

Board Minutes for the Board of Sanitary Commissioners Meeting of December 1, 2021

THE BOARD OF SANITARY COMMISSIONERS conducted a regularly scheduled meeting.

Board members present; Stephen Brand, Board President; Brian Stephens-Hotopp, Board Vice-President; Tonya Brothers-Bridge, Secretary; Adam Leach, Board Member and David Smith, Board Member.

Excused absences:

Department managers and staff present; Mark McKinney, Legal Counsel; John Barlow, District Administrator; Phil Reagon, Sanitation Superintendent; 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:

Mr. Brand introduced our newest Board Member, Adam Leach, and invited the Mayor to say a few words about his new hire. Mr. Ridenour, Mayor of Muncie, said he is happy to announce that they have hired a new City Engineer. He said that Adam was the Director of Engineering in Laverne, TN. Mr. Ridenour said Adam is a graduate of Kentucky University and we are happy to have him in Muncie. He said he has taken the steps to appoint Adam to the MSD Board as the new Engineer. The steps have also been taken for Brian Stephens-Hotopp to remain on the Board as the Democrat appointee for the rest of the year to finish out Joe Evans' term.

Consideration of Minutes: Mrs. Brothers-Bridge moved to approve the Board Meeting Minutes as submitted for the meeting of November 17, 2021. Mrs. Stephens-Hotopp seconded the motion. The motion was approved (5-0).

Consideration of Claims: Mrs. Brothers-Bridge said out of the \$592,777.68 most of the claims this time are from health insurance payments totaling \$236,127.85. She said we paid IU Health Physicians \$281.40 for an employee assistance program. Mrs. Brothers-Bridge said we paid Indiana Michigan Power to consolidate 7 accounts totaling \$373.35. She said we paid City Fence and Sales \$491.00 for fence that we needed to repair as well as \$1,486.00 for a repair from a car going through a fence. Mrs. Brothers-Bridge said we paid Shroyer Brothers \$13,030.86 for a repair of a main and lateral on South Elm Street. She said we paid CS Kern for our annual website hosting in the amount of \$7,020.00. Mrs. Brothers-Bridge said we paid Frakes Engineering \$8,635.00 for a firewall at the Plant. She said we paid Flow Solutions for a used tow motor totaling \$9,500.00. Mrs. Brothers-Bridge said we had our last mowing and cleanup of the levee for this year. She said there was charge for \$9,000 for the cleanup and \$16,000 for the mow both paid to Coop's Lawn and Landscaping. Mrs. Brothers-Bridge said we bought 11 tiny computers and paid Zones LLC \$9,050.00. She said we paid Smith Root \$22,681.74 for a new barge and equipment that we use for environmental sampling. Mrs. Brothers-Bridge said we paid JG Case Construction \$6,800 for work done at Greenbriar and Gilbert as well as \$21,399.99 for work done at Willard and Monroe. Mr. Stephens-Hotopp made a motion to approve the proposed claims totaling \$592,777.68. Mr. Leach seconded the motion. The motion was approved (5-0).

Old Business:

1. Resolution 2021-20, a Resolution Amending the 2022 Salary Resolution. – Deana Cox, Financial Manager. Mrs. Cox said this is just an amendment from the Salary Resolution that was passed at the last Board meeting. She said we just changed the HSA/HRA/Wellness amount from a scale of \$0-\$3,100.00 to a flat \$1,000.00. Mr. Smith moved to approve Resolution 2021-20, a Resolution Amending the 2022 Salary Resolution. Mr. Leach seconded the motion. The motion was approved (5-0).

2. Bid Award for Fuson Road Sanitary Sewer Extension Project. – John Anderson, District Engineer. Mr. Anderson said he and Mr. McKinney have reviewed the project's Bid Packets and they are awarding the bid to J.G. Case with their bid amount of \$529,689.00. Mr. Stephens-Hotopp said this is in relation to the sewer extension to get CanPack online. He said we preauthorized John Barlow to get the agreement signed with CanPack and to set the terms on how MSD would be repaid the construction dollars, and this is a little higher than the original projection cost. Mr. Stephens-Hotopp asked if CanPack has been informed of the revised construction cost. Mr. Anderson said he has not informed them. Mr. Stephens-Hotopp said he does not have an objection with moving forward, but he does believe we should let them know out of courtesy what the repay amount will be now. Mr. Leach moved to approve the Bid Award to J.G. Case for the Sanitary Sewer Extension Project at Fuson Road totaling \$529,689.00. Mr. Stephens-Hotopp seconded the motion. The motion was approved (5-0).

New Business:

1. Naming of New MSD Board Member. – Stephen Brand, Board President. Mr. Leach said the Mayor did an excellent job introducing him so will follow up by saying that he is excited to be here working with and for the residents of the City of Muncie.

