



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

Service Board

BOARD MINUTES OF THE MAY 15, 2025 MEETING

The Marion Utility Service Board held their meeting on Thursday, May 15, 2025 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 then called and those board members present were: Robert Logan, Chairman; Kristy Barney; Doug Carl, Al Green, and Jayda Monteiro. Isaiah Fuller and Herschel Lewis were absent.

Also present at the meeting were: Robin Shrader, Director; Pat Pinkerton, Assistant Director for Engineering & Solid Waste; Chad Guyer, Assistant Director for Operations & Maintenance; Tiffany Snyder, Accounting/Billing Coordinator; Kyle Persinger, Attorney; Misty Humphries, Secretary; and Brianna Coffing, Chronicle-Tribune.

CONSIDERATION OF AGENDA ADDITIONS OR DELETIONS

There were no additions or deletions.

APPROVAL OF MINUTES

Mr. Carl moved, seconded by Dr. Monteiro, to approve the minutes of the meeting of April 17, 2025. All board members in attendance voted aye. Motion carried unanimously.

FINANCIALS

Mrs. Snyder presented the March, 2025 financials. Mrs. Snyder explained that sales for all utilities were above or consistent with prior years. Solid Waste experienced an increase in March sales over previous years due to the rate increase. Mrs. Snyder stated that Water and sewer saw increases above prior years due to the January 1st increases. On the expense side, Mrs. Snyder said that operations and maintenance expenses for all utilities was lower than previous years. Specifically, Mrs. Snyder noted that there was a reduction in Contractual Services as well as Salaries and Benefits due to the timing of payroll in March. Mrs. Snyder said that overall, there was a positive cash flow prior to debt service for all the Utilities. Mrs. Snyder closed by reminding the Board that the Solid Waste had the equipment lease due in March instead of February as in the past resulting in the net loss. Mr. Carl moved, seconded by Dr. Monteiro, to approve the financials. All board members in attendance voted aye. Motion carried unanimously.

UPDATE ON PROJECTS

Mr. Pinkerton reported that the sewer and storm sewer portions of The Next Level Trails which connects the Cardinal Greenway to the Riverwalk had been completed. There were additional lead service lines located that needed disconnected. Mr. Pinkerton said this resulted in 148,000 feet instead of 103,000 feet of work. Mr. Pinkerton then said he had met with USI and County Highway. USI was designing a new bridge over Boots Creek at 14th Street. There was a water main that was located against the abutment of the bridge. Mr. Pinkerton said that there would be some required design work as USI was not comfortable designing a water main.



Mr. Pinkerton then reported on the SRF projects. Some of the final paperwork for the distribution projects had been submitted. The main replacement for Watson would come within the next few days. As for the Lead Service Line project at 20th and Adams, the work on those lines had been completed. Mr. Pinkerton said that there was a meeting with the paving company next week to schedule paving. Mr. Guyer reported that the work on the tank projects had come to a close. The work on the Meridian tank was completed, and the final paper work for both the Meridian and the Butler tanks was submitted. The punch list items had been completed as well. Mr. Guyer added that with both of those tanks looking nice, the third tank at the high school was just washed as well. Reverend Green asked how long those tank jobs should last. Mr. Guyer said the anticipated life span was 30 years. Mr. Guyer concluded by reporting on the Meter Replacement project. There were 7,616 meters installed out of the approximately 11,000 to do. There were seven installers in town. Mr. Logan asked if there was a time frame for completion. Mr. Guyer said that substantial completion was due June 30, 2025. Mr. Carl asked if anyone knew what was happening on the State Road 9 bridge. Mr. Pinkerton said he thought that workers were painting the steel underneath the bridge but was not sure.

3202 HAMAKER ST. & 3622 S HOUCK ST CUSTOMER REQUESTS

Mrs. Humphries said that at the last meeting there were a couple of customer requests assigned to the Water Committee for review. The first request was for 3622 Houck Street which is owned by the Marion Housing Authority (MHA). The tenant at that location did not put the services in her name as required. The MHA did not discover this until they received a large bill that flagged in their system. As it turned out, the tenant had a leak where the tank attached. When the MHA was told that unfortunately, toilet leaks were not adjustable, they wrote asking for an exception. Mrs. Humphries said that a similar request was received in the past from a non-profit organization, and they were directed to apply for assistance from the H2O Community und. Mrs. Humphries stated that this was the recommendation of the Water Committee here as well.

