



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: January 15, 2021
Re: Agenda for January 21, 2021 Utility Board Meeting

Dear Board Member:

This is to inform you of our Board Meeting to be held Thursday, January 21, 2021 at 5:30 p.m. in the Training Center Building 101 at Marion Utilities, 1540 North Washington Street, Marion, Indiana. Due to the current health crisis, you may also join the meeting via Zoom by visiting:

<https://us02web.zoom.us/j/82367328642> Enter Meeting ID: 823 6732 8642

To join via conference, dial 1.312.626.6799

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 7, 2021
- V. **FINANCIALS**
 - A. December 2020
- VI. **OLD BUSINESS**
 - A. Update on Projects – P. Pinkerton
 - B. COVID-19 Update - C. Binkerd





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VII. NEW BUSINESS

- A. Transfers & Pay Requests - Senior Leadership Team
- B. 318 W 6th St Adjustment Request- C. Binkerd
- C. Extension of EPSLA (Emergency Paid Sick Leave Act)- C. Binkerd
- D. Year End Transfers- Senior Leadership Team
- E. Well N4 Replacement Pump- R. Shrader
- F. Upgrade Wastewater Plant Generator- 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 4, 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 JANUARY 21, 2021 MEETING

The Marion Utility Service Board held their meeting on Thursday, January 21, 2021 at 5:30 p.m. in the L.E.A.D. Center, Building 101, at Marion Utilities, 1540 N. Washington Street, Marion, Indiana. A Zoom option was also available.

Roll was called and those board members present were: Bob Logan, Chairman; Bill Dorsey; Doug Carl; Mia Erickson; Al Green; and Herschel Lewis. Von Jackson 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; and Mark Theel.

CONSIDERATION OF AGENDA ADDITIONS OR DELETIONS

There were none

APPROVAL OF MINUTES

Mr. Green moved, seconded by Mr. Carl, to approve the minutes of the January 7, 2021 meeting. All members present voted aye. Motion carried unanimously.

FINANCIALS

Mr. Binkerd reported that progress was being made on the financials and reminded the Board that at the last meeting, the November financials were presented and approved. Mr. Binkerd said that a new software issue had been encountered recently, and Jennifer Wilson e-mailed Mrs. Snyder late yesterday stating that she could not get the financials balanced.

UPDATE ON PROJECTS

Mr. Pinkerton reported that a bid opening would be held on the second half of the 1300 building concrete floor work before the next meeting. The bids will be brought back to the board for approval.

COVID-19 UPDATE

Mr. Binkerd stated that there were a couple of employees out with COVID. Thankfully, they have not had severe symptoms. Mr. Binkerd said that some employees were hitting the 80 hour threshold, and we would see how things progress. He also reported that the new Administration may be talking about re-enacting the EFMLEA, FFCRA, and EPSLA legislation. The County Health Department reports that Grant County is in red status, but the State Health



Department reports that Grant is in orange status. Mr. Binkerd stated that as long as Grant County was in red, the lobby would be closed. If the County can get back to yellow status, Mr. Binkerd would feel more comfortable opening the lobby and practicing social distancing.

TRANSFERS & PAY REQUESTS

There was no transfer or pay requests.

318 W 6TH ST ADJUSTMENT REQUEST

Mr. Binkerd presented a request from an owner on a bill that covers the October billing cycle. The owner was requesting forgiveness of a \$576.75 bill. In an 11 day period, the owner saw an 83 unit increase in usage which equated to about 60,000 gallons. The owner suggested that he may have had squatters. Mr. Binkerd said this was not something that would normally be adjusted. Mr. Logan assigned the request to the Water Committee for review.

EXTENSION OF EPSLA (EMERGENCY PAID SICK LEAVE ACT)

Mr. Binkerd said the Emergency Paid Sick Leave Act was not included in the group of items presented at the last meeting. Mr. Binkerd said to ensure that there is proper application of extended leave, he would ask that the board also extend this act from January 1 to June 30, 2021. Should President Biden extend or reenact the benefits this would be a moot point. However, to be consistent with the EFMLEA and the FFCRA, Mr. Binkerd asked that this be approved as the other two acts were. Mr. Dorsey moved, seconded by Mr. Lewis, to approve the extension of the EPSLA until June 30, 2021. All members present voted aye. Motion carried unanimously.

YEAR END TRANSFERS

Mrs. Shrader presented the Water Division year end budget transfers. The Other Benefits line item was more than budgeted due to COVID and employees receiving emergency sick pay. However, the Regular Salaries line item was under the amount budgeted due to the same reason. Mrs. Shrader asked for a transfer to bring both line items to the budgeted amounts. Mrs. Shrader said that in total the Water Division spent 81% of the amount budgeted. Mrs. Shrader noted that while transfers were being requested, the overall budget was not being increased.

Mrs. Shrader then presented the transfer requests for the Wastewater Budget. The same issue was present in the Other Benefits and Regular Salaries line items. Mrs. Shrader noted that some unexpected expenses were also incurred in the Garage & Motors line item. An example of unanticipated expense was the purchase of Terragator tires. Similarly, to the Water Division, the Wastewater Division spent 81% of the budget.

