

Board Minutes for the Board of Sanitary Commissioners Meeting of October 30, 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;** Rick Conrad, District Administrator; Joe Rhetts, Legal Counsel; Thom Noble, Director of Engineering; Jason Donati, Sanitation Superintendent; Chuck Jones, Director of BWQ; Jason Ingram, WPCF Superintendent; Tim Stover, IT Administrator; Deana Cox, Financial Manager; John Anderson, District Engineer; Melanie Lanich, Insurance Administrator; and Maggie Bales, Executive Office Manager.

**Public present:** William Fredrick.

**Public Comments:**

1. Mr. Fredrick stated that a sewer bill was received for 3715 South Mock Avenue. He stated that the property was purchased in 2017 to be rehabbed. Mr. Fredrick explained that no one lived in it years prior and it had a bunch of back sewer bills. He stated that everything was paid up to date. Mr. Fredrick stated that he came to the billing office, and it was explained to him that because it was inhabitable there would not be a sewer bill charged. He stated that the sewer lines were located for gas main installations where pictures were taken. Mr. Fredrick explained that the property had two garages and no house on it. He stated that one garage was demolished, and the property was cleaned up. Mr. Fredrick stated that the other garage was fixed this year, and it was thought that someone was living in it. He stated that his son does woodworking in it. Mr. Fredrick stated that there is no sewer in it and no water in it. He explained that the property is on a well and the well tank and pump has not worked for years with no power to it and the water lines are frozen and busted. Mr. Fredrick provided pictures and an article from the news paper to prove what the property is. He stated that he feels he does not need to pay a sewer bill on this house. Mr. Fredrick stated that they have rehabilitated other properties in the area in the past including 3710, 3708, and 3711. He stated that he has had the sewer bills excused until the rehabilitation is done. Mr. Fredrick stated that once the properties were done, he came to the billing office to be put back on billing. Mr. Brand stated for clarification that Mr. Fredrick is asking the board to review the situation with the position that no water is being used therefore no water is being discharged and the sewer bill would be forgiven. Mr. Fredrick stated that is correct. He stated that it takes about seven years for him and his son to rehabilitate a property. Mr. Brand thanked Mr. Fredrick for fixing up the neighborhood and for his comments. He stated that the right folks are in the room today and asked Mr. Fredrick to stay until the end to speak with them.

**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 October 16, 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 \$1,243,926.20. Mr. Brand stated a claim on page three of thirteen to East Central Recycling in the amount of \$124,349.26 for general MSD, Parks Department, and household disposals. He stated that clothing allowance claims were high. Mr. Brand stated a claim on page five of thirteen to Corrigan Oil, Inc. in the amount of about \$6,000.00. He stated a claim on page six to East Central Recycling in the amount of \$5,800.40 for sweeper and general dumping. Mr. Brand stated a claim on page eight of thirteen to Chemtrade for liquid aluminum sulfate in the amount of \$5,425.38. He stated a claim on page nine for landscaping in a wetland area in the amount of \$5,800.00 to Harris Landscape Services. Mr. Conrad

clarified that this is for trees at the wet weather basin at WPCF. Mr. Brand stated this is replacement of previous trees that were planted and died. He stated on page eleven that BWQ purchased a vehicle from All American Chevrolet in the amount of \$43,061.53. Mr. Brand stated on page eleven to Baker Tilly for the cost-of-service study in the amount of \$34,530.00. Mr. Smith moved to approve the consideration of claims. Mr. Leach provided second. Mr. Clark abstained from the vote. Motion passed (4-0).

**District Administrator Update** – Mr. Conrad stated traffic updates for the closure of CSO 13 with lane restrictions on the eastbound lane of White River Boulevard near South College. He stated that eastbound traffic will be shifted to the middle turn lane and westbound traffic will have no changes. Mr. Conrad stated that this will begin on Monday and end by the end of next week. He stated that the leaves are beginning to fall so leaf season pickups will begin November 6<sup>th</sup>. Mr. Conrad stated that leaf pickups will occur on Wednesdays and Saturdays. He stated that leaves need to be bagged and placed by the curb. Mr. Conrad stated that we appreciate those who bag them in paper bags, this is not a requirement. He stated leaves in plastic bags have to be removed from the bags so they can be recycled appropriately. Mr. Conrad stated that rain is anticipated and to keep an eye out on storm drains to ensure they are clean of debris. He stated that there will be a Truck or Treat event at the Sanitation facility on October 31<sup>st</sup> from 3 pm to 5 pm. Mr. Conrad stated that this is an indoor event.

