

Board Minutes for the Board of Sanitary Commissioners Meeting of June 28, 2023

THE BOARD OF SANITARY COMMISSIONERS conducted a regularly scheduled meeting.

Board members present; Stephen Brand, President; Adam Leach, Vice President; Michael Wolfe, Board Secretary; and David Smith, Board Member. Excused absence: Tim Overton, Board Member.

Department managers and staff present; John Barlow, District Administrator; Maura Hoff, Legal Counsel; Joe Rhett, Legal Counsel; Deana Cox, Financial Manager; Thom Noble, Director of Engineering; John Anderson, District Engineer; Harvey Wright, Sewer Maintenance Superintendent; Jason Donati, Sustainability Coordinator; Phil Reagon, Sanitation Superintendent; Jason Ingram, WPCF Superintendent; Tim Stover, IT Administrator; Melanie Lanich, Insurance; Tony Webb, Sanitation Supervisor; and Maggie Bales, Executive Office Manager.

Public present: Rick Yencer.

Consideration of Minutes: Mr. Brand entertained a motion to approve the minutes as presented. Mr. Leach moved to approve the Board Meeting Minutes as submitted for the meeting of June 14, 2023. Mr. Smith seconded the motion. The motion was passed (4-0).

Consideration of Claims: Mr. Brand entertained a motion to consider the register of claims totaling \$7,033,666.47. Mr. Leach stated a claim on page three of thirteen there is a \$269,155.00 for a new rear loading trash truck that has been on order for two years. He stated a claim for a pink wrap for the Breast Cancer Awareness truck. Mr. Leach stated on page four of thirteen there is a claim for \$3,603.23 for parts for the "Old Shag" truck number 423. He stated on page eleven of thirteen there is a \$106,019.00 charge for the Cardinal Greenway and McCulloch bridge. Mr. Leach stated MSD is replacing the old bridge that was causing scour on one of our interceptors. He stated part of that is moving the bridge to an existing trussell that was located to the south of the existing bridge. Mr. Leach stated CSO area 22 study for \$33,253.49 to Greeley and Hansen. He stated CSO 22 is one of the combined sewer overflows eliminations as mandated by the EPA and IDEM. Mr. Leach stated a claim for the Northview storm sewer project phase one for \$51,425.13. He stated this is the engineering for that project. Mr. Leach stated on page twelve of thirteen there is payment number eleven for stormwater on call services totaling \$292,757.40. He stated these are miscellaneous payments to Bowen that are not part of the bond projects. Mr. Leach stated a claim for \$336,985.00 for bond payment number 24. He stated this is for the Stormwater bond for projects like Lynn Mar, Indian Village, Greenway Depot. Mr. Leach stated a claim for \$100,548.33 to United Consultants for the program management fee for all bond projects with Bowen and various sub-engineers. He stated a claim for \$303,995.01 payment for Storer Estates, stormwater detention and other work being paid out of Stormwater ARP funds. Mr. Wolfe stated a claim on page thirteen of thirteen for the 11-gallon recycling cans for household recycling. He stated the claim is for \$45,500, that is a portion that will be covered by the forthcoming agreement. Mr. Leach moved to approve the consideration of claims. Mr. Smith provided second. Motion passed (4-0).

District Administrator Update – John Barlow. Mr. Barlow stated the Greenway Bridge pedestrian traffic will hopefully commence later this week. He stated that self-performed light protection for either theft or vandalism. Mr. Barlow stated the next step after pedestrian traffic will be the beginning of the demolition of the other bridge adjacent to it. He stated that investigation of the siphons that run under the riverbed, that is the reason for this job. Mr. Barlow stated that we are in the process of working to acquire the easements along Hoyt Avenue from Cowan Road to Memorial. He stated this is another anticipated stormwater road restoration project that will be funded by ARP. Mr. Barlow stated the design work is almost done; we just must get the easements dialed in. He stated the work on Wheeling is still in progress. Mr. Barlow stated that some inlets at Ashland and north of the road cut closure will be self-performed. He

stated that we will be working diligently to get the work done so the road can open for all. Mr. Barlow followed up on various log jams along the river. He stated that last year MSD entered an interlocal agreement with Delaware County who is responsible for the bridge maintenance. Mr. Barlow stated that MSD would participate and procure clearing of the log jams in those areas that abut the county bridges where in return the county would pay us a not to exceed of \$50,000 per year. He stated that we are waiting for permits for this year's clearing and will be good for three years. Mr. Barlow stated that once we have permits, we will put together a report identifying the worst ones and submit that to the county for reimbursement. He stated that some of the bridges are railroad bridges and those are to only be touched by the railroad. Mr. Barlow stated those are railroad bridges and they are very sensitive about any outside entities incur any kind of work on.

