



## 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: June 11, 2021  
Re: Agenda for June 17, 2021 Utility Board Meeting

Dear Board Member:

This is to inform you of our Board Meeting to be held Thursday, June 17, 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 May 20, 2021
- V. **FINANCIALS**
  - A. 2021 Preliminary Financials
- VI. **OLD BUSINESS**
  - A. Update on Projects – C. Binkerd
  - B. Approval of Long Term Control Plan Bid- C. Binkerd





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### VI. NEW BUSINESS

- A. Transfers & Pay Requests - Senior Leadership Team
- B. 2219 S. Washington St. Adjustment Request- C. Binkerd
- C. Resolution Authorizing Intervention in 2021 I&M Electric Cases- C. Binkerd
- D. Construction Coordinator Pay Range- R. Shrader
- E. Sponsorship Requests- C. Binkerd

### VII. SENIOR LEADERSHIP REPORTS

- A. Assistant Director for Operations & Maintenance- R. Shrader
- B. Utility Director- C. Binkerd

### VIII. BOARD MEMBERS' COMMENTS

### IX. CHAIRMAN'S REMARKS

### X. NEXT MEETING

**Thursday, July 1, 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 JUNE 17, 2021 MEETING**

The Marion Utility Service Board held their meeting on Thursday, June 17, 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; Bill Dorsey; Mia Erickson; Al Green; Von Jackson; and Herschel Lewis.

Also present at the meeting were: Chuck Binkerd, Director; Robin Shrader, Assistant Director for Operations and Maintenance; Mike Conner, Attorney; Tiffany Snyder, Accounting/Billing Coordinator; Misty Humphries, Secretary; and Mark Theel, Marion Utilities.

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

There were no additions or deletions.

#### **APPROVAL OF MINUTES**

Mr. Carl moved, seconded by Mr. Dorsey, to approve the minutes of the May 20, 2021 regular meeting. All members present voted aye. Motion carried unanimously.

#### **FINANCIALS**

Mr. Binkerd said there were some preliminary financials for the first quarter of 2021. The final financials for December 2020 were ready for approval. Ms. Snyder explained that the preliminary December 2020 changed slightly. There were still losses; however, the losses were not as great. The changes resulted from the orphaned and adjusted transactions completed in the billing software that had not been exported into the accounting software. The December 2020 financials as presented that evening reflected finalized cash balances. Mrs. Snyder reported that the bank reconciliations for 2020 had been completed, reviewed, adjusted for orphans, and balanced. As for the preliminary financials for the first quarter in 2021, those can be presented approval once the bank reconciliations for those months are completed. It was also reported that Jennifer Wilson and Ms. Snyder had developed a new process which would allow for the completion of those bank reconciliations quickly. Mr. Binkerd asked for the approval of the December 2020 financials. Mr. Green moved, seconded by Mr. Dorsey, to approve the December 2020 financials as presented. All members present voted aye. Motion carried unanimously.

#### **UPDATE ON PROJECTS**

Mr. Binkerd said that Keith Sullivan finished the 42<sup>nd</sup> & Harrison and Clark sewer extensions. The infrastructure was completely in the ground and the only item to complete was the final asphalt application. Mr. Binkerd also reported that the Citywide Cured-In-Place Projects would call for 13 areas to be lined. In total there would be approximately 6,000 lined feet for a little over \$230,000. The contractor is in town completing televising and cleaning.



