

Board Minutes for the Board of Sanitary Commissioners Meeting of February 24, 2021

THE BOARD OF SANITARY COMMISSIONERS conducted a regularly scheduled meeting.

Board members present; Stephen Brand, Board President; Brian Stephens-Hotopp, Board Vice President, Joseph Evans, Board Secretary; Tonya Brothers-Bridge, Board Member and David Smith, Board Member (attended virtually).

Department managers and staff present; Mark McKinney, Legal Counsel; John Barlow, District Administrator; Deana Cox, Financial/Billing Manager; John Anderson, District Engineer; Harvey Wright, Sewer Maintenance Superintendent; Thom Noble, Sewer Maintenance Working Foreman; Dustin Jennings, IT, Tim Stover, IT Administrator; Melanie Lanich, Health Administrator; Phil Reagon, Sanitation Superintendent and Megan Huff, Executive Office Manager.

Public present: Dennis Otten, Bose McKinney Evans and Richard Ivy, Deputy Mayor of Muncie.

Consideration of Minutes: Mrs. Brothers-Bridge moved to approve the minutes as submitted for the February 11, 2021 meeting. Mr. Stephens-Hotopp seconded the motion. The motion was approved (5-0).

Consideration of Claims: Mr. Stephens-Hotopp said we have set up a separate funding CNG account that will show up on a quarterly basis on claims, so you will be seeing that in the claims this round. He said we approved a contract with Samara for GPS software, and we will pay the licensing fees on today's claims and then annually. Mr. Stephens-Hotopp said there is a claim for David Jackson & Sons Plumbing where they assisted in identifying problems at a home. He said if it is found that it is a MSD problem we will pay for the plumber or if it is not MSD's problem the homeowner will be responsible for paying the plumber and further resolution. Mr. Stephens-Hotopp said there is a credit card charge for Wal-Mart, and it is for cleaning supplies at the BWQ. He said there is an answering service description that shows up in the claims and part of that is an obligation for IDEM and our LTCP that we are to monitor our CSO systems. Mr. Stephens-Hotopp said if there is an outfall that occurs in the evening this service will catch it and they will communicate that to the public. He said there is an item for a new roof top HVAC system for the BWQ office. The existing system was down to 20% function so we are glad they could get that updated. Mr. Stephens-Hotopp said there is an invoice from United with a description of MSD 2019 Bond Project and that is because they are providing the inspection services. He said they are being paid out of the 2017 BAN, but it is for 2019 BAN projects. Mrs. Brothers-Bridge said we spent about \$14,000 on salt and deicer which we purchased in combination with the City. She said we pay for that when we use it not when it is originally purchased. Mrs. Brothers-Bridge said thank you to those who implemented that because they did a great job of taking care of our streets. Mrs. Brothers-Bridge moved to approve the claim amount of \$1,461,656.02. Mr. Stephens-Hotopp seconded the motion. The motion was approved (5-0).

Old Business: None.

District Administrator Update - John Barlow: Mr. Barlow said the new portal that allows the public to report drainage issues is now up and running on the website. He said this can be found on the under the tab Customer Service – Citizen's Reporting – Flooding Problems Report. Mr. Barlow said you will just submit this form directly online to our staff. He said we have also completed the addition of past Resolutions (2010-present) being accessible from the website as well. Mr. Barlow said we have recently purchased a new Billing collections box to replace our current box in the City Hall parking lot. He said once it is delivered, we will get it wrapped with the MSD information and update the public. Mrs. Brothers-Bridge thanked Mr. Barlow for his transparency and the work of his team for updating the Resolutions on the website. Mr. Barlow said he would pass that along to Megan Huff and Jason Donati

for updating the Resolutions to the website. Mr. Stephens-Hotopp said he appreciates all the progress the District is making and all who have been apart of it. Mr. Evans said good job. Mr. Brand thanked Mr. Barlow as well. Mr. Barlow said he wanted to update the Board on the New Horizon Church drainage issues, so he is bringing John Anderson up to further explain. Mr. Anderson, District Engineering, said we have been working on a couple options to address the problem. He said we are moving forward but we are currently waiting for the snow to melt off to see how other utilities affect the route prior to designing. If there are no other issues, we will move on with design plans and construction hopefully this spring. Mrs. Brothers-Bridge said kudos for the fast-paced work and response time that was shown on this matter. The other Board members thanked Mr. Anderson as well.

