

Board Minutes for the Board of Sanitary Commissioners Meeting of July 10, 2024

THE BOARD OF SANITARY COMMISSIONERS conducted a regularly scheduled meeting.

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

Department managers and staff present; Joe Rhetts, Legal Counsel; Chuck Jones; BWQ Director; Jason Donati, Sanitation Superintendent; Thom Noble, Director of Engineering; John Anderson, District Engineer; Deana Cox, Financial Manager; Jason Ingram, WPCF Superintendent; 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. Leach moved to approve the Board Meeting Minutes as submitted for the meeting of June 26, 2024. Mr. Overton seconded the motion. The motion was passed (5-0).

Consideration of Claims: Mr. Brand entertained a motion to consider the register of claims totaling \$1,076,954.99. Mr. Leach stated a claim in the amount of \$150,000 from the City of Muncie to the Muncie Sanitary District that pays per an agreement between the Department of Public Works and the Muncie Sanitary District for patching and paving services. He stated a claim in the amount of \$208,727.00 from ARP funds for the Hoyt Avenue improvements project. Mr. Brand stated two claims on page four for levee mow number six and seven both in the amount of \$14,500.00. He stated a claim on page eleven to United Consulting for the oversight on bond projects in the amount of \$62,657.71. Mr. Brand stated two claims to Greeley and Hansen in the amounts of \$10,872.20 and \$1,919.82. Mr. Smith moved to approve the consideration of claims. Mr. Leach provided second. Motion passed (5-0).

District Administrator Update – None.

Department Head Update – None.

Old Business: None.

New Business: None.

Additional Board Topics:

1. Mr. Leach stated as a reminder to watch out for the construction barrels and workers wearing the bright safety colors working on or near the roadways. He stated to be aware and try to be safe.
2. Mr. Brand stated as a reminder that the Sanitation Department picks up trash 364 days a year, even on days like today when it is only a good day if you are a duck. He stated as a reminder that we are conducting a cost-of-service study in the Sanitary District right now and an update is to come from Baker Tilly soon. Mr. Brand stated that we held a continuous improvement workshop with the Department Heads and the District Administrator and a number of ideas for continuous improvement as it relates to revenue generation and/or cost savings. He stated that he looks forward to the list collated and quantified in terms of dollars and cents.

Public Comments: None.

Adjourn: Mr. Brand stated our next regularly scheduled meeting will be held on Wednesday, July 24, 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 July 10, 2024. Mr. Leach seconded the motion. Motion passed (5-0).

Respectfully Submitted,

Maggie Bales
Maggie Bales, Executive Office Manager

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

Stephen Brand
Stephen Brand, President

Tim Overton
Tim Overton, Secretary

Adam Leach
Adam Leach, Vice President

David Smith
David Smith, Board Member

Aaron Clark
Aaron Clark, Board Member