

Board Minutes for the Board of Sanitary Commissioners Meeting of September 4, 2024

THE BOARD OF SANITARY COMMISSIONERS conducted a regularly scheduled meeting.

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

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

Public present: None.

Public Comments: 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 August 21, 2024. Mr. Smith seconded the motion. The motion was passed (3-1).

Consideration of Claims: Mr. Brand entertained a motion to consider the register of claims totaling \$953,655.20. Mr. Smith stated a claim on page three to Martin Supply Company for 36-inch traffic cones in the amount of \$690.00. He stated these will help provide safety for staff doing work on the road. Mr. Smith stated a claim on page eleven to Bowen Engineering for pay application number 35 in the amount of \$198,946.00. He stated claim to J.G. Case Construction for Aultshire drainage improvements in the amount of \$71,058.80. Mr. Smith stated a claim to Greeley and Hansen for \$50,795.20. Mr. Brand stated a claim on page seven to Shambaugh and Son for a groundwater remediation project at the Water Pollution Control Facility in the amount of \$17,683.02. He stated a claim to B.L. Anderson for splitter box work, two invoices in the amount \$2,969.95 and \$13,420.89. Mr. Brand stated a claim to Gripp, INC for the temporary flow study on 350 North in the amount of \$4,320.00. He stated a claim on page eleven to Flatland Resources for the Storer project in the amount of \$19,863.86. Mr. Brand stated a claim to Muncie Delaware Clean and Beautiful for the White River cleanup sponsorship in the amount of \$5,000.00. Mr. Smith moved to approve the consideration of claims. Mr. Clark provided second. Motion passed (4-0).

District Administrator Update – Mr. Conrad stated there are no traffic closures related to MSD work. He stated the McColloch Park upgrade project is in progress and is going well. Mr. Conrad stated next week MSD will meet with FEMA regarding the levee systems in Muncie. He stated that the Sanitary District does maintain the levees throughout Muncie. Mr. Conrad stated there is constant work being done to keep them in acceptable shape for the Army Corps of Engineers and FEMA.

Department Head Update – Jason Donati, Superintendent of Sanitation and Recycling. Mr. Donati stated that currently Sanitation runs 17 routes per day. He stated that Thursday's and Fridays are 18 routes per day. Mr. Donati stated that is four Peterson routes, nine trash routes, the downtown route truck, and four to five recycling routes per day. He stated that two new automated libre trucks are scheduled to come in February of 2025. Mr. Donati stated that another application was submitted for the Recycling Market Development Board Grant from the Indiana Department of Environmental Management. He stated that in 2024 we were received a grant that helped pay for the bodies of two recycling trucks and some toters. Mr. Donati stated that this year we applied for wo bodies of two recycle trucks, our match would be to buy the chassis and cab for those trucks. He stated that the response for that will come in late October. Mr. Donati

