

Board Minutes for the Board of Sanitary Commissioners Meeting of March 19, 2025

THE BOARD OF SANITARY COMMISSIONERS conducted a regularly scheduled meeting.

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

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

Public present: None.

Public Comments: None.

Consideration of March 5th, 2025, Board Minutes. Mr. Overton entertained a motion to approve the public hearing minutes as presented. Mr. Clark moved to approve the Board Meeting Minutes as submitted for the meeting of March 5, 2025. Mr. Selvey seconded the motion. The motion was passed (4-0).

Consideration of Claims: Mr. Overton entertained a motion to consider the register of claims totaling \$583,347.70. Mr. Selvey moved to approve the consideration of the claims. Mr. Clark provided a second. Motion passed (4-0).

District Administrator Update – Rick Conrad. Mr. Conrad stated that a near tragedy almost occurred this weekend at the bridge control facility, a leak in a pipe was found in one of the worst possible locations. He stated that thanks to our coordinator, Jason Ingram, our plant superintendent, and Shawn Bowden from plant maintenance, the issue was corrected. Mr. Conrad stated that they are pleased to be able to discuss this in detail. He stated that the specifics of the situation are not particularly interesting, but it is a very stressful place to have an issue. Mr. Conrad stated that it has now been resolved. Starting April 1st, a security deposit will be instituted for all new connections to the Sanitary District. He stated that the deposit will be \$135 for any new connections. Mr. Conrad stated that this money will be refunded when someone disconnects, but it will help protect from outstanding bills due to late payment or nonpayment. He stated that this will only apply to new users, and the security deposit will begin on April 1st. Last year, the levee tieback project was discussed, along with efforts to work with the Army Corps of Engineers to get it started. Mr. Conrad stated that approval is still pending, but things are progressing fairly well. He stated that construction on the tieback levee is expected to begin in April. It has been a long and slow process, but Mr. Conrad stated that this will be the first of several projects on the levee, which protects, he believes, eight hundred buildings and homes. Earlier this week, the annual stormwater training for department heads was conducted. Mr. Conrad stated that this work is required by the state, as stormwater has become one of the leading causes of pollution. He stated that it is important to make sure all departments are responsible for anything that might run off into a stream. They call it "good housekeeping," and Mr. Conrad stated that it is a great summary of the work. He stated that he wants to acknowledge Courtney Pruitt and Laura Bowley for giving the presentation, as they did an excellent job. Eventually, all employees will go through this training as well, and it will be conducted annually. Mr. Conrad stated that, given the size of the facilities and the work done, it is crucial to stay focused on this. He stated that there's potential for a significant impact on water quality, making the program valuable. Mr. Conrad also mentioned that the Shred Your Files Week will take place from April 21st through April 25th at East Central Recycling, located at 701 East Centennial Avenue. He stated that the hours will be from 8 a.m. to 1 p.m. Mr. Conrad stated MSD will be there to help ensure everything is properly shredded.

and recycled, and you will receive a receipt for any materials you turn in if needed. Mr. Selvey asked for the dates of Shred Your Files week. Mr. Conrad stated that it will be April 21st through April 25th, 8 a.m. to 1 p.m. Mr. Overton thanked Jason Ingram for catching the leak before it got out of hand. He stated that the river and Anderson thank him as well.

Department Head Update – None.

Old Business: None.

New Business:

1. Professional Services Contract between Lochmueller Group, Inc., and MSD – Rick Conrad. Mr. Conrad stated that this service contract is for Lochmueller, and it will primarily address what is being called the Kilgore Interceptor. He stated that this is all part of what the district has referred to as a long-term control plan to address combined sewer elements. Mr. Conrad stated that this is the federally mandated, unfunded project for the next 10 years or so. He stated that the goal is to wrap this up. Mr. Conrad stated that the anticipated amount for the work is \$4.72 million. He stated that no payments are being approved today; the agreement is simply being accepted. Mr. Conrad stated that there will be a collaboration with Lochmueller on this project. Mr. Clark asked what stage in the planning process we are in, are we committed to a certain dig. Mr. Conrad stated that there is still a lot of work to be done. He stated that there is still a lot of room for discussion and different alternatives to find the most effective option. Mr. Overton stated that, just for the public, the Sanitary District partners with outside companies that have expertise in sewer separation. He stated that we are partnering with this company to handle one of our CSOs that has to be separated by EPA order. Mr. Overton entertained a motion to approve. Mr. Clark moved to approve. Mr. Selvey provided second. Motion passed (4-0).

