

Board Minutes for the Board of Sanitary Commissioners Meeting of September 8, 2021

THE BOARD OF SANITARY COMMISSIONERS conducted a regularly scheduled meeting.

Board members present; Stephen Brand, Board President; Brian Stephens-Hotopp, Board Vice-President (virtually attending); Tonya Brothers-Bridge, Secretary and David Smith, Board Member.

Excused absences: None

Department managers and staff present; Mark McKinney, Legal Counsel; John Barlow, District Administrator; Harvey Wright, Sewer Maintenance Superintendent; Thom Noble, Sewer Maintenance; Jason Donati, Recycling/Stormwater Educator Deana Cox, Financial Manager; Tim Stover, IT Administrator; John Anderson, District Engineer; and Megan Huff, Executive Office Manager.

Public present:

Consideration of Minutes: Mrs. Brothers-Bridge moved to approve the Board Meeting Minutes as submitted for the meeting of August 25, 2021. Mr. Smith seconded the motion. The motion was approved (4-0).

Consideration of Claims: Mrs. Brothers-Bridge said would like to go over a couple items in the claims for this pay period. She said of the claims the largest payment is \$350,000 that was sent as an escrow payment for our Solar Project that has been previously discussed many times. Mrs. Brothers-Bridge said of the \$927,000 total claims about \$177,000 is Health Insurance benefit payments. She said there is a Health Insurance claim for \$57,033.50 for our Sanitation Department. Mrs. Brothers-Bridge said we have a claim to East Central Recycling for \$84,038.21 for disposal recycling. She said there is a Health Insurance claim for \$24,211 for our Engineering Department and \$2,912 for our IT Department. Mrs. Brothers-Bridge said there is a Health Insurance claim of \$50,022 for the WPCF Department and \$38,917 for Sewer Maintenance. She said we have two claims to Coop's Lawn and Landscaping for additional \$10,000 payment and the 10th levee mow of 2021 for \$16,000. She said the mowing contract for 2021 did not include some additional work that we needed completed so that is where the \$10,000 payment comes into play, but we have asked that it be included in the scope for next year. Mrs. Brothers-Bridge said there is another Health Insurance claim of \$5,474 for our Sewage Utility Office and \$16,075.50 for the BWQ. She said there are also Health Insurance claims of \$26,079 for the Administration Office and Retirees as well as a \$7,089 claim for the Stormwater Department. Mrs. Brothers-Bridge said she wanted to specify the Insurance totals because it is a wonderful benefit and we are grateful that we can offer it, but also wanted to let the public know just how expensive it is. Mr. Stephens-Hotopp said something he just wanted to remind Departments that we are about 2/3 thru the year and some of the appropriated budgets are getting close to their budgeted amounts or could be significantly less. He said if there is money that needs to be moved to another fund to last you through the end of the year or if there are special projects that need to be taken care of, please try to plan those before the end of the year. Mr. Smith made a motion to approve the proposed claims totaling \$927,937.25. Mrs. Brothers-Bridge seconded the motion. The motion was approved (4-0).

Old Business:

None.

District Administrator Update – John Barlow. Mr. Barlow said last week was the IWEA Conference in Fort Wayne, IN. He said it's an opportunity for Wastewater Professionals to meet with various consultants, engineers, and vendors in one centralized location. Mr. Barlow said it was great to be there and he attended as many sessions as he could. He said it is the biggest opportunity to receive continued education hours for your wastewater certification or if you are a PE. Mr. Barlow said he was proud to see a lot of MSD Staff there