### **APPROVAL OF LONG TERM CONTROL PLAN BID**

Mr. Binkerd reminded the board that several meetings ago the Long Term Control Plan Bids were presented to the board. The bonds sold on June 9<sup>th</sup> for \$11.25 million so there was a premium. The low bidder was The Baker Group. The bond closed today. Mr. Binkerd said the project is now set to be awarded. Mrs. Shrader reviewed the bids that were presented. There were three bidders: James S. Jackson Co; Kokosing Industrial, Inc; and Thieneman Construction, Inc. Mrs. Shrader said that James S Jackson was the low bidder. Jackson was contacted to ensure that the bid number was still good, and Jackson was committed to their bid number. Mrs. Shrader said that she would recommend presenting the bid to James S Jackson for the amount of \$9,490,289. Mr. Jackson moved, seconded by Mr. Lewis, to approve the bid of James S Jackson. All members present voted aye. Motion carried unanimously. Mr. Logan asked how long Jackson had to start work. Mr. Binkerd said 60 days. Mr. Carl asked how long the project would take. Mrs. Shrader said one year. Mrs. Erickson asked if any staging would be required. Mrs. Shrader said yes, some staging would be required. Mr. Logan asked if the surplus money would be used to complete other projects. Mrs. Shrader stated that Mr. Pinkerton and Mr. Conner had been discussing a property acquisition for the CSO mitigation in other areas. Mrs. Shrader said she would hope the surplus would go to engineering costs associated with mitigation or other items falling under the Long Term Control Plan.

### **TRANSFERS & PAY REQUESTS**

Mrs. Shrader said she would like to transfer \$400,000 from Long Term Control Plan Reserve Cash Account to the Long Term Control Plan Project Engineering line item in the budget so this would be a budget increase. Mrs. Shrader said that \$200,000 was budgeted and expenditures totaled \$404,000. The bond drove costs over the budgeted amount. Mr. Lewis moved, seconded by Mr. Carl, to approve the transfer as presented. All members present voted aye. Motion carried unanimously.

### **2219 S. WASHINGTON ST. ADJUSTMENT REQUEST**

Mr. Binkerd said a request from Grace House was received. There was a toilet leak that resulted in a high bill. Mr. Logan assigned the item to the Water Committee for review and recommendation.

### **RESOLUTION AUTHORIZING INTERVENTION IN 2021 I&M ELECTRIC CASES**

Mr. Binkerd stated that for the last two years, the power company had petitioned for rate increases. Mr. Binkerd said that I&M has now petitioned the IURC to allow them to purchase a large power plant in Rockport. I&M built a large power generating unit (Rockport), sold the plant, the leased it, now they want to buy it back, and decommission it. It will cost hundreds of millions of dollars to do this. They want to then increase rates to recover their costs. Mr. Binkerd said Resolution 2-2021 would allow him to engage with counsel to advocate on behalf of our community. Mr. Binkerd then summarized Resolution 2-2021. Mr. Carl asked if any other cities were intervening. Mr. Binkerd stated Fort Wayne was also a party. The costs would be split between Fort Wayne 65% and Marion 35%. Mrs. Erickson asked if Mr. Binkerd had any idea how much this would cost. Mr. Binkerd said over the past 8 years legal costs had reached \$100,000 but the attorneys had been successful which resulted in an overall saving. Mr. Lewis moved, seconded by Mr. Carl, to approve Resolution 2-2021. All members present voted aye. Motion carried unanimously.

### **CONSTRUCTION COORDINATOR PAY RANGE**

Mrs. Shrader reminded the Board that the Construction Coordinator position was created at a previous meeting. At the last meeting, the position description was approved. The position was posted internally and externally, and there was one application. The applicant has over 40 years of construction and

concrete industry. Mrs. Shrader said she would like to bring him in at Range 18 Step 8 which would equate to \$66,310.40. Usually, an owner's representative would be compensated at \$87,000. Mrs. Shrader noted that the salary at a Step 8 would be based upon a full time position, and this was not necessarily a full time position. Mrs. Shrader stated that some of his liability insurance costs would be covered to help make up for the salary difference between what would be offered and what positions like this are typically paid. Mr. Logan asked if this coordinator would be terminated up the completion of this project. Mr. Binkerd said once this phase was completed, there could be another stage where his assistance would be needed. Mr. Carl asked if his salary would be paid out of the bond proceeds. Mrs. Shrader answered yes. Mr. Jackson moved, seconded by Mr. Lewis, to approve the Construction Coordinator pay at Range 18 Step 8. All members present voted aye. Motion carried unanimously.

