



## Marion Utilities

1540 N Washington St.  
Marion, IN 46952  
[www.marionutilities.com](http://www.marionutilities.com)

## Service Board

Memo To: All Utility Board Members  
From: Bob Logan, Chairman  
Date: March 30, 2021  
Re: Agenda for April 1, 2021 Utility Board Meeting

Dear Board Member:

This is to inform you of our Board Meeting to be held Thursday, April 1, 2021 at 5:30 p.m. 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 March 18, 2021
  
- V. **FINANCIALS**
  - A. January 2021
  
- VI. **OLD BUSINESS**
  - A. Update on Projects – P. Pinkerton
  - B. Work Based Learning Program- R. Shrader





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### VII. NEW BUSINESS

- A. Transfers & Pay Requests - Senior Leadership Team
- B. Sponsorship Policy- C. Binkerd
- C. SESCO Proposal Underground Storage Tank Removal- R. Shrader
- D. Approval of Harrison Street Storm Extension- P. Pinkerton

### 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 22, 2021**

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 1, 2021 MEETING**

The Marion Utility Service Board held their meeting on Thursday, April 1, 2021 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, Vice Chairman; Bill Dorsey; Mia Erickson; Al Green; Von Jackson; and Herschel Lewis.

Also present at the meeting were: Pat Pinkerton, Assistant Director for Engineering and Solid Waste; Robin Shrader, Assistant Director for Operations and Maintenance; Mike Conner, Attorney; Misty Humphries, Secretary; Mark Theel; Esley Isaac McClung, Jr; Esley McClung, Sr; and Josephine McClung.

#### **CONSIDERATION OF AGENDA ADDITIONS OR DELETIONS**

Mr. Dorsey moved, seconded by Mr. Carl, to add the Property Purchase Update under Old Business and Item C and 618 W. 36<sup>th</sup> Street under New Business as Item B thereby moving the other items under New Business down by one entry. All members present voted aye. Motion carried unanimously.

#### **APPROVAL OF MINUTES**

Mr. Dorsey moved, seconded by Mr. Green, to approve the regular meeting of March 18, 2020 meeting. All members present voted aye. Motion carried unanimously.

#### **FINANCIALS**

The drafts of the January and February financials were presented for review. January appeared to be a good month. In February, the Utilities went into the negative. Mr. Logan noted that Solid Waste had a debt service payment made in February leading to its loss. After a review, Mr. Logan stated that a motion for approval need not be made as these would be brought back to the next meeting.

#### **UPDATE ON PROJECTS**

Mr. Pinkerton reported that the concrete floor in the Solid Waste garage was half way done. The work is being completed in panels. Three panels were put in and the next were torn out. The project was moving along. After 10 days of completion and resting, the Solid Waste trucks would be able to drive on it.

#### **WORK BASED LEARNING PROGRAM**

Mrs. Shrader presented a copy of the Work Based Learning program again. She explained that the Utilities have been offering these opportunities for quite some time and wanted to formally place these into a policy or program. Mrs. Shrader reviewed the categories. She stated that the College Internship referred to college students with a major or interest related to a professional discipline offered at the



Utilities. If compensation was appropriate, participants would be eligible for a pay range four. It may be used for course or internship credit with the approval of the student's college or university. The high school Internship category was similar, but it is open to high school students and would be open for a half day of work and a half day of school. Participants are eligible for a pay range two. The Summer Grounds Crew category is open to any students pursuing any level of education. However, academic credit would not be eligible under this program. This would be a seasonal position defined by the student's summer academic break. This category would be eligible for compensation at a pay range two. Job shadowing is available to students at any level and for all ages. Job shadowing is not eligible for compensation. The final category was Utility Tours. They are open to any interested individuals. This category is not open to compensation. Mrs. Shrader said that the only difference between this program and what has been done in the past was an assignment of a pay range to each category. Mr. Jackson asked if the college internships were limited. Mrs. Shrader said it would only be limited to ensure that we can provide a quality internship for the student. Mrs. Shrader said that there were currently four students participating in the work based learning program now. Mrs. Shrader said if the Board was happy with the program, she would ask for approval. Mrs. Erickson noted that her company participates in a program like this and it is very helpful. Mrs. Erickson moved, seconded by Mr. Lewis, to approve the Work Based Learning Program as presented. All members present voted aye. Motion carried unanimously.