continuing their education and attending classes to prepared for upcoming certification classes. Mr. Barlow thanked Mr. Rick Conrad, Mr. Drew Holloway, and Mr. Sam Gradle from the BWQ for their presentation yesterday at Westside Park. He said some of the monitoring that is done on the river cannot be duplicated by chemical testing. Mr. Barlow said because of the various tolerances some of these animals help us determine the health of the river. He said the BWQ was able to demonstrate some of this testing and he was very impressed with their dedication and professionalism. Mr. Barlow said they did demonstrate the fish shocking and he is sorry Mr. Stephens-Hotopp could not be in attendance, but it was very fascinating. He said there was a recent retirement at the WPCF. Mr. Barlow said he hired him back when Borg Warner closed many years ago and he has been a very good employee. He said he would like to wish Kevin a very happy retirement. Mr. Barlow said you may have noticed the work being done in front of City Hall on the Levee. He said we have a permit thru DNR which was procured through Flatland Resources. Mr. Barlow said the permit is for an access road that will allow us to have access to log jams to easily remove the materials via our Sanitation vehicles. He said we are in the process of finishing this road and we will work our way to the log jam removal at the High Street bridge. Mrs. Brothers-Bridge asked Mr. Barlow to pass along the Board's retirement wishes to Mr. Kevin Heath. She said we appreciate all the work he has done for us, and we wish him well. Mrs. Brothers-Bridge said yesterday's education at the river about the work and testing that is done was incredible. She said she is hoping that Mr. Conrad will come and give the Board an update so that we can understand how serious we take the river and its cleanliness. She said she was very impressed with their work and their passion for our river. Mr. Stephens-Hotopp asked Mr. Barlow to give a little update on the log jam removal for the High Street bridge because there is also an effort to coordinate smaller log jams between different City and County departments. He asked if that was currently in process. Mr. Barlow said yes, that is currently in process and has been mentioned informally. He said Sanitation and Sewer Maintenance have worked to clear the jams that we can reach from the shoreline because it does not require permits. Mr. Barlow said we will be formally approaching the County for assistance even if it becomes after clearing the current jam because we are right there right now, and he does not want to slow their progress. Mr. Stephens-Hotopp thanked Mr. Barlow. Mr. Brand said he finally got to see the electrofishing and it was awesome. He said he only had a bank permit, but he got invited out to get in the river next time and he plans to do that. Mr. Brand said he was pleased the see the passion and excitement from Drew and Sam. He said they are lucky people to truly enjoy what they do for a living. Mr. Brand said we have records that go back to the 1930s on the health of the river and it is increasing as there are 65 fish species. Mr. Barlow said he wanted to echo what Mr. Stephens-Hotopp said earlier about it being the time of year that we start to pay attention to our percentages spent and line-item expenses. He said Department Heads should be looking at those and weighing the percentages and the time left on the calendar. Mr. Barlow said Deana will more than likely be receiving calls to move funds to make up for any anticipated shortfalls.

New Business:

Additional Board Topics:

1. Mrs. Brothers-Bridge said it has been a few meetings since she has spoken about litter. She said she would like to remind everyone to pick up trash and put it in its place. She said make sure you do not have items in the back of your pick-up trucks that could fly out as your driving or even out your vehicle's windows as you drive with them down. Mrs. Brothers-Bridge said picking up that trash and putting pollution in its place so that it does not end up in the river is important to all of us at MSD. She said please pay attention to litter and if you see it, please put it in the right place so we can make Muncie and our environment even more of a beautiful place.
2. Mr. Stephens-Hotopp said there are several Neighborhood Cleanups scheduled over the next two weeks. He said these events are usually very successful and he would encourage everyone to participate within their neighborhoods.

3. Mr. Brand said next the River Cleanup is not this weekend, but the next weekend and there is still time to sign-up. He said you can go on the website to sign-up. Mr. Brand said you will not get to go electrofishing, but you'll be able to get in the river and legally get your feet wet.

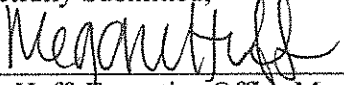
Public Comments:

Mr. McKinney, Legal Counsel, said this morning he is speaking as a member of the public instead of an attorney. He said some years ago his daughter did an internship at the BWQ with Mr. Conrad. Mr. McKinney said she absolutely loved the experience and the photos she sent during the electrofishing were as beautiful as any aquarium fish that you would see. He said his favorite was the snapping turtle that was as big as the shield under Mr. Brand's spot at the Board podium that she was holding up as part of the count. Mr. McKinney said it is fascinating thing.

There were no other comments.


Adjourn: Mr. Brand said the next Board meeting will take place on September 22, 2021. Mrs. Brothers-Bridge moved to adjourn the meeting. Mr. Smith seconded the motion. The motion was approved (4-0).

Respectfully Submitted,



Megan Huff, Executive Office Manager

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



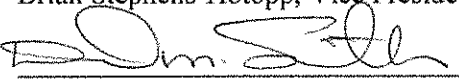
Stephen Brand, President



Tonya Brothers-Bridge, Secretary



Brian Stephens-Hotopp, Vice President



David Smith, Board Member