2. Contract with AT&T Corp. for Managed FatPipe Router Services. – John Barlow, District Administrator. Mr. Barlow asked the Board to authorize him to enter into an agreement with AT&T Services, who we already use for some of us of our Computer Services, to use what is called a FatPipe system. He said as you may remember in October there were some outside parties digging underground when an AT&T pipe was hit and lost service for many customers including us. Mr. Barlow said this FatPipe will allow us to remain in communications via cellular service even if there is a fiber outage. He said he has reviewed the agreement with Tim Stover with the IT Department. Mrs. Brothers-Bridge asked what the charges may be. Mr. Barlow said the yearly charge for this service is \$22,475.88 which covers our three cradle point locations and a fourth included over cellular during an internet outage. He said this would keep our phones and internet up during an outage. Mr. Stephens-Hotopp asked if there were any savings to us for our existing telephone costs. Mr. Barlow said no, he does not believe so. Mr. Leach asked if this was on the same grid as SCADA. Mr. Barlow said no that will not be on the same grid. Mr. Brand said thank you to Tim Stover. He said he believes this disaster recovery is very important. Mr. Brand asked if Mr. Barlow knew how many days, we were down last time when the line was out. Mr. Barlow said he was out of town that week, but he believes it was 2 full days. Mr. Smith made a motion to approve the Contract with AT&T Corp. for Managed FatPipe Router Services. Mr. Stephens-Hotopp seconded the motion. The motion was approved (4-0). Mr. Brand abstained since he was signing the contract document.

3. Termination of ECR Transfer Station Contract. – John Barlow, District Administrator. Mr. Barlow said this is a mutually agreed termination of a contract that had been a part of MSD and ECR for several years and amended several times for extensions. He said ECR paid MSD rent to maintain it there, but it has not been in use since 1999. Mr. Barlow said since we have moved facilities over to MLK from Centennial location we have dropped our Solid Waste Permit because IDEM does not require it from us anymore. He said the property is already in the City's name and it can be decommissioned at any time. Mr. Stephens-Hotopp asked if this closes out the old Sanitation Building site on the MSD site and things revert to City ownership. Mr. Barlow said that is correct. He said we may be using it for truck washing for another month until the washing facility is up and running at the new Sanitation building. Mr. Leach said with using the decommissioning language if there is any beneficial use left for the City, would there be a problem if the City utilizes it. Mr. Barlow said at this point it is the City's facility, so that is really up to the City to make that decision. Mr. Brand said to be clear Mr. Barlow, you are asking for us to authorize you to sign this Termination of Contract. Mrs. Brothers-Bridge moved to approve the Termination of the ECR Transfer Station Contract. Mr. Stephens-Hotopp seconded the motion. The motion was approved (5-0).

4. Change Order No. 1 for Project 84L-21 3107 S. Elm Street. – John Anderson, District Engineer. Mr. Anderson said this Change Order is for a decrease in amount. He said between when Shroyer Brothers quoted the work and when they went to buy the supplies, they were out of the needed pipe. Mr. Anderson said MSD had some pipe on hand already, so we decreased the amount per the local supplier's quote. He said during construction there was a partial cave-in and there was a Sewer Maintenance Vac truck sent out to do some hydro excavation to reset the trench box. The District charged their current hourly rates to conduct this work. Mr. Anderson said the total decrease amount was \$714.14. Mr. Leach made a motion to approve Change Order No. 1 for Project 84L-21, 3107 S Elm Street. Mr. Stephens-Hotopp seconded the motion. The motion was approved (5-0).

Additional Board Topics:

None.

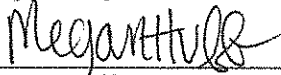
Public Comments:

Mr. Barlow wanted to make a couple comments. He said this Wednesday and Saturday are the last days for leaf pickup. Mr. Barlow said we did set a finalized location for our Ethics Training which will take place at Cornerstone on December 16th.

There were no other comments.

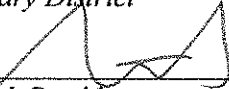
Adjourn: Mr. Brand said the next Board meeting will take place on December 15, 2021. Mrs. Brothers-Bridge moved to adjourn the meeting. Mr. Smith seconded the motion. The motion was approved (5-0).

Respectfully Submitted,



Megan Huff, Executive Office Manager

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



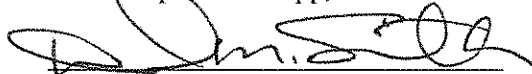
Stephen Brand, President

Adam Leach, Board Member



Tonya Brothers-Bridge, Secretary

Brian Stephens-Hotopp, Vice President



David Smith, Board Member