stated that applicants are invited to present and speak at the board meeting and the vote to award the grant is decided in that meeting. He stated the hope is to receive the grant which would allow Sanitation to get four new trucks in February of 2025. Mr. Donati stated the truck replacement schedule would continue. He stated that a lot of the trucks were purchased when the CNG Greenline station was put in. Mr. Donati stated that this has put us behind in the replacement schedule as only one or two have been purchased at a time. He stated that ideally eight new trucks are needed to replace the old and add one recycle truck. Mr. Donati coordinated with the lead mechanic, Rick Wright, to highlight the last two months in repairs for some of the older trucks. He stated that these are usually emergency breakdowns where the truck needs to be worked on and back on the route as quickly as possible. Mr. Donati stated there is one extra libre that can be sent out, but when there are multiple trucks broken down at the same time it creates an issue. He stated the average lifespan is ideally five years or five to seven years at most. Mr. Donati stated that these are 2013 trucks, so they are pushing 10 to 11 years of service. He stated in some of the older trucks the beds are leaking even after replacing the beds of the floors and/ or doing repairs. Mr. Donati stated libre trucks are not supposed to leak when trash is picked up. He stated he provided a target replacement schedule including four in 2025, two new trucks in 2026, two new trucks in 2027 and then begin thinking of replacing Peterson trucks and grapple trucks. Mr. Donati stated that Sanitation is working to establish Cartegraph. He stated that office staff is working on inputting past tickets into the system where it connects to the database with addresses to begin tracking the data. Mr. Donati stated that office staff is also working on taking current calls, creating paper tickets, and inputting the information into Cartegraph to get familiar with the system. He stated that we are working with the IT department to get tablets set up for the dispatch system through Cartegraph. Mr. Donati stated fall neighborhood cleanups are coming first on Saturday, September 7th from 8:00 am to 11:30 am with neighborhoods Old West End, Industry, South Central and Thomas Park Avondale. He stated the second will be Saturday, September 14th from 8:00 am to 11:30 am will be neighborhoods Whitely, McKinley, and Forest Park. Mr. Donati stated on Saturday, September 14th the 17th annual White River Cleanup will take place with headquarters at Westside Park, 8:00 am to 12:00 pm. He stated volunteers and crew leaders are still needed. Mr. Donati stated the river depth is a concern at this time and the actual plan is to be determined. He stated registration is open on the beatifulmuncie.org website. Mr. Donati stated Sanitation and Recycling does a lot of special events in Muncie including Connon Commons events, the \$2 Tour of the Village, the Delaware County Fair, Fire Up Downtown, Bridge Dinner, Old Washington Street Fest, the Soup Crawl, Eco Rehab Fundraiser, Recovery Café Fundraiser, South Central Neighborhood Pocket Park Party, United Daycare Touch-a-Truck, and the Unio Chapel party in the parking lot. He stated that we get a lot of requests for community events where we drop off toters, empty them and pick them back up after the event. Mr. Donati stated that Code Enforcement is going well, they are very busy. He stated that recently the officers met with Campus Rentals, a property management group, related to issues on campus. Mr. Donati stated during move in and move out times, campus can be littered with material on the road. He stated that Code Enforcement is making an effort to work with the property management groups to make them aware of our resolutions and code. Mr. Donati stated that Code Enforcement provides them with a packet with resolutions and service charges that can occur if the material is not handled properly out on the curb. He stated that success with the meetings has already been seen. Mr. Donati stated that leaf season is approaching with updates and information to come in the future. He stated that Sanitation and Recycling has 48 employees, 46 full-time and 2 part-time. Mr. Donati stated two part-time truck washer employees recently went through the Ivy Tech CDL Class B class and received their license where they then accepted full-time positions as automated operator technicians. He stated that there is one opening for an Automated Operator Technician and a Mechanic position. Mr. Donati celebrated his employees, he stated he has great employees who do a great job from in the office to out on the street. He stated that employees are out on the road driving by people's houses every day. Mr. Donati stated the mechanics, truck washers, office staff; everyone does a great job, and he is grateful to have them. Mr. Clark echoed the appreciation of the employees at Sanitation and Recycling. He thanked Mr. Donati for the replacement schedule. Mr. Clark stated that neighborhood cleanups are very important and are a huge benefit to our neighborhoods. He stated that he has had great experience with the White River cleanup and thinks that is a good way to

get involved and help clean up an important resource for our community. Mr. Overton appreciates the good work. He asked the percentage of the 46 full-time employees who end up getting overtime. Mr. Donati stated that he would have to report back with that information. Mr. Smith clarified that we do pickups on Saturday and Sunday and asked what those are. Mr. Donati stated weekend pickups are those special events not residential pickups. He stated that those might include neighborhood cleanups, White River clean up, the fair, Fire Up Downtown, etc. Mr. Donati stated as a reminder that the Sanitation Department collects trash every holiday that is mandatory, except Christmas. Mr. Brand thanked Mr. Donati for his work on grants and asked Mr. Donati to thank all the employees of Sanitation and Recycling. He stated that he has received several good comments on the politeness and helpfulness of the employees.

Old Business: None.

New Business: None.

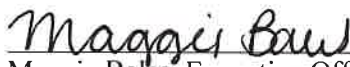
Additional Board Topics:

1. Mr. Brand stated that he and Mr. Conrad attended the exit conference for the State Board of Accounts for the City of Muncie and the Sanitary District where there were no findings specific to the Sanitary District. He stated that is great news and would like to keep that up.

Public Comments: None.

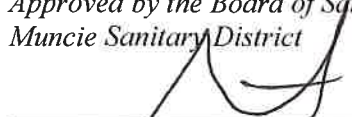
Adjourn: Mr. Brand stated our next regularly scheduled meeting will be held on Wednesday, September 18, 2024, at 11:30 a.m. in the City Hall Auditorium. Mr. Brand stated he would accept a motion to adjourn. Mr. Overton made a motion to adjourn the meeting for September 4, 2024. Mr. Smith seconded the 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