

Board Minutes for the Board of Sanitary Commissioners Meeting of November 2, 2022

THE BOARD OF SANITARY COMMISSIONERS conducted a regularly scheduled meeting.

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

Department managers and staff present; John Barlow, District Administrator; Drew Hall, Legal Counsel; Deana Cox, Financial Manager; John Anderson, District Engineer; Jason Donati, Stormwater Educator; Thom Noble, Sewer Maintenance Assistant Superintendent; Phil Reagon, Sanitation Superintendent; Tim Stover, IT Administrator; and Maggie Bales, Executive Office Manager.

Public present: None.

Consideration of Minutes: Mr. Brand entertained a motion to approve the minutes as presented. Mrs. Brothers-Bridge moved to approve the Board Meeting Minutes as submitted for the meeting of October 19, 2022. Mr. Leach seconded the motion. The motion was approved (3-0). Mr. Brand abstained from the vote as he was absent in the previous meeting.

Consideration of Claims: Mr. Brand entertained a motion to consider the register of claims totaling \$789,259.70. Mrs. Brothers-Bridge stated on page two there is a claim for \$1,049.55 for some police car parts. She stated that is for the agreement with the city where we purchase supplies for their equipment and vehicles, we do get reimbursed for those purchases. Mrs. Brothers-Bridge stated Smith Family Services did a special cleanup for \$8,400, on page ten of fifteen. She stated on page 10, \$4,205 to North Edge Steel for a carport to cover the gas tanks out at Sewer Maintenance. Mrs. Brothers-Bridge stated on page 2 of 10/28/2022 we paid ACR1 a deposit for roofing work for \$10,290. She stated that is for repair roofing out at Sewer Maintenance. Mr. Leach moved to approve. Mr. Smith provided second. The motion was approved (4-0).

Old Business

1. Award Storm Sewer Bid for 20th and Mock – John Anderson. John Anderson, District Engineer, stated the bids have been reviewed by him and legal for the 20th and Mock storm sewer project. He stated Watson Excavating was determined as the lowest and most responsible bidder. Mr. Anderson stated the bid amount \$336,345.00. Mr. Brand asked for clarification on the amount. Mr. Anderson stated \$336,345.00. Mr. Brand asked the estimate for the project. Mr. Anderson stated the bid was in line with the estimate of \$250,000 to \$275,000. Mrs. Brothers-Bridge stated with review of the last meeting minutes, the bid is in line. Mr. Brand entertained a motion to approve Watson Excavating's for the bid amount of 336,345.00. Mrs. Brothers-Bridge moved to approve. Mr. Smith provided second. Motion passed (4-0).

District Administrator Update – John Barlow. Mr. Barlow stated that leaf season pickups will start today (November 2, 2022). He stated that if your trash route is Monday or Tuesday the leaves will be picked up on Wednesday and if you have a Wednesday, Thursday, or Friday trash route the leaves will be picked up on Saturday. Mr. Barlow stated that we ask that individuals use no blue bags for leaves, that the lawn or leaf bags are used, and the bags are to be left outside the toter at the curb or wherever you put your trash for pickup. He stated the leaf season pickup will run through the end of the month. Mr. Barlow stated please do not put the leaves or lawn clippings in the toter or in a blue bag. He stated the levee mowing bid packets have been put out as of Monday at Sewer Maintenance. Mr. Barlow stated the anticipated opening date will be at the November 30th Board meeting. He stated that the bid packets must be turned in to the Administration office no later than 11:29 am on November 30th, that will be the last

acceptance of the bids. Mr. Barlow stated that the bid packets can be picked up at Sewer Maintenance from Harvey Wright or Thom Noble. He stated that the requirements are listed within the bid packet. Mr. Brand stated the leaves we pick up go to ECR and run through a grinder and composted. Mr. Barlow stated that is correct. Mr. Brand stated that the levee mowing is in the paper now. Mr. Barlow stated that the bid advertisement is in the paper with the dates, times, and where to pick up the packet.

Recycling Grant Update – Phil Reagon and Jason Donati. Mr. Reagon stated that everyone knows that Covid changed our daily lives and one of the factors is trash. He stated that in the early days of Covid the tonnage of waste shot up 30 to 35% and currently in Muncie it is still up 10 to 15% what it was pre-Covid. Mr. Reagon stated that boxes and plastic packaging has increased since pre-Covid due to what is called the “Amazon Effect.” He stated that he and Jason have been working on a way to improve the recycling program for over a year. Mr. Reagon stated they are trying to adjust with the “Amazon Effect.” He stated IDEM came out with a grant for those looking to start or to improve their recycling program. Mr. Reagon stated that he and Jason went to visit recycling programs that worked great and some that were not working. He stated last Thursday he and Jason went before IDEM and won the award for \$468,798 to upgrade our current recycling program. Mr. Reagon stated this was the largest grant IDEM gave out.