Department Head Update – Jason Donati, Sustainability Coordinator. Jason Donati stated and showed the 11-gallon recycling container people will receive when they sign up for the new recycling program. He stated this will help with no longer having the blue bags and will hopefully encourage more people to sign up for the recycling program. Mr. Donati stated there is a sea of blue in the Sanitation departments parking lot. He stated all the 96-gallon recycling totes are in the parking lot, they have been delivered, and all the kitchen containers have been delivered. Mr. Donati stated one recycling truck has arrived in Indianapolis and we are expecting that to arrive in Muncie soon. He stated the second recycling truck is not far behind that. Mr. Donati stated the new projected timeline would be to start the rollout of the totes the week of July 31, 2023, and begin picking up totes the following week. He stated for signups, we did a direct mail piece that we are working in partnership with the recycling partnership. Mr. Donati stated they are one of the leading recycling programs in the country. He stated they gave us a grant of \$50,000 to do public education and outreach related to recycling and they offer a significant amount of technical assistance. Mr. Donati stated he has a call check-in meeting with them every two weeks. He stated we work with them closely to develop the marketing. Mr. Donati stated all the material put out is evidence based and has been tested in many communities. He stated it is images and stock images that they know work well and work better. Mr. Donati stated we sent direct mailers to Monday, Tuesday, Thursday, and Friday routes. He stated there is strategy behind that, there are two different mailers to see which is the most effective. Mr. Donati stated once that is determined we will hit the Wednesday routes with the most effective mail piece. He stated this would be for everyone who has not signed up, they will receive a postcard with a bunch of options on how to sign up for the program. Mr. Donati stated there is the option to fill out and tear off a portion of the card that gets mailed to a PO box, call a phone number, send an email, or go to the website to sign up. He stated he checked the online sign up, there has been over 600 people sign up just from getting the postcard. Mr. Donati stated there are 130 voicemails and 20 emails. He stated the mail piece has been very effective. Mr. Donati stated Alli with Aspect 6 Creative supplied information that we have already exceeded the average response rate based on how many we sent out. He stated the number of sign-ups is 3,139 residents. Mr. Donati stated there have been a lot of questions about the blue bag program. He stated it is going away, there will be a transition period. Mr. Donati stated once the blue bag program completely goes away, the only way to participate in residential recycling is with the blue toter. He stated we are working with some communities or associations that have more space constraints to potentially offer 48-gallon blue toter. Mr. Donati stated we have ordered some of those. He stated we are working with these associations, and he has attended a lot of meetings and are in communication with their leadership on the best way to address those issues. Mr. Donati stated the blue recycling toter will be taken out and picked up on the same day as the trash toter. He stated two different trucks will pick each one up. Mr. Donati stated he is working with the recycle partnership to potentially do some radio advertisements because we have \$50,000 to use, and we will not use all of that with direct mailers. He stated the grant will also help pay for a magnet that will go with the blue totes and kitchen cans when they are delivered to those who sign up. Mr. Donati stated the magnet will show what is recyclable. He stated we are looking into radio advertisements to hopefully reach as many people as possible. Mr. Donati stated the 14th Annual Camp Prairie Creek is coming up July 24th through the 28th. He stated the registration file dup within an hour of opening it on Friday at 8:00 am, and it was full

