

Board Minutes for the Board of Sanitary Commissioners Meeting of March 6, 2024

THE BOARD OF SANITARY COMMISSIONERS conducted a regularly scheduled meeting.

Board members present; Stephen Brand, President; Adam Leach, Vice President; Aaron Clark, Board Member; and David Smith, Board Member. Excused absences: Tim Overton, Board Secretary.

Department managers and staff present; Rick Conrad, District Administrator; Joe Rhetts, Legal Counsel; Deana Cox, Financial Manager; Chuck Jones; BWQ Director; John Anderson, District Engineer; Jason Donati, Sanitation Superintendent; Thom Noble, Director of Engineering; Tim Stover, IT Administrator; Jason Ingram, WPCF Superintendent; Melanie Lanich, Insurance; Laura Bowley, BWQ Surveillance; and Maggie Bales, Executive Office Manager.

Public present: None.

Consideration of Minutes: Mr. Brand entertained a motion to approve the minutes as presented. Mr. Leach moved to approve the Board Meeting Minutes as submitted for the meeting of February 21, 2024. Mr. Clark seconded the motion. The motion was passed (4-0).

Consideration of Claims: Mr. Brand entertained a motion to consider the register of claims totaling \$811,658.52. Mr. Leach stated on page fourteen of fifteen there is a claim in the amount of \$9,000 from ADM Real Estate for the professional services related to purchasing the property. He stated that this is for title search, title closing, and realtor fees. Mr. Brand stated on page seven the Water Pollution Control Facility is listed for road salt. He stated that we help the city by paying part of the invoice as this is a specific kind of salt that is friendly to our navigable waterways. Mr. Brand stated a claim on page seven for polymer for the belts in the amount of \$19,890.00 which is quoted annually. He stated a claim on page nine of fifteen there is a claim for weed killer for street sweepers in the amount of \$12,849.44. Mr. Brand stated this allows the sweeper trucks to spray weed killer to help maintain the roadways. He stated that it is also the correct kind of weed killer that is appropriate for when rain comes, and it runs off into storm sewers it does not do harm. Mr. Smith moved to approve the consideration of claims. Mr. Leach provided second. Motion passed (4-0).

District Administrator Update – Mr. Conrad acknowledged Jackie Bartling on her retirement from the Sewage Billing Office after 46 years of service. He stated that Jackie is a genuinely kind person who was not only knowledgeable in her position but also provided exceptional service. Mr. Conrad stated that she will be missed on a professional level and by many of the employees. He wished her the best. Mr. Clark thanked Jackie for her service to MSD and its customers. Mr. Brand stated a congratulations to Jackie on her retirement.

Department Head Update – None.

Old Business: None.

New Business:

1. Approval of the Revised Stormwater Ordinance – Laura Bowley. Mrs. Bowley stated that the resolution is before the board for their approval. She stated that this resolution was passed the same document as an ordinance through Delaware County and this resolution would be following that same document. Mrs. Bowley stated that this is what was proposed at a meeting prior. She stated that this is an agreement to follow the same document within the Muncie jurisdiction. Mrs. Bowley stated that this document has been reviewed by Yorktown and Ivy Tech who are in agreement and will be passing it in a

similar fashion. Mr. Brand thanked Laura and Courtney for the work they put into this MS4 revision. He stated that they hosted and facilitated multiple meetings with county commissioners, Ivy Tech, and Yorktown. Mr. Brand stated that the community partners kept things on track as this is a time sensitive that has to be done by June. Mr. Brand entertained a motion to approve the ordinance as presented. Mr. Brand moved to approve. Mr. Leach provided second. Motion passed (4-0).

2. Amendment to 2024 Salary Resolution – Rick Conrad. Mr. Conrad stated that this resolution is the result of a proposal that was introduced at the last meeting, to combine our Engineering Department with our Sewer Maintenance Department. He stated that this is almost entirely an organizational change that will hopefully help increase communication and efficiency, but it also results in the needing to change the salary resolution. Mr. Conrad stated that the amendment removes redundant positions. He stated that no positions are being eliminated and no jobs are being lost or added this is strictly organizational. Mr. Conrad stated that this is not changing the budget either. He stated that this is a flow chart issue to help improve the efficiency in responding to issues. Mr. Conrad explained that there are two other changes that are being added at the same time. He stated one is to make the Board Vice President salary range the same as the Board President salary range. Mr. Conrad stated that the Sustainability Coordinator position will be removed from this as well. He explained that this was the position of Jason Donati who will still carry these responsibilities as Superintendent of Sanitation. Mr. Leach stated for clarification that no one is losing their job, and no one is getting paid less, the status quo is maintained, and the organizational chart is updated. Mr. Brand stated that the Vice President salary range change request the same as President was made by him as the Vice President serves in the same capacity when the president is not available. Mr. Brand entertained a motion to approve the amendment to the 2024 salary resolution as presented. Mr. Clark made a motion. Mr. Smith provided second. Motion passed (4-0).

