

Board Minutes for the Board of Sanitary Commissioners Meeting of April 3, 2024

THE BOARD OF SANITARY COMMISSIONERS conducted a regularly scheduled meeting.

Board members present; Stephen Brand, President; Aaron Clark, Board Member; and David Smith, Board Member. Excused absences: Adam Leach, Vice President; and 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; Melanie Lanich, Insurance; and Maggie Bales, Executive Office Manager.

Public present: None.

Consideration of Minutes: Mr. Brand entertained a motion to approve the minutes as presented. Mr. Clark moved to approve the Board Meeting Minutes as submitted for the meeting of March 20, 2024. Mr. Smith seconded the motion. The motion was passed (3-0).

Consideration of Claims: Mr. Brand entertained a motion to consider the register of claims totaling \$691,384.91. Mr. Brand stated a claim on page four for the clothing allowance for employees totaling \$4,341.50 to Outfitter. He stated a claim to Carrigan Oil in the amount of \$6,397.83. Mr. Brand stated a claim on page five of thirteen, a claim to US Architects in the amount of \$6,480.00 for the plans of the Engineering building. He stated a claim on page seven of thirteen for work done at the McCulloch lift station, one claim for \$26,725.00 for the motor and one claim for \$40,929.50 for replacement variable frequency drives. Mr. Brand stated a claim on page eight to Xylem Water Solutions for plant pump preventative maintenance in the amount of \$18,514.70. He stated a claim for a VFD rental for the McCulloch Park lift station in the amount of \$3,909.29. Mr. Brand stated a claim on page eleven in the amount of \$15,000 for the Vision 2027 pledge sponsorship for the Delaware Advancement Corporation. Mr. Smith moved to approve the consideration of claims. Mr. Clark provided second. Motion passed (3-0).

District Administrator Update – Mr. Conrad provided an update from Monday, April 1, where Muncie Sanitary District Sanitation and Recycling and Engineering Departments worked with the City Building Commissioner, the Parks Department, and the County Highway Department to help clean up the abandon housing camp on the banks of the river near Tillotson Overpass. He stated Jason Donati and crew, and Ed Lowe and crew did a great job of getting that cleaned up. Mr. Conrad stated they were able to expand that to the other side where some trash had accumulated. He stated that other areas will be looked at throughout the city like Pershing and Seymour, Memorial near Buck Creek. Mr. Conrad stated that this week Muncie received about two and a half inches of rain which has led to several flooding issues. He stated that the Engineering Department has been busy responding to calls across the city to keep storm drains flowing quickly. Mr. Conrad stated as a reminder to keep storm drains clear of debris when possible. He stated there is more rain forecasted and the ground is saturated so even a little rain will lead to more flooding. Mr. Conrad stated clean drains will help move the water. He stated that MSD has begun posting that the sewer bills will have a 3.25% credit card service fee beginning in July. Mr. Conrad stated the ACH payment method is a way to bypass those fees. Mr. Clark stated for clarification that we are not profiting from the fee; it is something we pay now. Mr. Conrad stated that is correct.

Department Head Update – Jason Donati, Sanitation and Recycling Superintendent. Mr. Donati stated that the spring neighborhood clean ups are coming up where the staff and neighborhood volunteers can work together to clean up other areas. He stated that letters were sent out to the contacts of neighborhood associations asking them to apply for a cleanup with a deadline. Mr. Donati stated that we

received nine neighborhoods wishing to participate. He stated three Saturdays are selected in May for neighborhoods to choose which is best for them. Mr. Donati stated the first clean up will be Saturday May 11 in the neighborhoods Riverside Normal City, Whitely, McKinley, Industry, and South Central. He stated the second cleanup will be May 18th including neighborhoods East Central, Morningside, Thomas Park Avondale, and Old West End. Mr. Donati stated those cleanups will take place at the selected locations from 8 to 11:30 am. He stated we provide one trash truck, maybe two and a Peterson truck with staff to help with cleaning up. Mr. Donati stated we do not accept tires, but the neighborhood can collect tires and have someone with a pickup truck take them to ECR with a list of addresses. He stated each household can dispose of six tires for free. Mr. Donati stated that each neighborhood is asked to provide at least six volunteers per truck. He stated the Muncie Action Plan IDEA conference gives out awards to the neighborhood with the most tonnage based on the report given. Mr. Donati stated some neighborhoods walk the areas prior to the clean up to make sure nothing gets missed. He stated that the Sanitation and Recycling Department will be helping with trash totes at the Fairgrounds and Connon Commons for April 8th activities. Mr. Donati stated he partnered with Muncie Noon Rotary and the Muncie Sunrise Rotary for a pre-eclipse McGalliard gateway cleanup. He stated there were about 15 to 20 volunteers and we pulled about 20 bags of trash out. He stated there is a post eclipse clean up with Muncie Clean and Beautiful, location is to be determined based on how much trash might be somewhere that we will help and assist with. Mr. Clark asked if Mr. Donati would be at the Housing Summit. Mr. Donati stated yes with a table and some code enforcement officers will be there as well. Mr. Clark thanked Mr. Donati for organizing the neighborhood clean ups. Mr. Brand stated Yorktown has their cleanup this week and they do take tires but only for Yorktown addresses. Mr. Donati stated that is correct. He stated we assist with some of their clean up days especially tox away days because our Household Hazardous Waste program covers the entire county. Mr. Brand clarified that the May 4th date for neighborhood cleanup is not available. Mr. Donati stated that is correct because only nine neighborhoods are participating. Mr. Brand asked for clarification as to what neighborhoods should do with hazardous waste on May 11th and May 18th. Mr. Donati stated that the neighborhood associations will do an orientation to be notified that we will not collect those materials, or it should not be mixed in to the collected items. Mr. Brand stated that the County Highway Department was included in the cleanup efforts at the Tillotson Overpass. Mr. Donati stated that is correct, it was a collaborative effort. Mr. Brand stated that with all the rain we encourage people to keep lids closed on totes. He asked what someone should do if they have a broken toter. Mr. Donati stated they can call 765-747-4865 and request a toter replacement or a lid replacement. He stated that someone will go out that day or the next day and repair the toter accordingly. Mr. Donati stated there is also a form on the website people can request through. He stated that the drivers will also keep an eye out.

