

BOARD OF SANITARY DISTRICT COMMISSIONERS REGULAR MEETING

WEDNESDAY, JUNE 25, 2025, 4:00 P.M. 1100 E. EIGHTH STREET

The meeting was called to order at 4:03 P.M. by President Don Babcock.

Commissioners present were Don Babcock, Tim Werner, and Andrew Sperling. Tance Falls and Tina Mahone were absent.

Staff present at the meeting were:

Rhonda Anderson, Superintendent of Water Reclamation

Rachel McCline Administrative Assistant/Secretary for the Board of Sanitary District Commissioners

Al Walus, Operations & Inspections Manager

Christopher Yagelski, Business & Facilities Manager

Wendy Vachet, Director of Public Works

Jewell Harris, Legal Counsel

Also present at the meeting were:

Mary-Lynn Wall, City Controller

Tom Nagle, Robinson Engineering

Nathan DeLisle, MS Consultants

Alonzo Garcia, Schneider Geomatics

Don Przybylinski, Michigan City Common Councilmember

Minutes

Mr. Sperling made a motion to approve the May 28, 2025 – Executive Session Minutes as presented – seconded by Mr. Werner. There being no question or comment on the matter, the motion carried 3 – 0 in favor.

Mr. Sperling made a motion to approve the May 28, 2025 – Regular Meeting Minutes as presented – seconded by Mr. Werner. There being no question or comment on the matter, the motion carried 3 – 0 in favor.

Mr. Babcock certified that an executive session was held before this meeting and that there was nothing discussed outside of the information posted in the advertisement for the session.

Public Comment

Councilman Przybylinski addressed the Board regarding Hitchcock Street dumping concerns and multiple trash piles throughout Michigan City. Councilman Przybylinski asked if the Sanitary District has any updates in reference to how this issue will be resolved.

Councilman Przybylinski advised that Bordan recycling has been bought out by Waste-Away for solid waste/recycling disposal.

Mr. Yagelski advised that the Sanitary District is in the process of developing strategic plan to resolve the issues brought up by Councilman Przybylinski. Conversation ensued and it was suggested that a designated location be established to allow residents to drop off special pickup items themselves. Mr. Yagelski noted that he will have an update at the next regular meeting.

Financial Report

As of May 31, 2025:

Storm Water Fund: \$883,909.15

Refuse Fund: \$2,513,285.70

Grant Fund: \$59,405.34

Special Revenue Fund: \$10,405.20

Levy Excess Fund: \$8,522.14

Operating Fund: \$(162,158.39)

Improvement Fund: \$790,276.62

Vehicle Replacement Fund: \$267,677.07

Equipment Replacement Fund: \$529,396.70

Karwick Remediation Fund: \$208,009.87

SRF Debt Fund: \$558,262.63

SRF Bond Interest: \$225,546.72

Mr. Babcock recommended that a Budget Performance Report be presented at each meeting. Mrs. Wall understood.

Harris Law Firm PC

Mrs. Anderson submitted Invoice No. 11128 in the amount of \$56.25, Invoice No. 11129 in the amount of \$326.25, Invoice No. 11130 in the amount of \$787.50, Invoice No. 11131 in the amount of \$618.75, Invoice No. 11132 in the amount of \$562.50, Invoice No. 11133 in the amount of \$589.50 from Harris Law Firm PC and recommended approval of the same.

Mr. Werner made such a motion - seconded by Mr. Sperling. There being no further question or comment on the matter, the motion carried 3 – 0 in favor.

Christopher B. Burke Engineering

Mrs. Anderson provided the Board with a May Progress Report for Wastewater and Stormwater Engineering Services. Mrs. Anderson submitted Invoice No. 38541 in the amount of \$2,968.16 and recommended approval of the same.

Mr. Werner made such a motion - seconded by Mr. Sperling. There being no further question or comment on the matter, the motion carried 3 – 0 in favor.

Mrs. Anderson provided the Board with an on-call Municipal Separate Storm Sewer System (MS4) Compliance Report from Christopher B. Burke Engineering. There is no invoice for the services rendered at this time.

MS Consultants, Inc.

Mr. DeLisle advised that Baker Tilly is near the completion of reviewing the Sanitary District's financials in relation to the Rate Study. Mr. DeLisle reported that an internal working meeting with City and Sanitary District officials is scheduled for July 9, 2025.