Additional Board Topics:

1. Mr. Leach acknowledged Tim and Dustin in IT for their efforts in getting Cartegraph up and running. He stated that there is more to go with Cartegraph and they are researching HR software. Mr. Leach stated that they put in the work to keep things going.

2. Mr. Brand stated that we do not take televisions in the trash because it is an electronic that we do not dispose of. He stated that these can be taken to ECR. Mr. Brand suggested that if your trash is consistently only halfway full to maybe only take it out every other week as opposed to every week. He stated that this could help with fuel costs and save on detriments to the environment. Mr. Brand stated that this could help make the routes more efficient, save on fuel costs, and help with the environment.

Public Comments:

1. Troy Waters, Superintendent of Beech Grove Cemetery, stated that Stephen Brand asked him to give an update on what has happened since the last meeting. He stated that he has been keeping track as everybody goes out there and the first couple days, he was out there with them. Mr. Waters stated this week he has not been able to be out there with them but where they started at is the area where we had problems with flooding, and they came out there to southwest two S96 inlet there right in front of the mausoleums where it floods. He stated this is the same one that they had been out there before in the past and they would get 160 feet in. Mr. Waters stated they got roughly 290 feet, cleaned it out. He stated they moved to another inlet and went north about 40-50 feet and then dug down right there. Mr. Waters stated there was a separation in the pipe. He stated there was a camera guy out that day locating every 25 feet. Mr. Waters stated they went past that one and they got 80 feet that day. He stated that he started hand digging to the pipe and found that the pipe looked good. Mr. Waters stated on Monday the 4th a VacCon truck came out and cleaned about 130 feet in the same line. He stated that the pictures show the pipe that looks like it goes into a blind tee and this is probably where the rodder stops. Mr. Waters stated that it

probably needs an inlet right there for it to be right. He stated that even if they took the chance to try to dig it out it probably needs a structure to make it right. Mr. Waters provided photos of the area that was flooding the worst. He stated that the photos show that it is improving. He provided an example of what happens when the flooding does not get fixed. Mr. Waters stated that hopefully we can continue on and appreciates the help from everyone. Mr. Clark thanked Mr. Waters for working with our crews. Mr. Leach expressed appreciation to Thom for donating about \$5,000 worth of MSD services which if you contract it would probably be about \$15,000 to \$20,000. Mr. Smith thanked our crews for their efforts and thanked Mr. Waters. Mr. Brand stated that he allowed Mr. Waters to go more than 3 minutes because he invited him. He stated that it was mentioned an inlet or catch basin, is that something that you will do or how does that get completed. Mr. Waters stated that originally it was discussed with Tim and David about getting a project started out there. He stated that it was brought to him as it is city property that it needs a project. Mr. Brand asked Mr. Smith to follow up with Rick and Thom. Mr. Waters stated that Tim has talked to him starting May 2nd of last year on these conversations. He stated that it was told to him that it needs to be a project.

2. Jason Donati, Superintendent Sanitation and Recycling, stated that the screening applications for neighborhood cleanups are on the website. He stated that we are looking for any neighborhood association to apply for neighborhood cleanup. Mr. Donati stated that we will pick up on three dates in May: May 4th, May 11th, and 18th. He stated the process is that if a neighborhood association would like to lead a spring neighborhood cleanup, they would go to our website and would apply providing the Saturday that works best for them and then we try to figure out how to work that out to work with the neighborhoods. Mr. Donati stated that those applications are on the website, munciesanitary.org. He stated the deadline to turn those in is April 1st. Mr. Donati stated that free shred week is April 22 through April 26 where residents can take shredding materials to ECR between 8 am and 1 pm with up to 50 boxes of material. He stated that Mr. Brand is absolutely correct about the televisions. Mr. Donati stated that to his understanding it is against state law to put electronics or anything with a cord into a trash toter. He stated that those can be taken to ECR, or special assistance can be provided by calling 765-747-4865.

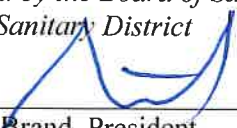
Adjourn: Mr. Brand stated our next regularly scheduled meeting will be held on Wednesday, March 20, 2024, at 11:30 a.m. in the City Hall Auditorium. Mr. Brand stated he would accept a motion to adjourn. Mr. Leach made a motion to adjourn the meeting for March 6, 2024. Mr. Smith seconded the motion. Motion passed (4-0).

Respectfully Submitted,




Maggie Bales, Executive Office Manager

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



Stephen Brand, President

Tim Overton, Secretary

Adam Leach, Vice President

David Smith, Board Member

Aaron Clark, Board Member