

BOARD OF SANITARY DISTRICT COMMISSIONERS REGULAR MEETING

WEDNESDAY, JULY 23, 2025, 4:00 P. M. 1100 E. EIGHTH STREET

Michigan City Board of Sanitary District Commissioners

Andrew Sperling (Mayoral appointment 6/20/2024 – 6/21/2028)
Tina Mahone (Mayoral appointment 7/1/2025 – 7/1/2029)
Don Babcock (Mayoral appointment 4/23/2024 – 1/1/2027)
Tance Falls (Mayoral appointment 11/8/2024 – 11/9/2028)
Timothy Werner City Engineer – virtue of position

The meeting was called to order at 4:04 P.M. by President Don Babcock.

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

Also present at the meeting were:

Ross Hagen, Baker Tilly
Nathan DeLisle, CDS Engineering
Tom Nagle, Robinson Engineering
John Kremke, Schneider Geomatics
Alonzo Garcia, Schneider Geomatics
Mary-Lynn Wall, City Controller

Minutes

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.

Mr. Sperling made a motion to approve the June 25, 2025 – Executive Session Minutes as presented – seconded by Mrs. Mahone. There being no question or comment on the matter, the motion carried 4 – 0 in favor.

Mr. Sperling made a motion to approve the June 25, 2025 – Regular Meeting Minutes as presented – seconded by Mrs. Mahone. There being no question or comment on the matter, the motion carried 4 – 0 in favor.

Public Comment None

Financial Report

As of June 30, 2025:

Refuse Fund: \$2,360,328.79

Grant Fund: \$88,610.49

SRF Debt Reserve Fund: \$560,354.33

SRF Bond and Interest Fund: \$265,897.50

Stormwater Fund: \$722,096.12

Special Fund: \$10,405.20

Karwick Remediation Fund: \$208,129.55

Levy Excess Fund: \$8,522.14

Operating Fund: \$210,780.81

Improvement Fund: \$790,276.62

Vehicle Replacement Fund: \$267,677.07

Equipment Replacement Fund: \$529,396.70

Mrs. Wall provided the Board with a Budget Performance Report from the Fiscal Year to date July 31, 2025. Mrs. Wall advised that the Controller's office is in the process of working with the Sanitary District to create a budget for 2026 and will have more information regarding that at the next regular meeting.

Approve & Allow Revenue & Tax Levy Claims for Payment

Mr. Sperling made a motion to approve and allow the July 23, 2025, Revenue & Tax Levy Claims for payment – seconded by Mrs. Mahone. There being no further question or comment on the matter, the motion carried 4 – 0 in favor.

Harris Law Firm PC

Mrs. Anderson provided the Board with the monthly retainer for legal services.

Christopher B. Burke Engineering

Mrs. Anderson provided the Board with the June 2025 Progress Report for Wastewater and Stormwater Engineering Services. Mrs. Anderson submitted Invoice No. 38941 in the amount of \$2,412.50 and recommended approval of the same.

Mr. Sperling made such a motion – seconded by Mrs. Mahone. There being no further question or comment on the matter, the motion carried 4 – 0 in favor.

Mrs. Anderson submitted Invoice No 38645 in the amount of \$11,340.72 for Municipal Separate Storm Sewer Systems (MS4) Services and recommended approval of the same.

Mr. Sperling made such a motion – seconded by Mrs. Mahone. There being no further question or comment on the matter, the motion carried 4 – 0 in favor.

Schneider Geomatics

Mr. Kremke provided the Board with a Project Status Report for the Lake Avenue/Highway 12 Lift Station Project. The contractor is expected to begin work in mid-August 2025. Construction will start at the Wastewater Treatment Plant and continue east and north to U.S. Highway 12.

Mrs. Anderson submitted Invoice No. 196612 from Schneider Geomatics in the amount of \$3,655.00 and recommended approval of the same.

Mr. Sperling made such a motion – seconded by Mrs. Mahone. There being no question or comment on the matter, the motion carried 4 – 0 in favor.

Mr. Kremke provided the Board with a Project Status Report for the Michigan City Annexed Area Sewer Extension Project (MCASE). The Jack/Bore subcontractor is working on the U.S. Highway 20 crossing. Pipe installation on the south side of U.S. Highway 20 is substantially complete. The piping and manholes have been pressure tested, vacuum tested, and mandrel tested. The Jack/Bore of pipe under Motts Parkway is complete. The permitting from the Indiana Department of Transportation has been approved.

