

Minutes

Board Meeting of January 3, 2018

THE BOARD OF SANITARY COMMISSIONERS conducted a regularly scheduled meeting in the Auditorium on the first floor of City Hall in Muncie, Indiana.

Board members present were: William Smith, Michael Cline and Joseph Evans.

Department managers and staff present were: Mark McKinney, Legal Counsel; Deborah Ervin, Financial Manager; Jason Donati, Stormwater/Recycling Educator and Megan Huff, Administration Office Manager.

Public: Mark Ivy, 811 N Blaine St, Muncie, IN.

Consideration of Minutes: Mr. Evans moved to approve the minutes as submitted for the December 6, 2017 meeting. Mr. Smith seconded the motion. The motion was approved (3-0).

Consideration of Claims: Mr. Cline moved to approve the Register of Claims for \$6,057,526.14. Mr. Evans seconded the motion. The motion was approved (3-0).

Old Business:

None.

New Business:

1. Election of Officers. – William Smith, Board President. Mr. Smith asked the other Board members what their recommendations were for the 2018 Election of Officers of the Muncie Sanitary District Board of Commissioners. Mr. Cline moved that the positions remain the same; William Smith, Board President; Michael Cline, Vice President and Joseph Evans, Secretary. Mr. Evans seconded the motion. The motion was approved (3-0).

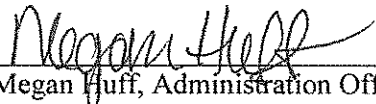
2. MSD Personnel Policies Handbook. – Deborah Ervin, Financial Manager. Mrs. Ervin presented the 2018 MSD Personnel Policies Handbook for approval. She said we have not passed a complete handbook since 2015 and this is just an updated version of amendments we have made throughout the last 3 years. Mr. Cline moved to approve the MSD Personnel Policies Handbook. Mr. Evans seconded the motion. The motion was approved (3-0).

3. Request for Information Policy Amendment. – Deborah Ervin, Financial Manager. Mrs. Ervin presented an amendment to the current Request for Information Policy. She stated that it has been reviewed by our legal counsel. Mr. McKinney said the main updates are that the requests will come to the Administration Office, but the responses will be from the Board of Sanitary Commissioners and there will be a charge per page of \$0.15. Mr. Evans moved to approve the Request for Information Policy Amendment. Mr. Cline seconded the motion. The motion was approved (3-0).

Public Comments:


There were public comments regarding the purchase of property and levee projects in the Whitely neighborhood. During that discussion Mr. Cline presented a stormwater project along Gavin Street in the East Whitely area that the District intends to design and construct this year.

Respectfully Submitted,

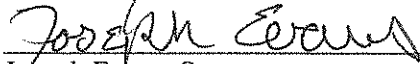


Megan Huff, Administration Office Manager


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



William Smith, President



Joseph Evans, Secretary



Michael Cline, P.E., Vice President