New Business:

1. Resolution 2021-05, a Confirmatory Resolution for the Muncie Sanitary District Revenue and Refunding Revenue Bonds of 2021. – Stephen Brand, Board President/Brian Stephens-Hotopp, Board Vice-President. Mr. Stephens-Hotopp said this will provide a consolidation on our existing Bonds as well as rolling two BANs and providing some new money for LTCP for our 2020-2024 phase. He said there are three Bonds already in existing and they will be rolled into this Bond series. He said the total for this Bond is up to \$95 million, but the actual dollar amount is closer to the \$85-90 million range. Mr. Stephens-Hotopp said he appreciates the team that has been working on this funding. He said this will provide a lower interest rate for long-term debt, provides opportunity to have savings on some of our existing debt and secures financing for our projects moving forward. Mr. Stephens-Hotopp said this is also taking place without the requirement of a rate increase to substantiate the new Bond money. Mr. Brand said we are putting forth \$6 million of cash towards this Bond as well. Mr. Stephens-Hotopp moved to approve Resolution 2021-05, a Confirmatory Resolution for the Muncie Sanitary District Revenue and Refunding Revenue Bonds of 2021. Mr. Evans seconded the motion. The motion was approved (5-0).

2. Open Levee Mowing Bids for 2021. – Harvey Wright, Sewer Maintenance Superintendent. Mr. Wright said he would be opening the mowing bids for the Levee. The first bid opened was from Droopy's Lawn and Maintenance for \$17,800 per mow and \$9,000 for the spring and fall cleanups. The second bid opened was from Coop's Lawn and Landscape for \$16,000 per mow and \$7,000 for the spring and fall cleanups. The third bid opened was from Hill's Lawncare for \$15,900 per mow and \$5,000 for the spring and fall cleanups. Mr. Wright asked for the approval of the lowest bidder, which was Hill's Lawncare, contingent upon legal review. He said he would like to formally announce the bid winner at the next Board meeting. Mrs. Brothers-Bridge asked if legal reviews for things like bonding, insurance, qualifications, etc. Mr. Wright said yes. Mr. Stephens-Hotopp said do you feel like all the bids are from bidders who are able to provide the work in a timely manner and to our expectations. Mr. Wright said yes, two of them have done it in the past and the other is a reputable vendor in Delaware County. Mr. Brand asked if all bid were received on time and by the due date. Mr. Wright said yes. Mr. Brand asked which vendor mowed the Levee last year. Mr. Wright said Hill's Lawncare. Mr. Brand asked if this is higher or lower than last year. Mr. Wright said it is higher than last year and really, they are all higher numbers. He said the reason is the completion of work done along the Levee that are now included in the specs and in the past, it had been done separately. Mr. Brand asked who determines when the area needs mowed since we are paying per mow. Mr. Wright said himself or Thom will give the approval to mow again. Mr. Evans moved to approve Hill's Lawncare as the 2021 Levee Mowing Vendor Pending Legal Review and Approval of their Bid. Mr. Stephens-Hotopp seconded the motion. The motion was approved (5-0).

Additional Board Topics:

Mrs. Brothers-Bridge said thank you to our workers who plowed and helped the City of Muncie. She said she heard tons of praise from neighbors and social media. Mr. Stephens-Hotopp said he echoes the same

comment as Mrs. Brothers- Bridge. He said it is great to have additional manpower to help with larger storm events. Mr. Evans said to tell all the workers thanks. Mr. Brand said Muncie was in as good of shape if not better than a lot of communities around us, so everyone did a great job.

Public Comments:

There were no comments.

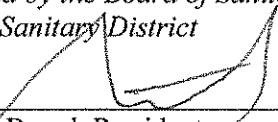
Adjourn: Mr. Brand said the next Board meeting will take place on March 10, 2021. Mrs. Brothers-Bridge moved to adjourn the meeting. Mr. Stephens-Hotopp seconded the motion. The motion was approved (5-0).

Respectfully Submitted,

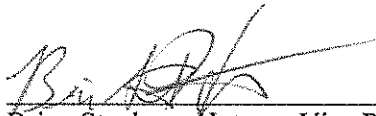


Megan Huff, Executive Office Manager

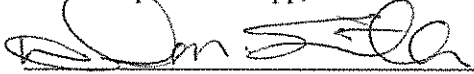
*Approved by the Board of Sanitary Commissioners
Muncie Sanitary District*



Stephen Brand, President



Brian Stephens-Hotopp, Vice President



David Smith, Board Member



Joseph Evans, Secretary



Tonya Brothers-Bridge, Board Member