Department Head Update – Thom Noble, Director of Engineering. Mr. Noble stated that door hangers have been designed and made for notification for street sweeping. He stated this is intended for the areas with a lot of on street parking to allow an opportunity to sweep curb to curb. Mr. Noble stated rain days will be utilized to pick neighborhoods and hang door hangers with a date set for street sweeping so people have a chance to move their vehicles. He stated a rain date will be provided for the intended date as well. Mr. Noble stated April 9th it is intended to sweep in the Shedtown area from 12th Street to 19th Street, Rochester to Hoyt. He stated our hope is to get 50% of the vehicles to move. Mr. Noble stated issues on Elsie from last year were discovered to be an old eight-inch clay tile was dilapidated and needing to be replaced and that some homes were still hooked to septic and then hooked to a different six-inch line on the opposite side of the road. He stated that this is 100% an Engineering job with survey, drawing, and now crew mobilizing out there. Mr. Noble stated that as of today 150 feet of new eight inch sanitary has been set. He stated the first homes will be tied in today or tomorrow. He stated these will also be tracked with Cartegraph. Mr. Noble stated a crew was sent out to Beech Grove to see the status after the maintenance work. He stated that there was not substantial flooding in areas that have inlets. Mr. Noble stated that there was some flooding in areas off to the side of the road with no inlets. He stated that the maintenance work has helped that area tremendously. He stated that the river is full and there were

multiple calls with flooding, so it was great to see that there was no issue there. Mr. Brand asked if there was more work to do at Beech Grove. Mr. Noble stated that once the wet spell ends there is a line that we would like to continue tracking to see where it goes. Mr. Brand asked the status of the third construction crew. Mr. Noble stated that the third crew is out on Elsie, and we are still interviewing and looking to filling the positions.

Tabled Business:

1. Consideration of Baker Tilly Scope of Work. Remain tabled.

Old Business: None.

New Business:

1. Approval of Sales Agreement with McMahon Truck Centers – Rick Conrad. Mr. Conrad stated the Engineering Department has a dump truck that is about 30 years old, and it has developed some serious concerns including cracks in the frame. He stated that it needs replacement, and we found a comparable replacement through McMahon Truck Centers. Mr. Conrad stated the purchase price is \$217,199.00 after the government discount. Mr. Clark stated that this is a good price and there is limited availability in the state. Mr. Smith stated that he is in favor of making the purchase. Mr. Brand stated that he went out to look at the truck and it was worse than he expected. He stated there are many repairs and cracks in the frame. Mr. Brand stated that this truck has not always been a dump truck. Mr. Noble stated that it was a roll off converted to a dump truck. Mr. Brand stated that it also had an accident and was repaired again. He asked for clarification on what will happen to the old truck. Mr. Conrad stated that it would be sold through Gov Deals. Mr. Brand asked if there were any other terms or conditions that come with this. Mr. Conrad stated no, that is everything. Mr. Brand asked if the board was approving Mr. Conrad to sign. Mr. Conrad stated yes, the purchase agreement has to be approved by the board and then signed by him. Mr. Brand made a motion to approve the buyer's order presented in the amount of \$217,199.00 providing Rick Conrad the authority to sign the buyer order. Mr. Smith provided second. Motion passed (3-0).

Additional Board Topics:

1. Mr. Brand stated that we do not get this much rain very often, the last big rain was back in July. He stated that for those around the river it is moving quickly so stay away from it. Mr. Brand stated that if you were to get in that, one would want out of it quickly.

Public Comments:

Adjourn: Mr. Brand stated our next regularly scheduled meeting will be held on Wednesday, April 17, 2024, at 11:30 a.m. in the City Hall Auditorium. Mr. Brand stated he would accept a motion to adjourn. Mr. Smith made a motion to adjourn the meeting for April 3, 2024. Mr. Clark seconded the motion. Motion passed (3-0).

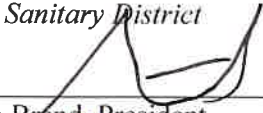
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Respectfully Submitted,




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