#### **PROPERTY PURCHASE UPDATE**

Mr. Conner reminded the Board that he has been assisting with the acquisition of property in the Home Avenue and Clark Street areas. Mr. Conner stated that there was a small strip of property currently owned by Mr. Jackson that the Board is interested in purchasing. Mr. Conner proposed that the boundaries of the area to be split and purchased be defined. He would suggest that walking the property with a surveyor and Mr. Jackson be done. Mr. Conner suggested that appraisals also be obtained which is actually above the statutory requirements. Mr. Conner noted that Mr. Pinkerton suggested this and Mr. Conner agreed. Mr. Jackson would also feel as though his interest is being protected. Mr. Conner suggested a price be set by averaging the two appraisals. Mr. Conner said if Mr. Jackson were to agree, Mr. Conner would prepare a contract. Mr. Lewis asked if Mr. Jackson owned the yellow and green areas. Mr. Pinkerton said that the purple area was being investigated, and he thinks the City probably owned it as there used to be a lift station there. The orange and green areas were acquired by the City through a tax sale and will be turned over to the Board. The red and yellow areas are owned by Mr. Jackson. The yellow area and strip would be purchased for use in the Long Term Control Plan. Mr. Lewis asked if conversations had been held with Mr. Jackson. Mr. Pinkerton said yes. Mr. Dorsey asked if Mr. Jackson wanted part of the property. Mr. Pinkerton said that Mr. Jackson wanted the area in red, and everything in yellow would be considered for purchase. Mrs. Erickson asked if Mr. Jackson lived in the red area. Mr. Pinkerton stated that Mr. Jackson has a shop in the red area. Mr. Conner said that the cost of an appraisal was minimal. Mrs. Erickson added that appraisals typically cost \$375-\$400. Mr. Conner said that the surveyors usually do the splits of parcels. Mr. Dorsey moved, seconded by Mr. Lewis, to move forward with getting two appraisals for the area of interest. All members present voted aye. Motion carried unanimously.

#### **TRANSFERS & PAY REQUESTS**

There was no transfer or pay requests.

