

Board Minutes for the Board of Sanitary Commissioners Meeting of December 11, 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; John Anderson, District Engineer; Deana Cox, Financial Manager; Richard Ivy, HR Director; Tim Stover, IT Administrator; Jason Ingram, WPCF Superintendent; Melanie Lanich, Health Insurance Administrator; 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. Leach moved to approve the Board Meeting Minutes as submitted for the meeting of November 27, 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 \$981,60.30. Mr. Leach stated a claim on page six of thirteen there is a claim for a skid steer from McAllister Machinery in the amount of \$84,781.66. He stated that this is a skid steer, a hammer, and buckets. Mr. Leach stated a claim on page eleven of thirteen to the City of Muncie Public Works Department for the purchase of a 2022 Chevy Trailblazer in the amount of \$20,000.00. He stated a claim on page eleven of thirteen to McAllister Machinery for the purchase of a mini excavator in the amount \$97,043.16. Mr. Leach stated that the equipment purchases are for the third construction crew with the Engineering Department. Mr. Brand stated a claim on page two of thirteen to East Central Recycling for MSD disposal, Park's Department, and household disposal in the amount of \$82,000.00. He stated a claim on page six of thirteen to Miller Buildings LLC for a new building in the amount of \$118,012.50. Mr. Brand stated a claim to IMI Indiana LLC in the amount of \$24,297.50. Mr. Brand stated a claim to Delaware Construction& Landscape in the amount of \$14,400.00. He stated a claim to East Central Recycling in the amount of \$6,352.33 for sweeper dumps. Mr. Brand stated a claim on page seven of thirteen to OpenGov for the annual license for Cartegraph in the amount of \$72,332.00. Mr. Smith moved to approve the consideration of claims. Mr. Leach provided second. Motion passed (5-0).

**District Administrator Update –** Mr. Conrad stated that the Sanitation and Recycling collected a total of 4.5 tons of pumpkins. He stated these were kept out of the landfill and were sent to ScapCycle. Mr. Conrad stated that sending those to be composted appropriately leads to a large methane reduction. He stated that Christmas pickup will be delayed one day. Mr. Conrad stated that trash pickups schedule for the day of Christmas will be on Thursday, Thursday pickups will be Friday, and Friday pickups will be Saturday. He stated that by Monday the routes would be back on track. Mr. Conrad introduced the HR Director, Richard Ivy. Mr. Conrad stated that Richard Ivy was hired after an extensive hiring process that began back in August that included more than a dozen applicants. He stated that Mr. Ivy most recently served as Deputy Mayor for the City of Muncie and previously held the position of Director of Personnel with the City. Mr. Ivy stated that he has been associated with HR for nearly 30 years with his degree and experience in the private and public sector. He stated that he thinks he brings a wealth of HR knowledge which was portrayed to be very important to the board. Mr. Ivy stated that he looks forward to working with the Board and Department Heads. He stated that he appreciates the opportunity to interview, there were a lot of well qualified candidates that applied. Mr. Ivy stated that he is fortunate enough to serve the

City in this capacity and the Sanitary District. Mr. Overton stated a welcome to Richard Ivy. He stated that MSD tries to promote within the best they can, so Mr. Ivy is charged with developing the future leaders. Mr. Smith congratulated Mr. Ivy. Mr. Brand welcomed Mr. Ivy. He stated that this process started over a year ago.

**Department Head Update – None.**

**Old Business: None.**

**New Business:**

**1. Resolution 2024-20 Regarding the Rules, Regulations, and Fees for Storage, Collection, and Removal of Solid Waste Collected by MSD.** Mr. Conrad stated that this resolution has a few edits to keep things up to date and keep the fees to accurately reflect the work being done. He stated that the first change is to the list of recyclable materials with the addition of number 5's. Mr. Conrad stated that the lease fee for toters will increase from \$5 to \$10 a month and the minimum lease time from 3 months to 6 months. He stated that this will not take effect for another three months with good notice to the public. Mr. Conrad stated that these fees have not changed for a long time and with the recent evaluation of sewer rates this was a good time to address it. He stated that the size of limbs is being updated. Mr. Conrad stated that if a company removes trees for a resident, the company is responsible for taking that debris. He stated that if a resident has done it themselves MSD will pick those up. Mr. Conrad stated that the size update is from six feet to eight feet and the diameter from four inches to six inches. He stated that there are a lot of considerations when making these changes primarily being the safety of the drivers of the vehicle. Mr. Conrad stated that after evaluation this should be able to be handled easily. Mr. Brand stated that the limbs increasing was anticipated to be larger, but he is glad to see that it was drawn back. Mr. Brand entertained a motion to approve Resolution 2024-20 as presented. Mr. Clark moved to approve. Mr. Smith provided second. Motion passed (5-0).

