

**Minutes**  
**Board Meeting of January 16, 2019**

THE BOARD OF SANITARY COMMISSIONERS conducted a regularly scheduled meeting in the Auditorium on the first floor of City Hall in Muncie, Indiana.

Board members present were: William Smith, Michael Cline and Joseph Evans.

Department managers and staff present were: Mark McKinney, Legal Counsel; Nikki Grigsby, District Administrator; Deana Cox, Billing Manager; Angie Smith, Billing Manager and Megan Huff, Administration Office Manager.

Public: Dick Weigel, HWC Engineering

**Consideration of Minutes:** Mr. Evans moved to approve the minutes as submitted for the January 2, 2019 meeting. Mr. Cline seconded the motion. The motion was approved (3-0).

**Consideration of Claims:** Mr. Cline moved to approve the Register of Claims for \$997,505.48. Mr. Evans seconded the motion. The motion was approved (3-0).

**Old Business:**

None.

**New Business:**

**1. MSD Personnel Policies Handbook, January 16, 2019. – Nikki Grigsby, District Administrator.** Ms. Grigsby said each year we clean up our Personnel Policies Handbook and rid it of mistakes or update internal policies. She said there have been some changes made this year and she believes the Board and Legal Counsel have both had a chance to review the book. Mr. Smith said yes, that was correct. Mr. Evans moved to approve the MSD Personnel Policies Handbook. Mr. Cline seconded the motion. The motion was approved (3-0).

**2. Resolution 2019-01, a Resolution Designating the Investment Manager and Finance Manager for the Muncie Sanitary District. – Nikki Grigsby, District Administrator.** Ms. Grigsby said this Resolution follows Mrs. Ervin's retirement because we also have to give Deana Cox, the new Financial Manager, the title of Designated Investment Manager. Mr. Evans moved to approve Resolution 2019-01, a Resolution Designating the Investment Manager and Finance Manager for the Muncie Sanitary District. Mr. Cline seconded the motion. The motion was approved (3-0).

**3. Granting the MSD Realtor Permission to Speak with Property Owners on Hoyt Avenue. – Nikki Grigsby, District Administrator.** Ms. Grigsby asked the Board to grant the MSD Realtor permission to speak with the Property Owners of Hoyt Avenue. She said there is one house that has already been purchased on Hoyt and these are the adjacent houses. Mr. Cline said there are major drainage problems in that area so we need to put some inlets in that vicinity. He said these homes are in the way of this plan which is why we need to acquire them and demo them. Mr. Evans moved to approve Permission for the MSD Realtor to Speak with Property Owners on Hoyt Avenue. Mr. Cline seconded the motion. The motion was approved (3-0).

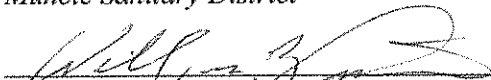
**Public Comments:**

There were no public comments.


Respectfully Submitted,

  
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Megan Huff, Administration Office Manager

*Approved by the Board of Sanitary Commissioners  
Muncie Sanitary District*

  
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William Smith, President

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Michael Cline, P.E., Vice President

  
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Joseph Evans, Secretary