

## Board Minutes for the Board of Sanitary Commissioners Meeting of March 9, 2022

THE BOARD OF SANITARY COMMISSIONERS conducted a regularly scheduled meeting.

Board members present; Stephen Brand, Board President; Tonya Brothers-Bridge, Board Vice President; Adam Leach, Secretary and David Smith, Board Member. Excused absences: none.

Department managers and staff present; John Barlow, District Administrator; Phil Reagon, Sanitation Superintendent; Rick Conrad, BWQ Director; Drew Holloway, BWQ; Sam Gradle, BWQ; Jason Donati, Recycling/Stormwater Educator; Deana Cox, Financial Manager; Harvey Wright, Sewer Maintenance Superintendent; Thom Noble, Sewer Maintenance Assistant Superintendent; Tim Stover, IT Administrator and John Anderson, District Engineer and Megan Huff, Executive Office Manager.

Public present: none signed in.

**Consideration of Minutes:** Mrs. Brothers-Bridge moved to approve the Board Meeting Minutes as submitted for the meeting of February 23, 2022. Mr. Leach seconded the motion. The motion was approved (4-0).

**Consideration of Claims:** Mr. Leach said there were some items on the claims where we cleared up some accounting errors from now closed accounts for businesses or titles. Mrs. Brothers-Bridge said we paid GJ Case Construction \$200373.84 and that is for work being done on CanPack at Fuson Road. She said this will be reimbursed to us by CanPack per an existing agreement we have with them. Mrs. Brothers-Bridge said we paid several invoices to Compass Minerals America in the amounts of \$4,321.12, \$4,321.12, \$25,715.66, and \$25,715.66 and that is for salt that we purchased within various departments. Mr. Leach made a motion to approve the proposed claims totaling \$521,361.27. Mr. Smith seconded the motion. The motion was approved (4-0).

### Old Business:

**1. Bid Awarding for 2022 Levee Mowing Season. – John Barlow, District Administrator.** Mr. Barlow said we opened the bids for the 2022 Levee Mowing at the last meeting and they were then reviewed by legal counsel. The bids were reviewed as well as a face-to-face meeting took place to make sure the bidder was responsive and responsible to do the job. Mr. Barlow asked the Board to award the bidding of 2022 Levee Mowing to Smith Family Services. He said the cost per mow was \$14,900.00 with a spring cleanup of \$6,500 and the fall cleanup was \$5,000. Mrs. Brothers-Bridge asked if these prices were for the one-year contract. Mr. Barlow said yes this is a one-year contract. Mr. Leach said he was concerned about the number spread between the bids, but Mr. McKinney's office check everything and spoke with Smith Family Services. Mr. Smith said he would like to make a note that he is in no way related to this company or it's employees. Mrs. Brothers-Bridge moved to approve the bid to Smith Family Services for the 2022 Levee Mowing Season. Mr. Leach seconded the motion. The motion was approved (4-0).

**District Administrator Update – John Barlow.** Mr. Barlow said we are very close to having a final version of the long-term contract complete that we will submit to Delaware Regional Waste District. He said are waiting for some financials to completely fill out the contract and eventually submit it to them for their review. He said hopefully we use this contract to create a thriving relationship. Mr. Brand asked when the current contract expires. Mr. Barlow said in September of 2023. Mr. Barlow said we had a good pre-bid meeting yesterday regarding the Cardinal Trail Project that MSD is undertaking. He said the project has been advertised in the newspaper and to plan rooms. Mr. Barlow said prints and specs are available in our Administration office and the submitted bids will be opened on April 6<sup>th</sup> in the Board meeting. Mr. Leach said the questions and comments that came out of our pre-bid meeting will be published and sent out to all plan holders as well. Mr. Barlow said we also had a meeting for the proposed cut off Levee at the East end of Main Street and Jackson

Street as well as working with the Army Corps on this project. He said it's more beneficial to do a cut-off Levee than to repair the existing Levee. Mr. Barlow said Mr. Leach came up with a scenario where we may be able to raise the road in the area to an elevation that would meet Army Corp's expectations. He said we are in the process of working those challenges out and coming up with some solutions. Mr. Barlow said there will be a virtual meeting today at 1 p.m. with INDOT to discuss this on a preliminary basis. Mrs. Brothers-Bridge said in our meeting with Bowen last week we were updated on the White River Blvd reopening, but she was not sure of a date. Mr. Barlow said he believes it will be open by the end of the month weather permitting and they are hoping to open the trails sooner. Mr. Barlow said right now we are feeling very good about the usage of CNG during what we are experiencing as an energy crisis in the world. Mr. Brand said it should help our customers using the CNG station like the Muncie Police Department with their energy costs.

**Department Head Update – Deana Cox, Financial Manager.** Mrs. Cox said she does not have too much to update on because there are not many changes going on in her office. She said the ladies in her office are doing an amazing job and she appreciates them. Mrs. Cox said we are still tagging for water shut offs. She said we had not been doing as many in the winter weeks, but we will be stepping that back up as things warm up. Mrs. Cox said we are at a steady rate since last summer as far as delinquencies go. She said the customers who have balances of 90 days or over delinquent is at 5% which is about the same as it was last summer. Mrs. Cox said with any inactive customers, they will be liens placed on the properties or they will be sent to Atlas Collections.

**New Business:** None.

**Additional Board Topics:** there were none.


**Public Comments:** there were no public comments.

**Adjourn:** Mr. Brand said our next regularly scheduled meeting will be held on March 23<sup>rd</sup> at 11:30 a.m. Mrs. Brothers-Bridge made a motion to adjourn the meeting for March 9, 2022. Mr. Smith seconded the motion. The motion was approved (4-0).

Respectfully Submitted,

  
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Megan Huff, Executive Office Manager

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

  
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Stephen Brand, President

  
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Adam Leach, Secretary

  
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Tonya Brothers-Bridge, Vice President

  
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David Smith, Board Member