

Board Minutes for the Board of Sanitary Commissioners Meeting of May 18, 2022

THE BOARD OF SANITARY COMMISSIONERS conducted a regularly scheduled meeting.

Board members present; Stephen Brand, Board President; Adam Leach, Secretary and David Smith, Board Member. Excused absences: Tonya Brothers-Bridge, Board Vice President.

Department managers and staff present; John Barlow, District Administrator; Mark McKinney, Legal Counsel; Phil Reagon, Sanitation Superintendent; Jason Donati, Recycling/Stormwater Educator; Deana Cox, Financial Manager; Harvey Wright, Sewer Maintenance Superintendent; Tim Stover, IT Administrator; John Anderson, District Engineer; and Megan Huff, Executive Office Manager.

Public present:

Consideration of Minutes: Mr. Leach moved to approve the Board Meeting Minutes as submitted for the meeting of May 4, 2022. Mr. Smith seconded the motion. The motion was approved (3-0).

Consideration of Claims: Mr. Leach said he would like to clarify a few claims. He said we had some training fees and travel for CNG training in Wisconsin. Mr. Leach said we have a travel policy and there were receipts for all transactions. He said he just wanted to let the public know why we had MSD employees in Wisconsin. Mr. Leach said we had ECR claims for \$95,663.58 which are our dumping fees. He said we had a \$47,000 bill at the WPCF for electricity. Mr. Leach said our engineering fees with Bowen Engineering we are pretty much paying claims that are typical. Mr. Brand said he would like to clarify a claim for \$23,000 to Yarberry for a repair and replace some sanitary laterals at 1810 W 17th Street. Mr. Smith made a motion to approve the proposed claims totaling \$583,121.04. Mr. Leach seconded the motion. The motion was approved (3-0).

Old Business:

None.

District Administrator Update – John Barlow. Mr. Barlow said the Ball Foundation has approved two grants for MSD. He said one is for \$25,000 for educational purposes attached to the Mussel Propagation Facility at the BWQ. Mr. Barlow congratulated the BWQ team. He said the other grant is for \$94,000 related to the Blue Waters Initiative for up to four canoe/kayak launches along the river between Prairie Creek and in Muncie. Mr. Barlow said Jason Donati was instrumental in helping with this grant. He said he is excited to move forward on these Ball Foundation grants. Mr. Barlow said in the next month or so the Drumm addition should see some geotechnical folks checking conditions along with surveying. He said we are moving along on that and are working to get the flooding issues resolved. Mr. Barlow said we have had conversations with the Army Corps of Engineers this week regarding the Cut Off Levee out at the Philips Quarry area because the Levee out there is inadequate, and it has been for a long time. He said we are looking at various ways to improve such as moving the Levee some and raising the roads. Mr. Barlow said last month MSD was victim to a cyber scam. He said our system was not breached, but a trusted vendor that we have used for years. Mr. Barlow said we ended up paying invoices from this vendor totaling up to \$35,000 before we found out it was a scam. He said we have notified local authorities, state police and eventually US Secret Service Cyber Crimes unit. Mr. Barlow said he is happy to say that we do carry insurance for cyber deception that covers this loss less a \$10,000 deductible. He said our staff has had training and Tim Stover will probably cover that in his department update. Mr. Barlow said 8th and Meeker has been completed and we received a deduct on that job, but we have not received our final pay app yet. He said we are looking into some easements, divestments and/or acquisitions of property coming up. Mr. Barlow said we will be filling in any residents in that would affect so they know what is going on.

Department Head Update – Tim Stover, IT Administrator. Mr. Stover said first off would like to let the Board know that our network is secure, and we have multiple layers built in for security. He said he would be happy to go into detail on that with the Board privately if they would like. Mr. Stover said we have had a campaign going through in all departments to department heads and we had a 100% attendance rate going over email security and awareness. We also did the same thing for the supervisors and secretaries where we also had a 100% attendance rate. He said this training will be an ongoing effort. Mr. Stover said our 'Fat Pipe' is still being configured from the vendor's end to be more compatible with our network. He said he would like to brag on the Sanitation department because not only do we have a top-notch facility there we have fully gone digital. Mr. Stover said they used to take a complaint from the public on a paper ticket, but now it is digital, so it goes directly to the supervisors, and they dispatch drivers. He said they can also take before and after photos to confirm that the task is completed. Mr. Stover said the hope is to roll this software out to other departments now that it has been tested with Sanitation. Mr. Brand asked if the phishing and email awareness training was done before or after the cyber scam. Mr. Stover said the scheduling of the training was done prior to the scam, but the scam ultimately took place before the training. Mr. Brand asked if this training will be administered to any new staff as well. Mr. Stover said yes. Mr. Brand asked if there is any way to test on the training periodically. Mr. Stover said yes and on this last campaign he sent out there were only 6 clicks which is positive. Mr. Brand said keep plugging away at it because cyber crimes are no joke. He said it sounds like at this point it has cost us \$10,000 in a deductible which is quite honestly minor compared to what can happen. Mr. Brand said our employees are the first line of defense that we have so the more we test the system and challenging them the better off we are going to be.

