



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: June 5, 2018
Re: Agenda for June 7, 2018 Utility Board Meeting

Dear Board Member:

This is to inform you of our Board Meeting to be held Thursday, June 7, 2018 at 5:30 p.m. in the conference room of the Marion Utilities Administration Building at 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 May 17, 2018
- V. **OLD BUSINESS**
 - A. Update on Projects – Pinkerton
 - B. Drainage Improvement at Utility Farm- Shrader





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VII. NEW BUSINESS

- A. Transfers & Pay Requests - Department Managers
- B. Employee Leave Extension Request- Shrader
- C. Solid Waste Technician Position- Pinkerton
- D. Program Support Truck Quote Approval- Shrader

VIII. STAFF 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, June 21, 2018

Robert Logan, Chairman
Marion Utility Service Board

cc: News Media
City Administration/Council
Department Heads





Marion Utilities

SERVICE BOARD

BOARD MINUTES OF THE JUNE 7, 2018 MEETING

The Marion Utility Service Board held their meeting on Thursday, June 7, 2018, at 5:30 p.m. in the conference room of the Administration building at Marion Utilities, 1540 N. Washington Street, Marion, Indiana.

Roll was called and those board members present were: Robert Logan, Chairman; Kristy Barney; Doug Carl; Bill Dorsey; Von Jackson; and Herschel Lewis. Adam Binkerd 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; Mike Conner, Attorney; and Misty Humphries, Board Secretary.

CONSIDERATION OF AGENDA ADDITIONS OR DELETIONS

Mrs. Shrader asked to add Compost Turner Quote Approval under new business. Mr. Lewis moved, seconded by Mr. Carl, to amend the agenda. All board members present voted aye. Motion carried unanimously.

APPROVAL OF MINUTES

Mr. Lewis moved, seconded by Mr. Carl, to approve the minutes of the May 17, 2018 board meeting. All board members present voted aye. Motion carried unanimously.

UPDATE ON PROJECTS

Mr. Pinkerton reported that Watson Excavating was working on Home Avenue Phase I. Work is picking up on the project. Phase II, awarded to Atlas, at 28th Street will see staging next week and a start date soon. There is a 2nd Street & E Street project that will have quote openings on June 19th. There are also some smaller time and material projects that will occur.

DRAINAGE IMPROVEMENT AT UTILITY FARM

Mrs. Shrader reminded the board that there is a water runoff issue at the Utility farm which prevents the ground from being farmed. Mrs. Shrader presented quotes from Dave's Excavating and Bragg Excavating on the repairs for the issue. Bragg Excavating had the lower quote at \$25,785.00 and included the use of hydro seed and a 20' wide waterway. There will be a total of three waterways installed. Mrs. Shrader said that utility employees will take care of the grass seeding. Mrs. Shrader said this project was not budgeted, but if the compost building was put off until next year the money would be available in this year's budget. Mr. Lewis moved, seconded by Ms. Barney, to approve the quote submitted by Bragg Excavating. All board members present voted aye. Motion carried unanimously. Mrs. Shrader said the repairs would occur as soon as they could be scheduled.

TRANSFERS & PAY REQUESTS

Mr. Pinkerton presented a pay request to Watson Excavating in the amount of \$166,148 with \$18,400 held in retainage for the work on Phase I of the Home Avenue project. Mr. Lewis moved, seconded by Ms. Barney, to approve the pay request as presented. All board members present voted aye. Motion carried unanimously.

EMPLOYEE LEAVE EXTENSION REQUEST

Mrs. Shrader stated that an employee has submitted a request for an extension of leave. He has been off since April 23, 2018. The employee is requesting an extension of leave from June 15th to July 23rd. The extension is needed as this employee used 28 days of FMLA in 2017. Mr. Binkerd added that this is keeping with the board's six month leave extension request. Mr. Dorsey moved, seconded by Ms. Barney, to approve the leave extension request. All board members present voted aye. Motion carried unanimously.

SOLID WASTE TECHNICIAN POSITION

Mr. Pinkerton stated he reached out to the Personnel Committee about challenges the Solid Waste workgroup has been facing. Over the first four months of 2018, there have been 538 tons of solid waste hauled to the landfill than in 2016. There are three of the six employees maxed out on vacation time. Mr. Pinkerton proposed to add another solid waste technician position to the workgroup. The financials are such that Mr. Pinkerton is sure the Utility could support the additional position. Mr. Pinkerton said that Mr. Adam Binkerd had some questions regarding financials and the request for an addition. In looking at the first four months of this year, the total receipts were more than the previous years'. Drop offs to the transfer station have totaled over \$17,000 this year. In 2017, the total receipts brought in were \$24,000. Mr. Chuck Binkerd interjected that the transfer station receipts would pay for half of the technician's salary. Mr. Dorsey asked how morale was. Mr. Pinkerton said it was stressful. Mr. Pinkerton said that an additional technician would eliminate the emergency situations which are created now when someone calls off sick or takes a vacation. Mr. Dorsey moved, seconded by Mr. Lewis, to approve the addition of a solid waste technician. All board members present voted aye. Motion carried unanimously.