### **Sponsorship Requests**

Mr. Binkerd presented two sponsorships requests. The Grant County Rescue Mission requested \$250 for their annual golf outing. This would include a yard sign with logo on a hole, logo on their website, and other marketing materials. Habitat for Humanity requested \$250 for their 55<sup>th</sup> house build. Mrs. Erickson explained that Habitat for Humanity has been around since 1993. It is a hand up not a hand out. An informational session is held one to two times per year for partner families. The families can't get a standard loan in order to qualify for Habitat for Humanity. They have to show a need for a home, and there are some conditions that you would not believe. Mrs. Erickson said the partner families have to have 150 sweat equity hours in the project. They also have to go to budget classes and have a 1% down payment. This is a mortgage only, and there is no interest. This is the 55<sup>th</sup> house that Habitat is building at 3602 South Harmon Street. The children will go to school right around the corner so they can walk to McCollough. IWU donated the lots. Mrs. Erickson said that Grant County was a depreciating county. Habitat was able to do this kind of work through donations and grants. Mr. Carl asked if this would be a match. Mrs. Erickson said no. Mr. Lewis stated that he wondered how the process worked. Mrs. Erickson said that the emotion shown by recipients is amazing. Mr. Jackson asked if there was a certain timeframe for payoff. Mrs. Erickson said that there have been four payoffs in the last year. In fact, one recipient, had paid hers off in 15 years and is now doing budget counseling. Mr. Binkerd said the Board had authorized \$2500 for sponsorships and donations this year. To date, \$550 has been spent in sponsorships or donations. Mr. Carl moved, seconded by Mr. Lewis, to approve both requests. All members present voted aye. Motion carried unanimously. Mr. Carl asked who underwrote the mortgage. Mrs. Erickson said Habitat for Humanity did which would help the partnering families build credit.

### **SENIOR LEADERSHIP REPORTS**

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

Mrs. Shrader said it had been warm in the Water Administration building as J&J was working on the electrical overhaul. Everything process wise was on a backup generator. The air conditioner was back on now. The work is going on well. J&J had been cleaning up what has been a terrible cobweb of wires. Mrs. Shrader said that a supervisor resigned. The position has been advertised internally and externally. Mrs. Erickson asked if there was succession planning in place for resignations. Mrs. Shrader said that the Senior Leadership Team was working on that now. Mr. Binkerd added that a more formal succession plan was being developed. Mr. Binkerd has spoken with Mr. Logan & Mr. Carl regarding the process of a plan development. Mr. Binkerd stated that a consult was also being used to help work through the process. Mrs. Erickson asked if there was a lot of in-house talent. Mr. Binkerd said yes. Mr. Jackson asked if the Workforce Development office was able to assist with training. Mrs. Humphries stated that Workforce Development had to discontinue the training programs due to COVID. Staffing levels are just beginning to

return to normal, and there are hopes that the training programs would resume soon as well. Mr. Jackson asked if NIMS training was offered locally. Mrs. Humphries stated that NIMS training was offered online, but she was not sure if the local office offered NIMS training or not. Mrs. Humphries said she would find out.

**C. Binkerd, Utility Director**

Mr. Binkerd said that there are some federal funds that might be available for use in projects. There was a possible project that the County could be a partner on. There is a water bill payment assistance program. It will be federally funded through the Human Health Services Department. A Zoom meeting was held to discuss funding, but it was very confusing. Mr. Binkerd said he was looking at some of the opportunities though. Mrs. Erickson said she appreciated Mr. Binkerd's kind messaging. Mr. Logan stated that he had heard of funds being used for lead pipe removal.

**BOARD MEMBERS' COMMENTS**

There were no Board comments at this time.

**CHAIRMAN'S REMARKS**

Mr. Logan thanked everyone for their attendance and said it was great to see everyone. He also noted that the meeting tables were returned to pre-COVID formation which was nice to see.

The next meeting was scheduled for Thursday, July 1, 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 6:12 p.m.

Robert Logan, Chairman  
Marion Utilities Service Board

ATTEST



Misty Humphries  
Its Secretary