#### **618 W. 36<sup>th</sup> Street**

Mr. Esley Isaac McClung Jr. addressed the Board. Mr. McClung stated that they have an issue with account number 66962 on a property that is in his name, Isaac McClung Jr., at 618 W. 36<sup>th</sup> Street. The issue is from August 23, 2018. Mr. McClung stated that the account number to knowledge was null and void. It stems from the reasons that he was there. The old renter, Ronnie Flowers, made an attempt to turn the water on under a false name of Terrance Fields. A picture id was provided to the water company and water was turned on without his (Mr. McClung's consent). Mr. Flowers was told to get consent as well, and he never did. Mr. Flowers was in the property from May, 2019 to November, 2019. Mr. McClung stated he had an issue with the water at that point. Mr. McClung said he came in on December 26, 2019 because they were laying foundation and remodeling the house and needed water on. He made a couple of cash payments in the amount of \$95.71 and \$60.00. Mr. McClung stated, "As I remind you, I am not able to get into this new account that was created and is 92320. This is the account that is withstanding today. The account number of 66962 is withdrawn." Mr. McClung said after making payments and deposits on December 26, 2019, he received a charge of \$377.28 from February 21, 2020. The meter reading came from 15 to 72. This information came from management. Mr. McClung said, "We feel like we are not responsible for that charge right there." Mr. McClung said he has only been able to access account number 66962 online. Mr. McClung said he was coming to make a deposit change and talking with management, and he had the idea he was paying towards account 66962. Mr. McClung said to his knowledge, he had a couple of meetings. A new account of 92320 was created. If the two dates are correlated or the two account numbers...Mr. McClung said he had two different account numbers with the same dates. The account 66962 shows a payment. It also shows a penalty and a charge from January 2020. Account 92320 shows a deposit payment on December 26, 2019. Account 66962 has a balance of \$339.80. A deposit payment of \$101.40 was made. It then jumps from December 26, 19 to February 21, 2020 with a \$377.28 charge. This brings the balance to from \$478.68. Mr. McClung said that the meter read was very confusing during this whole ordeal, and they felt like they should not be held responsible for the \$377.28 charge which does not null and void the whole amount. Mr. McClung said they had paid and paid penalties. Mr. McClung said that he has waited until things got resolved. Mr. McClung said that he was to get a call back after the holiday break and did not and things never got resolved. Mr. McClung said that the payments and charges have just continued. Mr. McClung then stated that if the \$377.28 charge were taken off it would be fair. If the charge were taken off the balance would be \$80 to \$100 left on the balance. Mr. McClung continued that they thought that would be the fair thing between the two parties that were confused with these accounts stemming from a renter, Ronnie Flowers, who came in with a scam owner of Terrance Fields where the charges stemmed. Mr. McClung said he came Tuesday for a meeting, and it felt like he was responsible for it. The issue has not resolved with phone calls and conferences that were had. Mr. McClung said he was only aware of account 66962. He stated that he showed management that he could not access account 92320 online at the meeting on Tuesday. They saw that and the charge here doesn't seem right as far as what they need to pay and to get things back in order. Mrs. Erickson asked if, as the landlord, Mr. McClung has the tenant put the Utilities in their (the tenant's) name. Mr. McClung said yes and there is a bill still outstanding. Mr. McClung said that he had paperwork to show the similarities and the differences of the balances and charges. There is a charge on December 26, 2019, it skips January, and then there is the charge of \$377.28 in February. Mr. Lewis asked what the \$377.28 was. Mr. McClung said that was on account on 92320 from a meter reading going from a 17 to 72. Mr. Lewis asked which account was the good account number. Mr. McClung said that 92320 was the current account number that stems from issues with account 66962. Mr. McClung reiterated that he was only able to access account 66962 online and was only aware that 66962 was the account he had. Mr. Lewis asked if the account numbers were for the same property. Mr. McClung answered yes and stated that's where it gets confusing to both parties as well. Mr. McClung said that it shows discrepancies from December 26, 2019 to February 21, 2020 and doesn't give a statement in January. Mr. McClung said that the other account number kept going and payments were being made. The

payments were not going to account 92320 though. Mr. Lewis asked what account number Mr. McClung was making the payments under. Mr. McClung said to be honest, he thought it was under account 66962 because he only had access to this account online. Mr. McClung said that he was making payments, trying to get the balance down while waiting on management to call him back. Mrs. Shrader made a recommendation that this be moved to the Water Committee. Mr. Logan agreed. Mr. Dorsey said if there was any other information that the Water Committee should be presented with. Mr. McClung said he would appreciate it if he could get copies of the information, he had that would show why both parties are confused that he would like to present to the Water Committee. Mr. Logan stated that Mrs. Humphries would make copies as well as present Mr. McClung with information that would be presented to the Water Committee as well. He also stated that Mrs. Humphries would be in contact with the Water Committee to set a date for the meeting. Mr. Dorsey said that there was a charge of \$377.28 and the bill is now \$478. The amount in dispute is the charge of \$377.28. Mr. Lewis echoed Mr. Dorsey. Mr. McClung stated that both Mr. Dorsey and Mr. Lewis were correct. The issue was assigned to the Water Committee. Mr. Logan stated that any information can be presented to the Committee. Mrs. Josephine McClung asked when they should bring the information to Mrs. Humphries. Mr. Dorsey stated that Mrs. McClung should reach out to Mrs. Humphries regarding a date.

#### **SPONSORSHIP POLICY**

This item was tabled until the next meeting.

