

## **Minutes**

### **Board Meeting of April 22, 2020**

THE BOARD OF SANITARY COMMISSIONERS conducted a regularly scheduled by virtually due to COVID -19 and NOT the Auditorium on the first floor of City Hall in Muncie, Indiana.

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

Department managers and staff present were: Mark McKinney, Legal Counsel; Deana Cox, Financial/Billing Manager; Harvey Wright, Sewer Maintenance Superintendent, Jason Donati, Stormwater/Recycling Educator.

Public: Closed due to COVID-19

**Consideration of Minutes:** Mr. Evans moved to approve the minutes as submitted for the April 22, 2020 meeting. Mr. Cline seconded the motion. The motion was approved (2-0).

**Consideration of Claims:** Mr. Evans moved to approve the Register of Claims for \$1,507,033.21. Mr. Cline seconded the motion. The motion was approved (2-0).

### **Old Business:**

None.

### **New Business:**

**Resolution 2020-02, A Resolution Amending the Holiday Schedule for 2020. – Deana Cox, Financial Manager.** Mrs. Cox presented Resolution 2020-02, a Holiday Amendment for 2020. Mrs. Cox states since May 5, 2020 Election Day is postponed to new date of June 2, 2020. Mr. Evans moved to approve the Resolution Amending the Holiday Schedule for 2020, Mr. Cline seconded the motion. The motion was approved (2-0).

**Resolution 2020-03, Amendment to the Personnel Policies Handbook. – Deana Cox, Financial Manager.** Mrs. Cox presented Resolution 2020-03, Vacation Leave Amendment for 2020; Mrs. Cox stated we have added to the terms and conditions to the vacation leave. Mr. Smith explained for the employees that were unable to use their vacation time due to COVID-19 MSD is allowing up to 10 working days to be added to their vacation leave if their extended sick bank has accrued to the maximum limit at the end of the anniversary date. In which employees have a full year to use these days. Mr. Evans moved to approve the Resolution 2020-03; Amendment to the Personal Policies Handbook, Mr. Cline seconded the motion. The motion was approved (2-0).

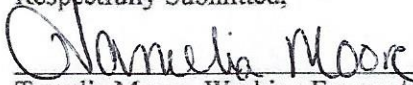
**2020 Levee Bids – Harvey Wright, Sewer Maintenance Superintendent.** Mr. Wright opened the first (1) quote from Coops Lawn and Landscape with a total cost per mow at \$15,250.00. The second (2) quote from Droopy's Lawn and Maintenance with a total cost per mow at \$17,600.00. The third (3) quote from United Lawncare with a total cost per mow at \$14,900.00. The fourth (4) quote from Hill Lawncare with a total cost per mow at \$14,000.00. Mr. Harvey stated that Hill Lawncare is the lowest bid; also they have done the mowing in the past and have equipment to do the work. Mr. Smith stated that that we will except all bids for review, and that MSD have always taken the lowest bid in which is Hill Lawncare with the notion to have Mark look over paperwork to make sure that the bid has provide the proper information that has been asked for by MSD board. Mr. Evans moved to approve the bids with Mr. Cline seconded the motion. The motion was approved (2-0).

**Muncie Sanitary District Transfer of Surplus Properties to Delaware Advancement Corp. – Mark McKinney, Legal Counsel.** Mr. McKinney states he has a list of twenty-four (24) properties that is located in the McKinley area in which was acquired by the MSD for various purposes/projects. Mark has been working with the Delaware Advancement Corp team since they have expressed an interest in the properties in order to approve the neighborhood. Mark stated the Delaware Advancement team and his self have come to an agreement if approved by the MSD board. With that being said Mr. Evans stated he has looked over the paperwork in which MSD can move forward with the transfer. Mr. Evans made the motion to approve the transfer of Real Estate to Delaware Advancement Corp, Mr. Cline seconded the motion. The motion was approved (2-0)

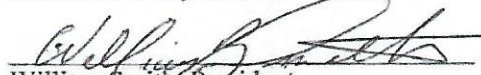
**Public Comments.**


*There were no public comments taken.*

Respectfully Submitted,

  
Tamekia Moore, Working Forman/Account Specialist

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

  
William Smith, President

  
Michael Cline, P.E., Vice President

Joseph Evans, Secretary