PROGRAM SUPPORT TRUCK QUOTE APPROVAL

Mrs. Shrader explained that a pick up for Program Support was budgeted for this year. There were two quotes received. Mike Anderson Dodge was the low quote at \$20,147. Mr. Lewis moved, seconded by Mr. Carl, to approve the quote submitted by Mike Anderson Dodge. All board members present voted aye. Motion carried unanimously. Mr. Lewis asked what happens to the excess budgeted amount. Mrs. Shrader said it would be used to cover any costs that are not budgeted. Mr. Binkerd added the money would also be used for other projects that are planned.

COMPOST TURNER QUOTE APPROVAL

Mrs. Shrader said that a compost building and a loader were budgeted for this year. There are several pieces of equipment that are more important than a building this year. Mrs. Shrader presented the purchase of a compost turner from Modern Tech Equipment in the amount of \$115,623. She explained that there are only two dealers in the United States that makes these. Mrs. Shrader asked for quotes from the two dealers, but only one provided a written quote. The other dealer gave a verbal quote of \$125,000 even after several weeks of conversation regarding the need for a written quote. Mr. Dorsey asked if it had wheels. Mrs. Shrader said it operates on a track with the operator riding on one side. Mr. Dorsey asked if it could be used to make a sellable product. Mr. Chuck Binkerd said yes. Mr. Binkerd reminded the board that several years ago the Storm Water Utility took over the street sweeping. The compost site was originally created to help manage street sweepings. After time and careful examination of the program, it was discovered that a marketable product could be made. Mr. Lewis asked what the maintenance on this would be. Mr. Chuck Binkerd said it would be similar to maintenance of the other equipment onsite. Mrs. Shrader added that this was a piece of equipment that would not be used every day. Mr. Jackson moved, seconded by Ms. Barney, to approve the purchase of a compost turner in the amount of \$115,623. All board members present voted aye. Motion carried unanimously. Mr. Dorsey added that he received some compost, and it is good quality.

STAFF REPORTS

P. Pinkerton, Assistant Director for Engineering & Solid Waste

Mr. Pinkerton reported that the Solid Waste Workgroup almost broke the 900 tons mark for the month. They came in just under at 50 tons per day. Mr. Pinkerton said that both rear loaders went down last week and is probably the reason the record was not broken. Mr. Logan asked how long the equipment would last. Mr. Binkerd said it would last at least 10 years. Mr. Pinkerton said that new or additional equipment would be reviewed and possibly considered in the future especially if volume continues to increase.

R. Shrader, Assistant Director for Operations

Mrs. Shrader stated that she is conducting more interviews. There are more coming. Mrs. Shrader has had some difficulty in finding people who want to mow grass for the summer. The pay is \$9.00 per hour the first summer and \$10.00 per hour for the second summer moving forward. Mrs. Shrader reported

that there are three full time positions open now. They are a Water Maintenance Technician, Wastewater Maintenance Technician, and a Wastewater Operations and Maintenance Supervisor. Mrs. Shrader concluded in stating that T13 had been down since last December but would be repaired soon. Mr. Logan wished Mrs. Shrader luck in finding people to fill the positions.

C. Binkerd, Utility Director

Mr. Binkerd reported that the signed IURC order regarding the I&M case was received. The new rate goes into effect on July 1, 2018. The initial rate increase proposal would have resulted in a 20% increase. The final rule will result in a 7% increase with the exception of the Wastewater Plant which will receive a 4% increase. The City will only see a 4% increase for street lighting as well. There are several other benefits including programs that will offer citizens assistance with their bill. Mr. Binkerd also gave a final reminder of Community Day scheduled for this Saturday, June 9th.

BOARD MEMBER COMMENTS

There were no board member comments.

CHAIRMAN'S REMARKS

Mr. Logan thanked everyone for their attendance.

The next meeting is scheduled for June 21, 2018 at 5:30 p.m. in the conference room at the Administration Building.

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

Meeting adjourned at 6:09 p.m.

Robert Logan, Chairman

Marion Utilities Service Board

ATTEST

Misty Humphries

Its Secretary