before an hour. Mr. Donati stated the 100 spots are full and there is a waiting list of at least 20 kids. He stated he will send out an email next week to the people who made the first 100 to confirm that their children will be able to attend within a couple days. Mr. Donati stated if any do not confirm the waiting list will be opened to fill the spots. He stated that he will be hiring some camp counsels for anyone who would be interested. Mr. Donati stated it is for a week, must be 18 years or older, pass a drug screen and criminal background check. He stated we will be set up at the Delaware County Fair July 17th through the 22nd. Mr. Donati stated we put our trailer out there with lots of information from all the departments. Mr. Wolfe asked if there was any news on those who want to recycle downtown. Mr. Donati stated he is working closely with those who have an interest and he and Phil Reason try to meet with as many people downtown to figure out the best situation for each building. He stated we will work with everyone to figure out a solution for recycling. Mr. Leach stated he is glad we fille dup Camp Prairie Creek again. He stated the transition period from blue bags to blue toter will be difficult, so we need to make sure we communicate what the expectations are. Mr. Smith asked how someone applies for the camp counselor. Mr. Donati stated they can email him or call to set up an interview. Mr. Brand thanked Mr. Donati personally for attending a community workshop at Minnetrista for Ready Grant 2.0. He stated he appreciates Jason's involvement and visibility in helping the Muncie Sanitary District.

Old Business: None.

New Business:

1. Muncie South Levee Tie-Back Amendment Number 2 – John Barlow. Mr. Barlow stated Christopher Burke engineers are the engineers of record designing the tie back cutoff levee on the east side of Muncie. He stated we are doing it in conjunction with regulations and guidance from the Corps of Engineers. Mr. Barlow stated the Corps of Engineers sent out various and sundry additional requirements of MSD. He stated we need to have those studied and vetted. Mr. Barlow stated Christopher Burke, being the engineer on site, can take care of some of the additional requests by the Corps of Engineers and this amendment covers a couple of them. He stated the Corps of Engineers is requesting some risk reduction studies and failure evaluation. Mr. Barlow stated Christopher Burke can perform those for us. He stated in addition there will be some Geotech work they will be doing on checking some fill that we may be able to us that is currently at no cost to us. Mr. Barlow stated the fill must be checked and vetted to be sure it meets the Corps of Engineers standards. He stated the amendment is for \$68,900. Mr. Barlow asked the board to consider this for approval. Mr. Brand stated this is about a 7% increase in the original scope of work. He stated the important part to note is that there is a new requirement by the Corps of Engineers that the soil be certified for lean clay. Mr. Brand stated we need about 30,000 yards to do the tie-back levee. Mr. Brand entertained a motion to approve amendment number 2 as presented. Mr. Wolfe moved to approve. Mr. Leach provided second. Motion passed (4-0).

Additional Board Topics:

1. Mr. Leach stated his appreciation to Mr. Noble and his guys for their work on Wheeling that was sprung on them by Mr. Leach. He stated that this work will help the drainage on Wheeling and will fix the road. Mr. Leach stated he appreciated Mr. Noble, Mr. Anderson, and those in the Engineering department working through that.

2. Mr. Brand stated he attended the Trashman Day event that was held at the Sanitation Department. He stated the competition was fierce and the creativity exceeded his expectations and Mr. Reagon's as well. Mr. Brand stated that he expects the rules will be rewritten for the trash can race. Mr. Brand stated that Muncie Sanitary District provides the toters for the fair and all the trash is picked up. He stated that for anyone attending the fair to be sure all trash is put into the toters and kept off the ground so we can keep the ground clean and healthy.

Public Comments: None.

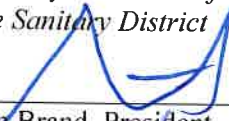
Adjourn: Mr. Brand stated our next regularly scheduled meeting will be held on Wednesday, July 12, 2023, at 11:30 a.m. in the City Hall Auditorium. Mr. Brand stated he would accept a motion to adjourn. Mr. Smith made a motion to adjourn the meeting for June 28, 2023. Mr. Leach seconded the motion. The motion was approved (4-0).

Respectfully Submitted,



Maggie Bales, Executive Office Manager

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



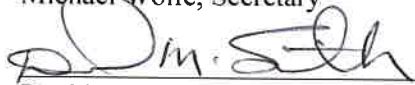
Stephen Brand, President



Adam Leach, Vice President



Michael Wolfe, Secretary



David Smith, Board Member

Tim Overton, Board Member