Schneider Geomatics

Mr. Garcia provided the Board with a project status update for the Lake Avenue/Highway 12 Lift Station project. The Permit review and coordination for the Amtrak Railroad pipe crossing is ongoing. All requested supplemental information has been submitted to the railroad. It has been determined that additional geotechnical exploration will not be required. The Indiana Department of Environmental Management (IDEM) Sanitary Sewer Permit review for sewer extension and regulatory approval is ongoing.

Mrs. Anderson submitted Invoice No. 196304 from Schneider Geomatics in the amount of \$3,980.00 and recommended approval of the same.

Mr. Werner made such a motion - seconded by Mr. Sperling. There being no further question or comment on the matter, the motion carried 3 – 0 in favor.

Mr. Garcia provided the Board with a project status update for the Michigan City Annexed Area Sewer Extension Project (MCASE). It was noted that Rieth-Riley Construction Co. is making progress and has completed several aspects of the project.

Mrs. Anderson submitted Invoice No. 196303 to Schneider Geomatics in the amount of \$15,912.50 and recommended approval of the same.

Mr. Werner made such a motion - seconded by Mr. Sperling. There being no question or comment on the matter, the motion carried 3 – 0 in favor.

Mrs. Anderson submitted Invoice No. 3620457-3 from Rieth-Riley in the amount of \$125,346.60 and recommended approval of the same.

Mr. Werner made such a motion – seconded by Mr. Sperling. There being no question or comment on the matter, the motion carried 3 – 0 in favor.

MCSAN Staff Monthly Reports

Mrs. Anderson provided the Board with Sanitary District staff monthly reports.

Regarding an event that took place on May 7, 2025, Mr. Werner asked if the contractor (Reith-Riley) would be responsible for the costs that were incurred to repair the broken manhole casting and cover that the company damaged. Mr. Walus advised that Sanitary District officials would investigate the matter and make a recommendation at the next regular meeting.

Approve & Allow Revenue & Tax Levy Claims for Payment

Mr. Sperling made a motion to ratify the May 28, 2025, Revised version of the Revenue & Tax Levy Claims for payment – seconded by Mr. Werner. There being no further question or comment on the matter, the motion carried 3 – 0 in favor.

Mr. Sperling made a motion to approve and allow the June 25, 2025, Revenue & Tax Levy Claims for payment – seconded by Mr. Werner. There being no question or comment on the matter, the motion carried 3 – 0 in favor.

Old Business

Mr. Walus provided the Board with an update on the Utility Emergency Repair Program that was introduced at the last regular meeting. Mr. Walus advised that the Sanitary District identified two (2) emergency repair items: 1. Franklin Street/Valentine Court Storm Inlet Cave-In. 2. Franklin Street/10th Street Manhole Casting Adjustment.

Mr. Walus advised that emergency repair item no. 1 was assessed and it was determined that the repair be done in-house. Mr. Walus noted that the project is complete.

Mr. Walus reported that the Sanitary District issued a request for quotes regarding emergency repair item no. 2. Mr. Walus advised that in reviewing the additional cost for including concrete collars within the scope of this repair, the Sanitary District staff re-

evaluated the need for concrete collars and decided to delete the collars from the scope of work and perform the repairs in-house. In accordance with the Request for Quotes (RFQ) Specification Section 1.4.C, the Sanitary District rejected all quotes to perform the repairs in-house using a simplified repair procedure that does not involve concrete collars.

Mr. Walus then provided the Board with an Award Decision Memorandum and Quote Tabulation that was sent to all Quoters.

Mr. Babcock asked if the Sanitary District would allow other contractors to provide input on the RFQ during the pre-bidding process. Mr. Walus stated that the contractors will provide unit pricing on equipment, and labor. Mr. Walus noted that the Board will have the option to approve the contractors with the most equitable prices.

Mr. Walus reported that the City of Michigan City Planning Commission approved the Storm Water Ordinance at the June 24, 2025, meeting. Mr. Walus highlighted *Section 46-238 Requirement to Prevent, Control and Reduce Stormwater Pollutants by the Use of Best Management Practices*. The Department will establish requirements identifying best management practices (BMPs) for any activity, operation or facility which may cause or contribute to pollution or contamination of stormwater, the storm drain system or waters of the United States.