Mr. Donati stated we received the largest grant award from that round, called IDEM Recycling Market Development Grant with a Board that oversees that the funds from the state. He stated at the last meeting they had fourteen project proposals with \$2 million to award. Mr. Donati stated nine projects were awarded for \$2 million. He stated we won the largest of those nine for \$468,798. Mr. Donati stated the grant will be great for Muncie to improve our recycling program. He stated the grant will help offset the purchase of two new recycling trucks and 7,000, 96-gallon blue totes. Mr. Donati stated that means we will be transitioning away from the blue bag single stream recycling program to an opt in residential 96-gallon blue recycling toter program. He stated the blue bags would not be used anymore, significantly reducing the plastic waste that was generated in the blue bag program. Mr. Donati stated another goal of this is to reduce the contaminations in the recycling stream. He stated it is important that we hit the ground running, the funds will be awarded soon. Mr. Donati stated that it is a match grant. He stated that he created a recycling advisory board to help get feedback from the public, so he would like to bring them together to determine next steps moving forward. Mr. Donati stated a lot of the work of the board will be determining how to redo this program, get the word out to the public, create a strategic plan for marketing, education, and outreach. He stated this is a significant change for Muncie as the Blue Bag program started in 1998. Mr. Donati stated this will take some significant work to get the word out and educate the public. He stated the first phase is the 7,000 totes. Mr. Donati stated we serve about 25,000 households, under or above. He stated there are plans to create a webpage to register and sign up for the program and potentially look at creating a mobile app. Mr. Donati stated that the timeline of the grant would be from now until January would be to meet with the advisor board and having discussions about the strategic plan and procurement of the trucks and totes. He stated the trucks and totes are anticipated to arrive in March. Mr. Donati stated there are a lot of logistics involved. He stated the recycling board recommended a hard stop on the blue bags. Mr. Donati stated that is something to consider. He stated the final grant report will be due in January 2023. Mrs. Brothers-Bridge stated that the recycling would just go straight into the toter. Mr. Donati stated that is correct, it would still be a single stream and would be lose including paper, cardboard, tin, aluminum, steel, plastics one and two. He stated the difference is that the same trash truck picks up the trash totes and the blue bags are in there then they go through a sorting process. Mr. Donati explained that the new program would be separate recycling trucks that come on your trash day and only pick up the recycling toter, keeping all recyclables in designated recycling trucks and taking it directly to the sorting process line, skipping the sorting process. He stated that currently there are blue bags coming in with trash in them which can contaminate an entire recycling batch. Mr. Donati stated the hope is to educate the public on recycling and reduce contamination at the source, the home. He stated that IDEM’s goal is to recycle 50% of their material and this ties into that increasing our recycling

rate and reducing contamination. Mrs. Brothers-Bridge stated her appreciation to Mr. Reagon, Mr. Donati, the board, and everyone involved in this new program. She stated it is outstanding, she is excited and very supportive. Mr. Leach stated his appreciation to Mr. Donati, Mr. Reagon, and all others for the hard work. He stated the bullet point are that we put in for the money, we got the money, we got the most of everyone, \$468,798 to be awarded, we will use that money to purchase two new recycling truck and 7,000 new blue 96-gallon toters, blue bags are going away with a transition period, and this program will be opt-in. He stated that the public will have to ask for it. Mr. Donati stated that is correct and explained that it was highly recommended to do an opt in program because when others started their programs, they dropped off toter at every residence and it was a nightmare, a lot of it was used for an extra trash can. Mr. Leach asked for those who opt in is there a ramification for those who use the toter as an additional trash can. Mr. Donati stated yes, the thought would be to have code enforcement. He stated that there are cameras on the trucks and some other things we are working on that would help identify that. Mr. Donati stated they would get a bright sticker stating why the toter was not picked up with one more opportunity to correct that. He stated if that did not work, we would pull their toter and they would not be able to participate until they were able to prove that they could comply with the program. Mr. Leach asked if the two truck were CNG trucks. Mr. Donati stated that is correct. Mr. Leach stated that it keeps us within our mission to improve our green footprint. He stated that two new CNG trucks and trying to reduce the waste stream that goes to the landfill, it is a good story all around. Mr. Smith stated congratulations to Mr. Donati and Mr. Reagon, he appreciates the work and is excited. Mr. Brand stated the \$468,798 for two truck and 7,000 toters, does that use the entire amount of the grant. Mr. Donati stated yes, that uses the entire grant, and we will have to put in a significant amount as a match. Mr. Brand stated that Mr. Donati mentioned there are about 25,000 customers today, this will be 7,000 toters in the first phase so if the program is positive with an over request, we will have to purchase more toters. Mr. Donati stated that is correct. Mr. Brand stated two new trucks means two new drivers. Mr. Donati stated that is correct. Mr. Brand stated these will be CDL drivers. Mr. Donati stated that is correct. Mr. Brand ask how many were on the recycling board. Mr. Donati stated about nine and welcome help. Mr. Brand asked if they needed help. Mr. Donati stated yes. Mr. Brand stated great job and he appreciates it. Mr. Donati stated his thanks to the Board for all their support. He stated that we will also put together a pledge so when individuals are opting in and signing up it will be an important educational experience and message that helps them understand the broader message. Mrs. Brothers-Bridge stated on behalf of the Board members that he can count on them to sign up as some of the first to sign up in support.