The second customer request came from 3202 South Hamaker Street. The Ms. Smith, the owner of the property, lives in Oklahoma. The Customer Service staff was not notified of this until December 20, 2024 when the owner called in to change her mailing address. This property had a new Kamstrup meter installed on January 27th and illegal usage was noticed. Mrs. Humphries explained that illegal usage in this case meant that someone other than a Utility employee had turned on the services. When the illegal usage was discovered, the account was reviewed. The last time the meter was read after being turned off by a Utility employee was in 2012. Ms. Smith has owned the property since October 30, 2023. Given that Ms. Smith had not been the property owner for the entire time period, Ms. Smith was only billed for 263 cubic feet used while she was the owner. Mrs. Humphries added that Ms. Smith was not charged for any monthly fees either. Ms. Smith does not agree with this and has requested that all of the charges from the time she took ownership of the property until now be written off. Ms. Smith is also requesting that the smart meter be removed from the property. Mrs. Humphries said that the CSRs had explained that the smart meters are not removed as they help to provide accurate readings, alert us to any illegal usage, and help to account for water loss that was required to be reported on annual reports. Ms. Smith expressed her appreciation for our concern for her and her property, but she does not want the meter installed. Mrs. Humphries stated that the recommendation of the Water Committee was to leave the Kamstrup meter installed at the property to account for any water loss or alert to any future illegal usage and to keep the charges in place. The Water Committee did recommend extending arrangements to Ms. Smith that would make monthly payments more affordable. Ms. Barney asked how much the bill was.

Mrs. Humphries said \$817.68. Reverend Green asked if the property was a rental. Mrs. Humphries said it appeared so. There were two units on the property. Ms. Smith states that 3202 where the illegal usage occurred was uninhabitable. However, there are renters in 3202 ½. Mrs. Humphries said that on occasion when something like this had occurred in the past, the unit with the renters had lost services and then would tap into the other unit in order to still have services. Reverend Green moved, seconded by Ms. Barney, to approve the recommendations of the Water Committee. All board members in attendance voted aye. Motion carried unanimously.

TRANSFERS & PAY REQUESTS

There were none.

SPONSORSHIP REQUESTS

Mrs. Humphries presented the sponsorships submitted by the Grant County Rescue Mission and the VFW. The first request was from the Grant County Rescue Mission. The Mission was holding their annual golf scramble and was requesting a sponsorship for the event. The different sponsorship levels were presented on screen for the Board. Mrs. Humphries reminded the Board that they agreed to a \$100 hole sponsorship for the Walkway of Lights' golf scramble at the last meeting. A hole sponsorship at this golf scramble was \$500. Mrs. Humphries shared that of the \$2,500 budgeted, \$1,400 had been donated leaving \$1,100 available for sponsorships or donations. Reverend Green asked how much a normal donation was. Mrs. Humphries answered \$250 with the exception of the Babe Ruth League because a team sponsorship was \$300. Mr. Logan asked what would be received in exchange for the sponsorship. Mrs. Humphries said that items for gift bags and print material could be supplied by us.

The second sponsorship request came from the Veterans of Foreign Wars (VFW). The VFW was putting together their annual booklet of agencies and services that could be of assistance to those in need. There were a couple of different sized ads that could be ran in the booklet depending upon the sponsorship level. The ads ranged in size from 1/8, 1/4, or 1/3 of a page. Ms. Barney asked if the ¼ of a page was in the normal donation range. Mrs. Humphries stated it was as the price was \$239.50. Dr. Monteiro asked what the sponsorship would go towards. Mrs. Humphries said it would go towards some of their programs such as classroom education. Mr. Carl asked if this was for one location or multiple. Mrs. Humphries said the booklet was being printed by our local VFW so it would go out to the Grant County area at least. Dr. Monteiro added that the website indicated the sponsorships would assist with unmet needs such as mortgage, rent, home and auto repairs, insurance, utilities, food and clothing. Dr. Monteiro explained that the sponsorship would go into a fund that a service member could apply for a grant from. Mr. Logan summarized that the sponsorship would help veterans through the VFW as they need it for whatever service was going to be there. In recognition of the sponsorship, the Utilities would receive an ad in the magazine. Mrs. Humphries said that was correct. Dr. Monteiro asked if the golf scramble was the only sponsorship that the Grant County Rescue Mission had requested since they do a lot of fundraisers. Mrs. Humphries said it was not the only sponsorship requested. Earlier in the year, the Board had sponsored the Walk-A-Mile event at the \$250 level. Mr. Carl asked if more sponsorships were anticipated through the remainder of the year. Mrs. Humphries said yes, more requests usually come in towards the end of the year. Mr. Logan said his concern was that with so many sponsorships coming in now, the budget may be exhausted before the holiday season when requests seem to roll in. The Board also expressed that both organizations served the community well and that a donation

had already been made to the Grant County Rescue Mission for the year whereas one had not been made to the VFW. Dr. Monteiro moved, seconded by Ms. Barney, to approve the VFW sponsorship for ¼ of a page ad for \$239.50. All board members in attendance voted aye. Motion carried unanimously.