Section 46-239 Watercourse Protection states that every person owning property through which a watercourse passes, or such person's lessee that has assumed the responsibility for managing a property, shall keep and maintain that part of the watercourse within the property free of trash debris, and other obstacles that would pollute contaminate or significantly retard the flow of water through the watercourse.

Mr. Walus explained that if there are non-compliances, the initial process is to work with the individual entity to resolve the matter and implement a remediation plan.

Mr. Walus recommended Board approval to ratify the Stormwater Ordinance as presented.

Mr. Babcock advised that he was uneasy about approving the ratification of the mentioned Ordinance without given the opportunity to read it with the noted revisions. Mr. Babcock then recommended either tabling the matter until the next meeting or holding a Special Meeting to approve the Ordinance later.

Mr. Werner recommended that the Board approve the Ordinance as presented to keep the process moving forward.

Mr. Werner then made a motion to approve the Stormwater Ordinance as presented – seconded by Mr. Sperling. There being no further question or comment on the matter, the motion carried 3 – 0 in favor.

New Business

Mr. Walus gave a brief presentation regarding Trail Creek Week. Trail Creek Week has been designed as a multi-component, immersive experience for students to learn about watershed. The activities include students getting in canoes with professional guides and paddling in Trail Creek. As part of the National Pollutant Discharge Elimination System (NPDES) Stormwater Phase II Permit issued to Michigan City, also known as MS4 Program, there are certain annual activities that must be performed each year.

Mr. Walus advised that historically, the Sanitary District has funded \$5,000.00 towards the overall cost of the event. The overall cost for the 2025 event is \$14,400.00. Mr. Walus then recommended approval allowing the Sanitary District to fund \$5,000.00 towards the 2025 event as presented.

Mr. Sperling made such a motion – seconded by Mr. Werner. There being no further question or comment on the matter, the motion carried 3 – 0 in favor.

Mrs. Anderson advised that the Sanitary District updated several job descriptions to more accurately reflect who an employee reports to. Other updates included changes to the requirement levels for each job. The updated jobs are the following; *Refuse Loader, Refuse Driver/Loader, Construction Crew Leader, Collection Maintenance/Video & GIS, Collection Maintenance, Collection Maintenance-In-Training, Laboratory/QMS Manager, Laboratory Technician I, Laboratory Technician II, Maintenance Laborer, Maintenance Mechanic I, Maintenance Mechanic II, Plant Operator I, Plant Operator II, Filter Press Operator, Plant Maintenance Manager, and Receptionist-Dispatcher.*

Mrs. Anderson then recommended approval of the same.

Mr. Sperling made such a motion – seconded by Mr. Werner. There being no further question or comment on the matter, the motion carried 3 – 0 in favor.

Mrs. Anderson advised that the Sanitary District has a need for a new position in the Maintenance department. Mrs. Anderson presented an Assistant Plant Maintenance Manager Job Description, an updated Sanitary District Organizational Work Chart, and an updated Sanitary District 2025 Salary Resolution and recommended approval of the same.

Mr. Werner made such a motion – seconded by Mr. Sperling. There being no further question or comment on the matter, the motion carried 3 – 0 in favor.

Mr. Babcock asked if there were any updates on the Michigan City Ditch Review in relation to the public comment at the May 28, 2025, regular meeting.

Mr. Walus advised that the Sanitary District is required to inspect all the open ditches and catch basins throughout Michigan City every five (5) years to remain in compliance with the MS4 Program.

Mr. Walus provided the Board with a map of Michigan City's legal drains. Mr. Walus advised that the legal drains are monitored and maintained by the Sanitary District. Mr. Walus noted that Sanitary District officials will be reviewing previous ditch maintenance practices and will present a full report at the next regular meeting.


Mr. Yagelski noted that depending on the project, funding may come from other entities such as the Redevelopment Commission.

Attorney Harris recommended that the Controller's office includes the source of funds in the monthly Claims Docket.

Mrs. Wall advised that claims not paid through the Sanitary District are included in the Board of Works Claims Docket. The Sanitary District's Board of Commissioners must approve the expenditure first.

Mr. Werner made a motion to adjourn the meeting at 5:22 P. M. – seconded by Mr. Sperling. There being no question or comment on the matter, the motion carried 3 – 0 in favor.

Next Board of Sanitary District Commissioners Regular Meeting – July 23, 2025, at 1100 E. Eighth Street, Michigan City, IN 46360 at 4:00 PM Local Time.



Don Babcock, President

7/23/25