**2. Resolution 2024- 21 Establishing a Fee for Performance on Sewer Line Inspections.** Mr. Conrad stated that this is an update to the fees for allowing connections to sewer and stormwater line. He stated that this has not changed since 1976. Mr. Conrad stated that generally we were charging \$25 for any type of connection as the starting rate. He stated that sewer connections have been raised to \$100 and for stormwater connections raised to \$150. Mr. Conrad stated that the tap in fee has been altered for various sizes of sewer connections, they used to be base doff of the size of pipe connected. He stated that is being changed to reflect the equivalent residential unit or 310 gallons per day. Mr. Conrad stated that it is now being based off of volume, which is a much more appropriate way to evaluate the connections. He stated that there is a base fee of \$800 and will adjust for the equivalent residential unit. Mr. Overton stated that he appreciates this being looked into after about 50 years. Mr. Leach stated that this still puts us in the bottom twenty-five quartile of fees charged by municipalities, so this is still a reasonable permit fee. He stated that we provide a very high degree service at a relatively low cost. Mr. Brand entertained a motion to approve resolution 2024-21 as presented. Mr. Leach moved to approve. Mr. Overton provided second. Motion passed (5-0).

**Additional Board Topics:**

**1.** Mr. Overton recognized Stephen Brand, Board President with a plaque of appreciation. He stated that Mr. Brand came on board at a time of need and during his tenure Mr. Brand has made great efforts to straighten things out. Mr. Overton referenced Mr. Reagon's words that we did not just pass the time, Mr. Brand did not just pass the time. He stated that Mr. Brand made things happen with expertise and management. He stated that it is a great loss but a gain for the county to learn from Mr. Brand's leadership. Mr. Overton stated that there was no controversy behind the scenes and all work together. He

stated to inherit such chaos and leave behind such organization is a rare feat. Mr. Overton stated that the Board appreciates it very much. He read the plaque: For your outstanding leadership, dedication, and tireless efforts in advancing the mission of the Muncie Sanitary District your commitment to excellence and unparalleled work ethic have made a significant impact on our employees and our community. Mr. Overton stated on behalf of Muncie and the Sanitary District we thank you very much. Mr. Brand appreciates the credit and that where he comes from in leadership you are responsible for everything and take credit for nothing.

2. Mr. Clark thanked Mr. Brand for his service MSD. He stated that Mr. Brand came on the board at a time when the history of this organization had some questionable decisions about by past predecessors, low employee morale, and federal investigations. Mr. Clark stated that there was a need for a commonsense leader in this group, appointed and immediately assumed the role by implementing professionalism, business acumen for the betterment of MSD employees and our rate payers. He stated that he appreciates the work, and the county will benefit in the same way.

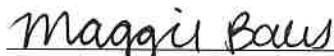
3. Mr. Leach stated that there will be a tree drop off at McCulloch, West Side, and Heekin Parks. He stated that Jason Donati and the Sanitation Department have been involved in a lot of homeless camp cleanups. Mr. Leach stated that it is a dirty job, and it is much appreciated that Sanitation has a very dab hand with handling the population with care. Mr. Leach stated that he appreciates the work of Mr. Brand.

4. Mr. Smith stated that it has been a great experience working with Mr. Brand and he looks forward to continuing the working relationship.

5. Mr. Brand stated that he appreciates the time he has spent. He stated that it has been a real privilege to work with and for everyone here and he encourages everyone to take care of each other. Mr. Brand recommended to keep an eye on what is important.

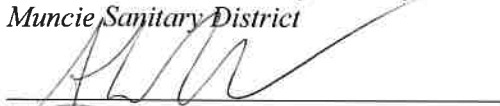
**Adjourn:** Mr. Brand stated our next regularly scheduled meeting will be held on Wednesday, January 8, 2025, at 11:30 a.m. in the City Hall Auditorium. Mr. Brand stated he would accept a motion to adjourn. Mr. Leach made a motion to adjourn the meeting for December 11, 2024. Mr. Smith seconded the motion. Motion passed (5-0).

Respectfully Submitted,



Maggie Bales, Executive Office Manager

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

  
Adam Leach

  
David Smith

  
Steve Selvey

  
Tim Overton

  
Aaron Clark