New Business:

1. GMAX On-Call Stormwater Projects Amendment with Bowen Engineering – John Barlow, District Administrator/Steve Nutt, Bowen Engineering. Mr. Barlow said today we are asking for the approval of amendment 1 to the current GMAX contract with Bowen Engineering. He said a little background is that last year Brian Stephens-Hotopp and himself looked and saw we had accumulated quite a surplus in stormwater funds. Mr. Barlow said had an earlier study completed by another engineering group identifying some stormwater areas that had issues, so we procured the services of three different engineers to look at two areas per engineer. He said they identified three main areas that we are going to do stormwater work on: Indiana Village area, Lynmar area and the Cardinal Greenway Depot area. Mr. Barlow said we had the engineers go to 60% level plans and passed those to Bowen to procure a price. He said they have submitted those prices and we have put that together as an amendment to the current scope. The amount of that scope is \$9,360,208.00. Mr. Leach asked if Mr. Barlow could go over the short list of project areas. Mr. Barlow said the Lynmar area is south of Bethel Avenue and there has been flooding back there with inadequate infrastructure. He said the Depot area is on Wysor and they have had severe flooding in their parking and basement area. We will route that water north along the Greenway until it gets to White River in the McColluch park area. Mr. Barlow said the Indiana Village area is southeast of Muncie and the existing infrastructure needs improvements as well as adding in some infrastructure where it does not exist. He said all projects will have full mill and resurface restoration on all the streets in those areas and any easement acquisitions will accompany these jobs. He said we have this surplus of stormwater money that needs used on stormwater projects, so hopefully these will be the first of several projects. Mr. Brand said he has a few questions for Mr. Nutt of Bowen Engineering. He asked with the rising cost of materials, is Bowen concerned with the timing on the pricing and increased pricing. Mr. Nutt said that is one of the benefits of this contract is it is through the guaranteed maximum pricing. He said any materials that need to be locked in ahead of time can be so we do guarantee to the MSD that the cost of the projects will not go up. Mr. Brand asked if Mr. Nutt was aware of any price increases that are coming our way in the industry. Mr. Paul Creasey, Bowen Engineering, said the largest cost increase components are the RCP pipe material and the pre-cast structures. We have heard of price increases coming as early as June 1st so the timing of this amendment should allow us to lock in the pricing we had for this estimate. Mr. Brand asked when these projects will approximately start and conclude. Mr. Creasey said timing of the projects is tied to the easement acquisition specifically for Indian Village and Greenway Depot, but the intent is this summer. The

Greenway Depot project would last approximately 6-8 months and Lynmar would start after the Greenway Depot project. Mr. Creasey said the Indian Village project is three separate stormwater drainage areas, so it has three outfall areas. He said the way it must be sequenced is very linear, so we are not cutting off property owner access in those areas. Mr. Creasey said the Indian Village project duration would be about 14 months. There were no other questions. Mr. Brand thanked Mr. Creasey and Mr. Nutt. Mr. Leach made a motion to approve GMAX On-Call Stormwater Projects Amendment with Bowen Engineering. Mr. Smith seconded the motion. The motion was approved (3-0).

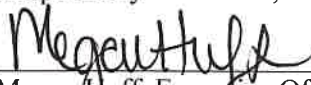
Additional Board Topics:

Mr. Leach said he would like to remind the public again that we have several construction crews as well as sewer crews out working so be mindful of your safe driving. He said he appreciates the improvements that MSD's investments continue to make throughout the city.

Public Comments: There were no public comments.

Adjourn: Mr. Brand said our next regularly scheduled meeting will be held on June 1st at 11:30 a.m. Mr. Smith made a motion to adjourn the meeting for May 18, 2022. Mr. Leach seconded the motion. The motion was approved (3-0).

Respectfully Submitted,



Megan Huff, Executive Office Manager

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



Stephen Brand, President



Adam Leach, Secretary



Tonya Brothers-Bridge, Vice President



David Smith, Board Member