Mrs. Anderson submitted Invoice No. 196611 from Schneider Geomatics in the amount of \$14,037.50 and recommended approval of the same.

Mrs. Mahone made such a motion – seconded by Mr. Falls. There being no question or comment on the matter, the motion carried 4 – 0 in favor.

Mrs. Anderson submitted Invoice No. 3620457-4 from Rieth-Riley Construction Co., Inc. in the amount of \$114,713.10 and recommended approval of the same.

Mrs. Mahone made such a motion – seconded by Mr. Falls. There being no question or comment on the matter, the motion carried 4 – 0 in favor.

Ms. Vachet recommended that all the projects include an Application for Payment.

MCSAN Staff Monthly Reports

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

Mrs. Anderson advised that the Sanitary District has acquired an Assistant Plant Maintenance Manager, Kevin Rogers. Mr. Rogers has eleven (11) years of experience as a Master Mechanic at a Wastewater Treatment Plant.

Mrs. Anderson reported a Sulfur-Dioxide leak in the Wastewater Treatment Plant that occurred on June 30, 2025. It was noted that all safety precautions were taken, and the leak contained and there were no recordable injuries.

Old Business

Mr. Walus submitted the Standard Operating Procedures (SOP) Handbook and Project Manual for the Utility Emergency Repair Program. The purpose of the SOP Handbook is to identify procedures to follow in response to Utility Emergency Repairs. It was noted that this SOP Handbook identifies a Michigan City Sanitary District (MCSD) Utility Task Force that is assigned the responsibility to assure that disruptions to the MCSD's utilities are resolved in an efficient and cost-effective manner, so that the inconvenience to the users of the utilities is minimized and so that all environmental concerns are appropriately addressed.

Mr. Walus advised that the Sanitary District will be holding a Pre-Bid Meeting on August 13, 2025, followed by a Request for Bids at the Regular Board Meeting scheduled for August 27, 2025. Mr. Walus noted that the proposal will be awarded to multiple contractors at the September 24, 2025, Regular Board Meeting.

Mr. Walus explained that upon approval, the Utility Emergency Repairs Program would be valid from October 1, 2025, through December 31, 2026. The program would then be renewed on an annual basis after the year 2026.

Mr. Walus then recommended Board approval of the SOP Handbook and Project Manual for the Utility Emergency Repair Program as presented.

Mr. Falls made such a motion – seconded by Mr. Sperling. There being no further question or comment on the matter, the motion carried 4 – 0 in favor.

Regarding the paving crew damage to a manhole on Barker Avenue (west of Woodland Avenue), Rieth-Riley Construction Co., Inc. was determined to be the cause of the sewer problems encountered by Sanitary District staff on May 7, 2025. The Sanitary District is

submitting this claim to Rieth-Riley Construction Co., Inc. to reimburse the Sanitary District for its time, equipment, and materials that were expended to resolve the matter. It was noted that the total cost to the Sanitary District related to this repair is in the amount of \$1,017.62.

Ms. Vachet advised that the Sanitary District's accounting team continues to make progress with the cost leakage regarding the sewer billing. It was noted that Ms. Vachet will have a full report at the next regular meeting.

Regarding the illegal dumping on Hitchcock Street, Mr. Yagelski advised that barriers have been placed at the site to inhibit easy access.

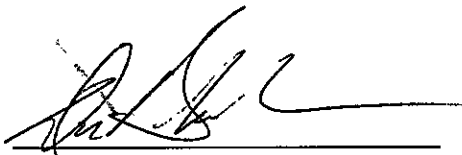
Mrs. Anderson submitted a Master Service Agreement between the City of Michigan City and CDS Engineers, Inc. for the performance of engineering services. It was noted that this agreement shall not exceed \$50,000.00. Mrs. Anderson then recommended Board approval of the same.

Mr. Sperling made such a motion – seconded by Mrs. Mahone. There being no further question or comment on the matter, the motion carried 4 – 0 in favor.

Mr. Babcock congratulated Mr. Walus for his efforts on the Striebel Arm Ditch Flood Control Project that was presented in The Beacher.

Mr. Babcock made a motion to adjourn the meeting at 4:47 P.M. - seconded by Mr. Sperling. There being no question or comment on the matter, the motion carried 4 – 0 in favor.

Next Board of Sanitary District Commissioners Regular Meeting – August 27, 2025, at 1100 E. Eighth Street, Michigan City, IN 46360 at 4:00 P.M. Local Time.



Don Babcock, President