logan also conveyed his congratulations to Mr. Holt. Mr. Pinkerton then presented some graphs illustrating the daily tonnage from 2016 to 2021. The annual totals were presented as well. Each graph showed a steady increase in tonnage which resulted in extra trips to the landfill according to Mr. Pinkerton. The recycling statistics also revealed an increase. The statistics were broken down by material as well. Mrs. Erickson asked how last year compared to 2020. Mr. Pinkerton explained that in 2020 the Recycling Center was just opening and then COVID hit which caused the opening to be delayed. Mr. Pinkerton pointed out that there was \$12,000 in revenue from recycling which helped to offset costs such as temporary labor for the station. Mr. Pinkerton reminded the board that the Transfer Station was opened to paid drop offs in 2017 or maybe 2018, and a substantial amount of revenue was due to drop off materials. Mr. Dorsey said he anticipates a decrease in the next two years. Mr. Pinkerton said he

was waiting on volume to plane out. The reason for volumes was somewhat attributed to the fact that this is closer than Wabash.

R. Shrader, Assistant Director for Operations & Maintenance

Mrs. Shrader shared that some of the pictures in the slide show had to deal with the new slaker at the water plant. She said that work was going well with that project. Mrs. Shrader thanked those crews that were in during the snow storm shoveling and plowing which included the Wastewater Operations and Maintenance. Mrs. Shrader also thanked the Distribution crew who had been out left and right fighting breaks with the fluctuation in temperatures lately. Mr. Logan thanked all the crews for working hard daily as well as during the inclement weather.

C. Binkerd, Utility Director

Mr. Binkerd reported that he had been asked to be a part of the State of the City event. It will be a virtual event. One thing that Mr. Binkerd mentioned was that employees continue to handle, year after year, the increasing demands and responsibilities. Mr. Binkerd said the Utilities strive to do better and better each year, and he wanted to thank everyone from the Administration Workgroup to Customer Service to all of the crews working within the plant and out in the community. Mr. Binkerd said that he had been discussing the need for a rate increase with Council Members. The Solid Waste and Water Utilities have a need for rate increases. Both those utilities lost over \$70,000 in total. The numbers while they are not good, it's not as significant as it really is. Mrs. Erickson asked when the last time a rate increase was done. Mr. Binkerd said the Water Utility had a rate increase in 2005. The Solid Waste Utility had been operating on the same rate since it was created which was going on seven years now. Mr. Binkerd said that there was a need or want to maintain control over rates and our ability to increase those. Mrs. Erickson said that costs continue to increase every year. Mr. Binkerd said that the amount of water that has to be produced and what the rate was based on has decreased significantly. While the population has decreased, the amount of pipe that must still be maintained has not. Mr. Binkerd said that there would be some push back when public meetings are held. The Water Plant was for all intents and purposes rebuilt over the course of 10 years. There has not been debt in the Water Utility. However, there comes a time when a threshold has to be crossed in order to maintain the plant. Mr. Binkerd said that the County and the City received funds through the American Rescue Plan. There are additional funds available for infrastructure. Mr. Binkerd said he was looking at how to access some of those funds since a part of that was set aside for lead and copper abatement. Mr. Binkerd said he was looking at that very carefully. Mr. Binkerd said he wasn't sure how successful he would be though. Mr. Carl asked when the Long Term Control Plan was started. Mr. Binkerd said that that rate was started in 2010. Mr. Pinkerton said a Long Term Control Plan project was done in 1996. Mr. Dorsey asked how many overflows were stopped in the 1990s. Mr. Pinkerton said Marion had 17 overflows and the current number was six. Mr. Dorsey asked if the dam not being rebuilt would have any impact on CSOs. Mr. Binkerd said it really wouldn't have any impact.

BOARD MEMBERS' COMMENTS

There were no comments at this time.

CHAIRMAN'S REMARKS

Mr. Logan thanked everyone for their attendance. He also thanked all of the crews for their hard work.

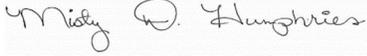
The next meeting was scheduled for 5:30 p.m. on Thursday, March 3, 2022.

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 at 6:17 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 black ink on a light-colored background.

Misty Humphries
Its Secretary