LIME FIELD DRAINAGE PROJECT AWARD

Mr. Pinkerton presented the bids for the Lime Field Drainage project at the Water plant which was a storm sewer project essentially. The intent of the project was to not allow the stormwater runoff to taken of the lime into the pond. The stormwater would run into the creek. Mr. Pinkerton explained that a 260 foot 24 inch storm sewer would be installed, taking the runoff to the existing lift station which would then pump it into the lime sludge lagoon. The water could then discharge from the lime sludge lagoon where it's permitted. Mr. Pinkerton said there were four companies that responded. Dave's Excavating bid \$80,878.00; Bragg bid \$96,984.60; Watson bid \$96,600; and Keith Sullivan's bid had to be excluded as they bid the wrong pipe material. Mr. Pinkerton recommended Dave's Excavating as they had the low bid. Reverend Green asked where the additional funds would come from. Mrs. Shrader explained that IDEM hired new inspector that was insisting this be done so we will have to find it within the water budget. Mr. Carl asked when this had to be done. Mrs. Shrader said as soon as possible. Mrs. Shrader said this would have another part where we perform extra treatment processes or we take the effluent to the sanitary sewer. The sewer option was more cost effective. Mr. Carl moved, seconded by Reverend Green, to accept the bid Dave's Excavating. All board members in attendance voted aye. Motion carried unanimously.

SENIOR LEADERSHIP REPORTS

M Humphries, Executive Assistant

Mrs. Humphries reminded the Board that earlier in the year when cold temperatures were upon the community, customers were asked to please let their faucets drip. The final numbers from those requests were now in. There were 262 drip adjustments processed which totaled \$17,492.61. The average was \$70.86 per customer. There were also leak adjustments processed due to the cold weather, the ground flexing, and perhaps not allowing faucets to drip. There were 89 leak adjustments processed totaling \$54,643.84. The average was \$613.98 per customer. Mrs. Humphries said this was why it was important to let faucets drip in cold temperatures. All in all, 351 adjustments were processed for a grand total of \$72,136.45. Mrs. Humphries said that she would also like to recognize the customer service and administrative team that participated in the Cancer Services Walk of Hope. They represented the Utilities well. Mr. Carl said he was happy to have people participating. Mr. Logan asked that the Leadership Team let the customer service and administrative team know that the Board appreciates their participation in community service activities like that.

P Pinkerton, Assistant Director for Engineering & Solid Waste

Mr. Pinkerton reported that the Transfer Station saw 937 tons of Solid Waste for the month of April which averaged 52 tons/per day. Mr. Logan asked if everything was going well. Mr. Pinkerton said on Monday all three roll off trucks were down. The loader was down which may have resulted in an engine rebuild. The trucks were up and running enough to make it to the landfill on Monday though. Mr. Pinkerton added that the last lease payment would be in 2026. Reverend Green asked if the numbers at the recycling center were increasing. Mr. Pinkerton said it seems to have leveled off, but it was still very busy. Typically, there were over 100 cars a day going through.

C Guyer, Assistant Director for Operations & Maintenance

Mr. Guyer presented a picture of the High School tank being washed. A company from Illinois did the work.

R Shrader, Director

Mrs. Shrader said that the employee appreciation breakfast went very well and was much appreciated. The food was amazing. A game of utility superlatives was played. In other news, the centrifuge work was going well. Mrs. Shrader said this was a landmark piece of equipment. She also reported that the switch gear change out was still in progress and going well. Mrs. Shrader gave a shout out to the Customer Service group who handled a customer's medical emergency very well and calmly. Mr. Logan said to make sure the customer service team knew that the Board was very appreciative of the quick response, reaction, and the professional manner in which they discharged their duties.

BOARD MEMBERS' COMMENTS

Ms. Barney thanked the Board for their support of the Walkway of Lights' golf scramble. She reminded them that the scramble was scheduled for September 5th and that to participate in the scramble itself, the cost was \$50 per person or \$200 for a team.

CHAIRMAN'S REMARKS

Mr. Logan thanked everyone for their attendance. He also reported that he attended Earth Day which was a great event. The employees were visible, responsive, and it was a well-attended, amazing event.

The next meeting was scheduled for 5:30 p.m. on Thursday, June 5, 2025. It was then mentioned that the regularly scheduled second meeting of June fell on the Juneteenth holiday. Because of the holiday the second meeting would be held on Thursday, June 26th. The July 4th holiday would then quickly follow the next week. The meetings for July were rescheduled for July 10th and July 24th.

Mr. Logan also mentioned that on July 1st there was a requirement for meetings to be streamed online. Mr. Persinger said that in his opinion, the Board would not have to comply with the streaming requirement as the Board meets in a separate location from the City Council. Ms. Barney would recommend not streaming if the Board was not required to as sensitive information related to customer requests was sometimes discussed. Ms. Barney said that she would recommend that the customer addresses not be disclosed when presenting customer requests. Mr. Logan recommended mentioning customer requests absent an address as well.

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

Meeting adjourned at 6:10 p.m.

Robert Logan, Chairman
Marion Utilities Service Board

ATTEST



Misty Humphries, Its Secretary