New Business: None.

Additional Board Topics:

1. Mrs. Brothers-Bridge stated her appreciation to Jason. She stated Jason did a tour of the Sanitation facility. Mr. Donati stated that a teacher from Longfellow Elementary reached out regarding the about sixty-five kindergarteners that were learning about the environment and habitat. He stated the weather prevented them from their original plan, so we improvised and did the lesson out at the Sanitation facility. Mr. Donati stated we did the entire lesson in the training room, which included stormwater pollution prevention and recycling education. He stated that after the lesson we did a tour of the facility to show the students were the trash trucks sleep and take baths. Mr. Donati stated the staff at Sanitation was very helpful. He stated this is something we would like to offer to the community because it is very impactful when kids get to visit and learn. Mrs. Brothers-Bridge stated well done and congratulations. She stated that if we are going to continue to positively affect our environment, we need to teach children the importance of doing so. Mr. Donati stated that Courtney Vance was a huge help as she is great with kids and Mr. blue made a special appearance as well.

2. Mr. Leach stated a thank you to all the many vague and various employees. He stated that they are the reason we are advancing at the rate that we are, that we can take on new projects, and continually improve

the service we provide. Mr. Leach stated it is easy to thank the department heads because they are here, but it is important that everyone knows this is a group effort. He stated department heads are doing a great job, they are handling their business, and looking for opportunities to improve and our employees are contributing to that. Mr. Leach stated it is important as group recognition to get that out there. He stated he appreciates those that are here and hopes that it gets conveyed to those who are not here.

Public Comments:

1. Troy Waters, Superintendent of Beech Grove Cemetery, stated he spoke with Stephen Brand a little about this but wanted to come before the board. He showed and explained the mapping used to locate their grave sites. Mr. Waters stated that if someone comes in the cemetery looking for a certain name, we can go in the computer click the name and it pulls up the section and a grave lot. He stated with that we then must use the printed maps to find the grave. Mr. Waters stated that he spoke to Brain Drown a little bit and he thought they might be capable of using the printers at Engineering. He stated that the cemetery had a webinar with a database company to try to get his on the computer. Mr. Waters explain to do so we will need to have all our maps scanned to the computer. He stated in the meantime he was hoping to work something out with Engineering to get the maps printed and scanned. Mr. Waters stated that they would entertain working out a few and would always accept help. Mr. Brand stated that they are looking to digitize the documentation at Beech Grove Cemetery and are asking if the Muncie Sanitary District Engineering Department resources could be utilized to assist in that to keep the cost down in the city. Mr. Waters stated that is correct. Mr. Brand stated that Mr. Waters is asking us to establish a reasonable rate that we would perform a service like that, like how we do the mechanic work for the police and fire departments. Mr. Water stated that is correct and explained that he had a private contractor come in to do the same as explained and it was going to be costly. Mr. Leach stated in lieu of the Sanitary District establishing a rate, the engineering department for the city has a plotter and a scanner too. He stated that he can print them too. Mr. Brand stated that if it does not work out with the city, the Sanitary District would be willing to establish a rate and try to support. Mr. Waters stated that he would report back to his Board and get in contact about working with Mr. Leach's resources.

3. Phil Reagon, Superintendent of Sanitation, stated that this Saturday one of the trash trucks out at a fraternity for the Secret Santa Families fundraiser. He stated that Secret Families like to raise about \$650 for each family so this Saturday from 11 am to 2 pm a Sanitation truck will be there. Mr. Brand stated that the trash truck will be pulled for time by teams organized by the fraternity, to help raise funds for Secret Families.

Adjourn: Mr. Brand stated our next regularly scheduled meeting will be held on Wednesday, November 16, 2022, at 11:30 a.m. in the City Hall Auditorium. Mrs. Brothers-Bridge stated she would accept a motion to adjourn. Mrs. Brothers-Bridge made a motion to adjourn the meeting for November 2, 2022. Mr. Leach seconded the motion. The motion was approved (4-0).

Respectfully Submitted,



Maggie Bales, 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