



Marion Utilities

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

Service Board

BOARD MINUTES OF THE NOVEMBER 21, 2024 MEETING

The Marion Utility Service Board held their meeting on Thursday, November 21, 2024 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: Robert Logan, Chairman; Doug Carl; Al Green and Herschel Lewis. Kristy Barney and Isaiah Fuller 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; Mike Conner, Attorney; Misty Humphries, Secretary; and Breanna Coffing, Chronicle-Tribune.

CONSIDERATION OF AGENDA ADDITIONS OR DELETIONS

There were no additions or deletions to the agenda.

APPROVAL OF MINUTES

Mr. Lewis moved, seconded by Reverend Green, to approve the minutes of the November 7, 2024 meeting. All board members in attendance voted aye. Motion carried unanimously.

UPDATE ON PROJECTS

Mr. Pinkerton said for the SRF projects a few were still moving forward. The Lead Service Line project had made some progress, and they were 2/3 of the way done. The contractor would finish the project in the spring. The Meter Replacement project had 3,000 installed. There were still 7,000 more to be installed. Mr. Guyer said the Tank Projects were at a slow grind. The weather was just not cooperating. The atmosphere would not permit the contractor to keep moving. Mr. Guyer said that the inspector didn't think that there would be enough nice weather to get a zinc coating on the tank. Mr. Carl asked if customer service was getting a lot of calls about the Lead Service Line project. Mrs. Shrader answered yes. Mr. Carl said he wanted to make sure that people knew that Marion didn't have a lead issue. Mrs. Shrader said that there were articles and press releases stating that we were addressing a mandate and not a problem.

1208 W NATIONAL AVENUE REQUEST

Mrs. Humphries reminded the board that the customer at 1208 W National Avenue had suffered a medical emergency while the shower was running. The customer was not found for over 24 hours and the water continued to run. The customer was asking for an adjustment. Mrs. Humphries said that the total increase in the bills was \$30.80. The Water Committee met questioned if a request like this had been submitted before and if any action taken would establish a precedent. The answer to the first question was that a request like this had not been submitted before. Mrs. Shrader stated that in hopes of not setting a precedent, she thought it would be appropriate to send the request to the H2O Community group for review and consideration. The issue would then be reviewed and considered for assistance. Mr. Logan said he agreed that this would be the best course of action to take. The request was referred to the



H2O Community Program.

TRANSFERS & PAY REQUESTS

There were none.

NEXT LEVEL TRAILS (10TH STREET TRAILS) PROJECT

Mr. Pinkerton said that the Cardinal Greenway on 10th Street was going to be connected to the downtown area. The project would provide wider sidewalks and some street work as the trail would go from 10th Street to Boots then north to 9th Street then east to Washington and up to 7th Street. Mr. Pinkerton told the board that they saw the original request in 2019. In order to participate, some inlets would need to be replaced and moved. At the time of the original request, the cost was and the board agreed to support the project at \$50,000. Mr. Pinkerton said the new numbers were \$75,000. The current rendition of the project would also include some fire hydrants as well as the inlets. The cost would be shared amongst the Stormwater Utility at \$50,000 and the Water Utility at \$25,000. He also stated that the project was a design build and grant money was lined up as well. Mr. Lewis asked if the trail was going to run down 10th Street. Mr. Pinkerton explained that in essence the trail would be a 12 foot wide sidewalk which was wider than normal and run along the north side of 10th Street. Mr. Logan stated that the City has their financing worked out, and the Utilities would need to participate for Utility related work. Mr. Logan asked if the Utilities would physically do the work or if the Utilities would hire a contractor. Mr. Pinkerton said the City's contractor would complete the work, but the Utilities would fund it. Mr. Logan stated that there would need to be a cap for additional funds needing further discussion. Mr. Carl asked where it would be paid from. Mrs. Shrader said the costs were included in the 2025 Budgets. Mr. Lewis moved, seconded by Reverend Green, to approve participation at \$50,000 with a cap of \$100,000 for any additional discussion and costs. Mr. Carl asked if Mr. Pinkerton knew the total project expense. Mr. Pinkerton said it was approximately \$1.8 million. All board members in attendance voted aye. Motion carried unanimously.