Mr. Pinkerton reported that the Storm Water Division also needed a transfer to the Other Benefits line item from the Regular Salaries line item due to COVID pay. Mr. Pinkerton stated that a transfer was need to the Transportation line item as the street sweepers and combination trucks were starting to have more maintenance needs. The Storm Water Division spent 84% of the budget.

Moving to the Solid Waste Division, Mr. Pinkerton explained that transfers were needed across 18 accounts. The Overtime line item was over by \$2.00 which was the smallest transfer needed. The Other Benefits line item and Regular Salaries line item mirrored the other Divisions' needs. The Transportation line item was exceeded because some arms on the trucks had to be rebuilt. The purchase of tires was also a cost driver along with the purchase of a compactor. Mr. Pinkerton said he expects the same for next year as the equipment will be a year older. The Solid Waste Division spent 95% of the budget. However, the revenue figures are less than what was projected, and Solid Waste was in the red by approximately \$100,000 for last year. Mr. Dorsey asked if a truck went through a set of tires each year. Mr. Pinkerton said yes, and sometimes more than one set. Mr. Binkerd added that the front tires especially wear out. Mr. Lewis moved, seconded by Mr. Carl, to approve the year end transfers as presented. All members present voted aye. Motion carried unanimously.

WELL N4 REPLACEMENT PUMP

Mrs. Shrader explained that there are a series of wells in three different locations. The N4 well is located up by the Wabash County line. The well has been in operation since 1988. The last major overhaul was in 2010. The life expectancy of this equipment was 10 years and this well happens to be 10 years. Last year, Mrs. Shrader was notified that some drastic repairs would be needed. It was discovered that it would be cheaper to replace the pump. The cost would be \$40,000 which would be taken out of two budget lines- Well Repairs and Pumps & Other Equipment. The budget would be able to absorb the cost. Mrs. Shrader said the work would be done over the next few months by Peerless Machine.

UPGRADE WASTEWATER PLANT GENERATOR

Mrs. Shrader said in our discussions regarding the Long Term Control Plan projects, some electrical circumstances have been discovered that are concerning. There are two generators used as backup. One is a 700kw unit and the other is a 350kw unit that works in combination with the CHP. The smaller unit is not adequate for purposes of redundancy. Mrs. Shrader stated it was not reliably giving us everything that would be needed. Using ballpark figures, a 500kw diesel generator to replace the small unit would cost \$150,000. Mrs. Shrader requested permission to move forward with this assuming that the price tag of \$150,000 will not be exceeded. Mr. Binkerd said that this would come out of the Long Term Control Plan line which has over \$2 million with the Board's permission. Mr. Binkerd clarified that Mrs. Shrader was asking this to be funded in addition to the budget from the Long Term Control Plan fund. Mr. Dorsey asked if the smaller unit could be repurposed. Mr. Binkerd said the smaller unit could be converted to a portable generator that could be taken out to the wells. Mrs. Shrader also noted that the smaller unit was installed in 2016 when the CHP was installed, and it has a lot of life left in it as the life span is decades. Mr. Lewis moved, seconded by Mr. Green, to approve the purchase as long as the cost does not exceed \$150,000. All members present voted aye. Motion carried unanimously.

SENIOR LEADERSHIP REPORTS

P. Pinkerton, Assistant Director for Engineering & Solid Waste

Mr. Pinkerton had nothing further to report.

R. Shrader, Assistant Director for Operations & Maintenance

Mrs. Shrader reported that a new night Wastewater Operator was hired. He has been here for a week and a half. He is training on days and will soon switch to nights.

C. Binkerd, Utility Director

As his first item, Mr. Binkerd reported that the engagement with Clean Energy Blueprint had been extended. The principal, Travis Murphy, would be asked to present to the Board soon. Mr. Binkerd stated that Mr. Murphy had provided Leadership with guidance regarding renewable energy as those opportunities are trying to be taken advantage of and as the Utilities are continuing down that path. Mr. Binkerd stated that the Water/Solid Waste Committee would be convened, hopefully next week, to talk about the adjustment request and financial concerns with the Water and Solid Waste Divisions. Mr. Binkerd then reported that there are some additional lead and copper regulations coming down that will require additional testing and will result in additional costs. Mr. Binkerd also stated that a call with OCRA is scheduled for tomorrow to discuss subsistence grant opportunities. Mr. Binkerd concluded by announcing that the State of the City Address will be recorded on February 8, 2021, and he has been asked by the Mayor to be a part of the Address.

BOARD MEMBERS' COMMENTS

There were no board member comments at this time.

CHAIRMAN'S REMARKS

Mr. Logan thanked everyone for their attendance and wished everyone continued health.

The next meeting was scheduled for Thursday, February 4, 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 6:08 p.m.

Robert Logan, Chairman
Marion Utilities Service Board

ATTEST



Misty Humphries
Its Secretary