**Department Head Update** – None.

#### **Old Business:**

1. Mr. Brand entertained a motion to cancel the last meeting for December 25, 2024. Mr. Overton moved to approve. Mr. Smith provided second. (5-0).

#### **New Business:**

1. **2025 Revenue Budget.** Mr. Conrad stated that the revenue budget is fund 611 with a proposed budget of \$28,023,954.00. He stated that this is about \$800,000 more than 2024 and is less than 2023. Mr. Conrad stated that sixty percent of that increase is the result of health insurance increases and twenty percent of that increase is related to salary increases. Mr. Brand entertained a motion to approve the revenue budget as presented. Mr. Leach moved to approve. Mr. Smith provided a second motion. Motion passed (5-0).

2. **Resolution 2024-17 Salary Resolution for 2025.** Mr. Conrad stated that resolution 2024-17 will set pay scales and salaries for 2025 that reflects a three percent increase for all pay and salaries other than part-time pay. Mr. Leach stated that it is relatively modest in line with what is in the local area. He stated that it is two percent more than what is proposed for the city. Mr. Leach stated that we have been fairly good about doing raises annually through the high inflation so that is why this year is a little less than previous years. He stated that we have a wage scale with a top and bottom end on each position. Mr. Brand stated that this is a modest increase compared to local entities. He stated that when the budget process was underway it was discussed to do a lump sum, but the percentage increase was the best fit. Mr. Brand entertained a motion to approve the salary resolution as presented. Mr. Smith moved to approve. Mr. Clark provided second. Motion passed (5-0).

3. **2025 CNG and Stormwater Budget.** Mr. Conrad stated that the board is asked to approve the Stormwater and CNG fuel station budgets. He stated that the total for the Stormwater fund is \$9,380,000 which is down roughly \$3 million from 2024. Mr. Conrad stated that this is based on anticipated projects for 2025. He stated that the total for the CNG fuel station is \$460,000.00 which is about \$110,000 less than 2024. Mr. Brand clarified that the Stormwater budget is about \$3 million less than the 2024 budget. Mr. Conrad stated that is correct. Mr. Brand entertained a motion to approve the Stormwater and CNG

budget as presented. Mr. Leach provided a motion to approve. Mr. Clark provided a second motion. Motion passed (5-0).

**4. 2025 Board of Sanitary Commissioners Meeting Schedule.** Mr. Conrad stated that the proposed board schedule for 2025 is basically identical to 2024. He stated that the meetings will be held on Wednesdays two weeks apart at 11:30 am in the City Hall auditorium. Mr. Conrad stated that the last meeting has been left off which would fall on December 24, 2025, the Christmas Eve holiday. Mr. Brand entertained a motion to approve the 2025 meeting schedule. Mr. Clark moved to approve. Mr. Overton provided the second motion. Motion passed (5-0).

**5. 2025 MSD Holidays.** Mr. Conrad stated that these are unchanged from 2024 with the exception of the two election days. He stated that this includes fourteen holidays, including two for Thanksgiving and two for Christmas. Mr. Leach stated that this matches the City's. Mr. Brand entertained a motion to approve. Mr. Leach moved to approve. Mr. Smith provided second. Motion passed (5-0).

**Additional Board Topics:**

1. Mr. Overton expressed his appreciation to the board and staff for the positive movements being made within the district. He stated that it has been a good year with a lot of progress in multipole fronts that the public is able to see.

2. Mr. Leach expressed his appreciation for the budget process and Mrs. Cox's work in getting it completed. He stated that the board appreciates her forthrightness and keeping the Department Heads and other staff in line.

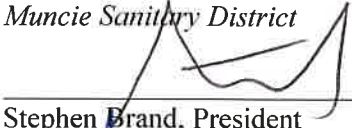
3. Mr. Smith expressed his appreciation to the Department Heads for their work on the budget process.

**Adjourn:** Mr. Brand stated our next regularly scheduled meeting will be held on Wednesday, November 13, 2024, at 11:30 a.m. in the City Hall Auditorium. Mr. Brand stated he would accept a motion to adjourn. Mr. Smtih made a motion to adjourn the meeting for October 30, 2024. Mr. Leach seconded the motion. Motion passed (5-0).

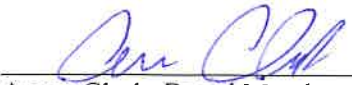
Respectfully Submitted,


  
Maggie Bales, Executive Office Manager


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

  
Stephen Brand, President

  
Adam Leach, Vice President

  
Aaron Clark, Board Member

  
Tim Overton, Secretary

  
David Smith, Board Member