2. Professional Services Contract between American Structurepoint, Inc. and MSD – Rick Conrad. Mr. Conrad stated that this is a professional service contract between American Structure Point Incorporated and MSD. He stated that this is very similar, as it is for American Structure Point, and they will specifically be addressing CSOs 23 and 7. Mr. Conrad stated that they will be working on the design to completely separate and close those CSOs. He stated that, again, this is part of the long-term control plan. Mr. Conrad stated that for CSO 23, they are estimating the amount to be \$1 million. He stated that for CSO 7, they are estimating the cost to be \$1.5 million. Mr. Conrad stated that the agreement is worth \$2.5 million in anticipated work. Mr. Overton entertained a motion to approve. Mr. Smith moved to approve. Mr. Selvey provided second. Motion passed (4-0).

3. Professional Services Agreement between Ice Miller LLP and MSD – Rick Conrad. Mr. Conrad stated that these are the two prior agreements. He stated that one was approved earlier this year, which was with Greeley and Hansen or TyLin for upgrades at the water pollution control facility. Mr. Conrad stated that now we have these three engineering firms under an agreement to assist with the long-term control plan. He stated that the total estimated cost for their work is roughly \$11 million. Mr. Conrad stated that the next step is to secure a bond council agency. He stated that Ice Miller would be the firm to help secure the bond anticipation notice. Mr. Conrad stated that this notice will help pay for the project. He stated that this agreement ensures all of that work is done legally and efficiently. Mr. Overton entertained a motion to approve. Mr. Selvey moved to approve. Mr. Smith provided second. Motion passed (4-0).

4. Scope Agreement between Baker Tilly Municipal Advisors and MSD – Rick Conrad. Mr. Conrad stated that Baker Tilly has been working with us for the last year, maybe a little bit longer. He stated that they have been assisting with our financials and helping with the rate increase. Mr. Conrad stated that their role in this process will not only be figuring out how the bonds fit in but also ensuring we pay for

them officially. He stated that the last step is to add this scope to their assignments so they can work with our bond council. Mr. Clark clarified that this agreement is for their standard hourly rates. Mr. Conrad stated that is correct. Mr. Overton entertained a motion to approve. Mr. Smith moved to approve. Mr. Clark provided second. Motion passed (4-0).

Additional Board Topics:

1. Mr. Smith stated that about a year ago all the departments updated the Emergency Action Plans and with the incident on Saturday the updated plans proved to be effective.


2. Mr. Overton stated that he also wants to appreciate Deana and Tim for getting the framework of the budget a little clearer for laypeople like him. He stated that he understands and is very grateful for that. Mr. Overton stated that he also wants to reemphasize what Mr. Conrad said about the deposits starting in April. He stated that there has been an ongoing problem where a lot of money has had to be written off because people move, and by the time they receive the bill for services, they are no longer in the home. Mr. Overton stated that our services are based on the water bill, so the water bill comes first, and then the Sanitary District bill is sent. He stated that by the time the bill reaches someone moving out, they are not there to receive it, and often, it does not get paid. Mr. Overton stated that this has resulted in losing a lot of money. He stated that one of the things we are moving toward is a deposit system, where people make a deposit before services begin. Mr. Overton stated that, if necessary, the last payment will be taken out of the deposit, and the remainder will be refunded. He stated that if the last payment is made, the deposit will be refunded.

Adjourn: Mr. Overton stated our next regularly scheduled meeting will be held on Wednesday, April 2, 2025, at 11:30 a.m. in the City Hall Auditorium. Mr. Leach stated he would accept a motion to adjourn. Mr. Clark made a motion to adjourn the meeting for March 19, 2025. Mr. Selvey seconded the motion. Motion passed (4-0).

Respectfully Submitted,


Maggie Bales, Executive Office Manager

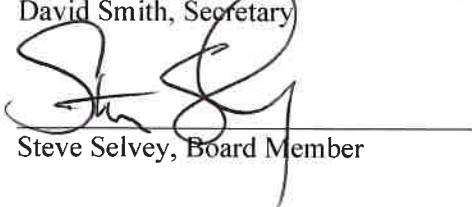
*Approved by the Board of Sanitary Commissioners
Muncie Sanitary District*


Adam Leach, President


Tim Overton, Vice President


David Smith, Secretary


Aaron Clark, Board Member


Steve Selvey, Board Member