

MEMORANDUM OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING (the “MOU”) is made and entered into as of the 16th day of June, 2021, by and among the Muncie Sanitary District (“MSD”) and the City of Muncie (“City”)

WITNESSETH:

WHEREAS, MSD is a political subdivision, established by Indiana Code 36-9-25, and is governed by a Board of Commissioners who have jurisdiction over the finances of the Muncie Sanitary District; and

WHEREAS, Indiana Code Section 36-9-30-9 provides that the Board may employ, fix the compensation of, and assign the duties of engineers, architects, inspectors, superintendents, managers, collectors, attorneys and other employees it considers necessary in the execution of its power and duties; and

WHEREAS, Indiana Code Section 36-9-25-32 empowers the Board to pay all expenses of the board, including salaries of officers and employees, and fees and expenses for professional services; and

WHEREAS, the City of Muncie is a second-class city in the State of Indiana and, from time to time, has appointed a City Civil Engineer; and

WHEREAS, Indiana Code 36-9-25-3 establishes the composition of MSD’s Board of Commissioners and provides that one Commissioner is the city civil engineer, provided the City has appointed a City Civil Engineer; and

WHEREAS, the City Civil Engineer can provide additional services and expertise to MSD, above and beyond the general duties of a Board Member, allowing MSD to avoid hiring outside consultants; and

WHEREAS, in recognition of the value of the additional services and expertise that the City Civil Engineer can provide to MSD, the Board of Commissioners, the MSD Board of Commissioners has determined that it desires to supplement the pay of the City Engineer.

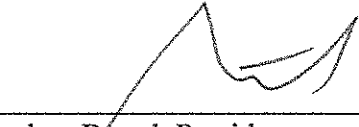
NOW, THEREFORE, in consideration of the foregoing and of the mutual covenants and agreements herein contained, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties do hereby agree as follows:

1. MSD shall contribute the sum of \$20,000.00 per year towards the salary of the City Civil Engineer
2. The City Civil Engineer will provide services and expertise in addition to the regular duties of a Board member, including but not limited to:
 - a. Reviewing construction plans and documents for projects
 - b. Reviewing LTCP projects and working to prioritize these efforts

- c. Developing CIP (Capital Improvement Plan) for drainage concerns
- d. Coordination with City Department and MSD regarding projects and construction activities
- e. Assisting in the development of GIS for the MSD
- f. Analyze and Develop various projects for the benefit of MSD and its Customers (e.g. solar energy project)
- g. Review of and assisting with long-term planning and finances (bonding, use of funds, planning for capital expenses)
- h. Coordination of levee projects
- i. Coordination of drainage and stormwater projects
- j. Assisting with RFQs, writing RFQs, creating review committee, and selection of firms
- k. Assisting in writing specs for bidding of projects
- l. Completing of drainage reviews and coordination with MS4 coordinator on SWMPs
- m. Review of contractor and consultant contracts and fee schedules
- n. Attend *ad hoc* meetings with County Surveyor and Drainage Board representatives.


IN WITNESS WHEREOF, the parties have duly executed this MOU pursuant to all requisite authorizations as of the date first above written.

MUNCIE SANITARY DISTRICT

By: 

Stephen Brand, President

CITY OF MUNCIE

By: 

Dan Ridenour, Mayor