#### **SESCO PROPOSAL UNDERGROUND STORAGE TANK REMOVAL**

Mrs. Shrader reminded the Board that they had previously approved the WEX fueling program in the fall. There are three underground storage tanks currently that would need to be removed. The proposal for removing the underground tanks with remediation, required soil and water testing, and regulatory box checking was \$38,129 for all three tanks. This was a budgeted item. Water budgeted \$25,000 and Wastewater budgeted \$50,000 for the work according to Mrs. Shrader. She said if the purchase of the tanks was taken into account, the cost is only at \$60,000. Mrs. Erickson asked what the timetable was. Mrs. Shrader explained that first IDEM would have to be solicited for a 30 day notification to remove those tanks. Once IDEM sends approval, SESCO can begin and it will be about a four to five day process. Within a week, SESCO should be able to complete the removal unless there are contaminants found in the soil. Mrs. Shrader said that not anticipated. SESCO would fill the holes and match the surrounding areas. One area is grassy and the other is gravel. The third area was planned to be repaved as a part of the Long Term Control Plan so it would be graveled for now and repaved later. Mr. Lewis moved, seconded by Mr. Carl, to approve the SESCO quote of \$38,129. All board members present voted aye. Motion carried unanimously.

#### **APPROVAL OF THE HARRISON STREET STORM SEWER EXTENSION**

Mr. Pinkerton said that he thought this would have been done a T&M project. However, it came in over the threshold. There were three quotes submitted. Keith Sullivan was the low quote at \$27,517.85; Dave's Excavating quoted \$37,411; and Bragg Excavating quoted \$58,742.85. Mr. Logan asked why there was such a discrepancy in the quotes. Mrs. Erickson asked if that was the mark up. Mr. Pinkerton said yes it could be. The discrepancy could also be due to what is included in the quote. Mr. Logan asked if Harrison Street was close to Western. Mr. Pinkerton said yes, it was block east of Western. It was a flat area and the years of asphalt build up has caused potting in the area. Mr. Lewis moved, seconded by Mr. Green, to approve the quote submitted by Keith Sullivan. All board members present voted aye. Motion carried unanimously.

## **SENIOR LEADERSHIP REPORTS**

### **P. Pinkerton, Assistant Director for Engineering & Solid Waste**

Mr. Pinkerton reported that March ended up being one of the heaviest months for Solid Waste. Mr. Logan said in his area there are lots of couches and mattresses. Mr. Pinkerton stated that Mrs. Brewer noted the increase in diesel used by the trucks. There were 90 trips to the landfill. Mr. Pinkerton stated that Pam Kirklin applied for a recycling grant which was approved. The grant was \$7,700 from IDEM that can be put towards a second baler. The second baler would be able to do plastics as it would be a little heavier. Mr. Pinkerton also presented pictures of the new Solid Waste garage floor.

### **R. Shrader, Assistant Director for Operations & Maintenance**

Mrs. Shrader said an employee breakfast was held this morning, and there was a great turn out. It was almost like a family reunion. Mrs. Shrader also reported that a bidding entity proposed that the Long Term Control Plan bid date be moved. April the 23<sup>rd</sup> is the new bid opening date. Mrs. Shrader said given the difficulty with the financials, this seemed like a benefit to the contractors and us.

### **C. Binkerd, Utility Director**

Mrs. Humphries said Mr. Binkerd apologized for absence as he fell ill. She also reminded the Board of the need to reschedule the next meeting for April 22<sup>nd</sup> as the AWWA Conference was scheduled for April 15<sup>th</sup>. Mr. Logan stated that his was common practice when an industry conference interfered with a Board meeting.

## **BOARD MEMBERS' COMMENTS**

There were no Board comments at this time.

## **CHAIRMAN'S REMARKS**

Mr. Logan thanked everyone for their attendance and wished Mr. Binkerd a quick recovery.

The next meeting was scheduled for Thursday, April 22, 2021.

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

Meeting adjourned at 6:19 p.m.

Robert Logan, Chairman  
Marion Utilities Service Board

ATTEST



Misty Humphries  
Its Secretary