SENIOR LEADERSHIP REPORTS

M. Humphries, Executive Assistant

Mrs. Humphries shared that the Wastewater Lab was hosting a Thanksgiving coloring contest. Submissions could be emailed to communications@marionutilities.com or they could be dropped off at the Utility. There were four age categories for judging: 0-3 years, 4-7 years, 8-12 years, and 13-17 years. Mrs. Humphries said she hoped to be able to share the submissions and the winner at the next meeting. In other news, our Safety Coordinator, Terri Couse, had been working very hard. Ms. Couse had updated all of the Emergency Response Manuals with everyone's name and phone number due to all of the promotions and new hires; completed the Annual Safety training as well as some specialized training on the JLG Boom Lift earlier in the fall, there were 13 employees consisting of Water & Wastewater Maintenance as well as the Vehicle Maintenance Team in the Boom Lift Training, and they would be certified for 3 years; and had inspected all of the fire extinguishers in the plant as well as in vehicles with Thompson Fire & Safety. In addition to all of the aforementioned, Mrs. Humphries explained that Ms. Couse became a certified First Aid & CPR instructor a few years ago. She underwent Re-Certification as an instructor in October, and would begin re-certification for most employees & new certifications for new hires in the spring. Having Ms. Couse certified and able to provide that training in house was not only convenient but was a huge cost savings as online classes

were \$37 per person online, would run \$45+ per person for in person classes, and the Heart Saver cards were \$40 per person. The initial investment for Ms. Couse to get certified through Marion Health two years ago was \$300. Ms. Humphries added that there was no cost for recertification as the certification instructor attends one of the classes Ms. Couse teaches. Mr. Logan asked that the Board's appreciation be expressed to Ms. Couse for her dedication and hard work.

P. Pinkerton, Assistant Director for Engineering

Mr. Pinkerton had nothing further to report.

C. Guyer, Assistant Director for Operations & Maintenance

Mr. Guyer had no report at this time.

R. Shrader, Utility Director

Mrs. Shrader presented the annual Christmas Party Committee request which included closing of the office for a couple of hours on December 19th so that employees could fellowship together, gift cards for employees at \$100 each, \$25 gift cards for interns as there was only one at this time, the closing of the Transfer Station between the Christmas and New Year's holiday, a new request for closing of the Customer Service Lobby to the public between Christmas and New Year's but keeping the drive thru open, and eight certificates for eight consecutive hours off with pay. Mr. Carl moved, seconded by Mr. Lewis, to approve the requests as presented. All board members in attendance voted aye. Motion carried unanimously. Reverend Green asked for more detail regarding the closing of the lobby. Mrs. Shrader explained that the request to close the office was really for safety purposes as there was usually just a skeleton crew present between the holidays. By allowing the lobby to close, it would provide a safer environment during that time while still providing service to the customers at the drive thru and over the phone. Mrs. Shrader added that the customer service office operated in this fashion during the COVID pandemic. Mrs. Shrader presented one last item. She said that there were a couple of large water users, and one that was significantly larger, whose total water usage was not being captured or necessarily metered. Mrs. Shrader said that the usage hasn't been able to be tracked for a few years. As there was no way to recoup the lost revenue, Mrs. Shrader stated that if a larger meter were to be installed and the user asked to pay for the installation, it could be a way to recoup some of the loss. Mrs. Shrader said she was not ready to pull the trigger on this, but she wanted to bring it up for thought and discussion later.

BOARD MEMBERS' COMMENTS

There were none

CHAIRMAN'S REMARKS

Mr. Logan expressed his appreciation for everyone in attendance. He said it was crucial that everyone attended and thanked them again. Mr. Logan also said that everyone paid their respects to their fallen brethren, Mr. Dorsey, who would be missed, and he looked forward to the Mayor's appointment. The service was very fitting and was a great reflection of Mr. Dorsey's commitment and dedication to the community. Mr. Logan concluded by welcoming Ms. Coffing and inviting her to attend future meetings.

The next meeting was scheduled for 5:30 p.m. on Thursday, December 5, 2024.

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

Meeting adjourned at 5:55 p.m.

Robert Logan, Chairman
Marion Utilities Service Board

ATTEST

A handwritten signature in cursive script that reads "Misty W. Humphries". The signature is written in black ink on a light-colored background.

Misty Humphries
Its Secretary