

## **BOARD OF SANITARY DISTRICT COMMISSIONERS REGULAR MEETING**

**WENDESDAY, NOVEMBER 19, 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 4:10 P.M. by President Don Babcock.

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

Staff present at the meeting were:

Rhonda Anderson, Superintendent of Water Reclamation  
Al Walus, Operations & Inspections Manager  
Rachel McCline, Administrative Assistant/Board Secretary  
Christopher Yagelski, Business & Facilities Manager  
Wendy Vachet, Director of Public Works  
Jewell Harris, Legal Counsel

Also present for the meeting were:

Scott Meland, Michigan City Resident  
John Kremke, Schneider Geomatics  
Dan Cutshaw, CDS Engineering  
Tom Nagle, Robinson Engineering  
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. Werner made a motion to approve the minutes for October 29, 2025, Executive Session and Regular Meeting as presented – seconded by Mr. Sperling. There being no question or comment on the matter, the motion carried 4 – 0 in favor.

### **Public Comment**

None

**Financial Report**

As of September 30, 2025:

Refuse Fund: \$1,917,272.89

Grant Fund: (\$2,601.20)

SRF Debt Reserve Fund: \$572,138.94

SRF Bond and Interest Fund: \$307,368.58

Storm Water Fund: \$772,058.39

Special Fund: \$10,686.01

Karwick Remediation Fund: \$208,321.96

Levy Excess Fund: \$8,522.14

Operating Fund: \$717,229.78

Improvement Fund: \$790,276.62

Vehicle Replacement Fund: \$267,677.07

Equipment Replacement Fund: \$529,396.70

Mr. Werner made a motion to approve and allow 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**

No reports.

**Schneider Geomatics**

Mr. Kremke provided the Board with a Project Status Report for Lake Avenue and Highway 12 Lift Station Sewer Relief Project. It was noted that the permit review and coordination for the Amtrak Railroad pipe crossing is ongoing. Amtrak has requested additional geotechnical borings outside of their right-of-way. The next steps are being coordinated with the property owner and a geotechnical consultant.

Mr. Kremke submitted Change Order Request No. 2 from H&G Underground Utilities in the amount of \$8,696.16 and Work Change Directive No. 3. Mr. Kremke explained that the scope of work for Change Order No. 2 is to install up to 2,000 LF Owner-Supplied 1-1/4" SDR 13 HDPE conduit for informational technology use and install up to (4) Owner-Supplied access boxes for HDPE conduit. The work specified in this change order is not expected to affect the contract time for substantial completion.

Mrs. Anderson then recommended approval of Change Order No. 2 from H&G Underground Utilities and Work Change Directive No. 3 as presented.

Mr. Werner 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.

Mrs. Anderson submitted Pay Request No. 4 from H&G Underground Utilities in the amount of \$13,369.44 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 Pay Request No. 197842R from Schneider Geomatics in the amount of \$9,398.75 and recommended approval of the same.

Mr. Werner 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). It was noted that the final work remaining consists of grading and earth moving, grass and wetland restoration along the project route and general infrastructure and site cleanup.

Mrs. Anderson submitted Pay Request No. 197841 from Schneider Geomatics in the amount of \$11,680.00, Pay Request No. 3620458-8 from Rieth-Riley Construction Co., in the amount of \$137,834.55 and a Letter of Substantial Completion of the MCASE Project. Mrs. Anderson then recommended approval of the same.

Mr. Werner 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. Kremke submitted Pay Request No. 197851 from Schneider Geomatics in the amount of \$5,106.25 for Topo/Engineering Services at 1933 Lake Shore Drive to address clogged drywells. Mrs. Anderson recommended approval of the same.

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

**Christopher B. Burke Engineering Ltd.**

Mrs. Anderson submitted Invoice No. 40077 from Christopher B. Burke Engineering Ltd. for On-call Wastewater Compliance Services in the amount of \$6,602.50 and 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 4 – 0 in favor.

Mrs. Anderson submitted a Progress Report for the On-call MS4 Compliance Services in addition to Invoice No. 40586 from Christopher B. Burke Engineering Ltd. in the amount of \$9,742.61 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.

**CDS Engineers, Inc.**

Mr. Cutshaw advised that CDS Engineers, Inc., continues to work with the Sanitary District by performing Primary Clarifier Pilot Studies to determine cost savings. It was noted that the next Pilot Study will be performed in December 2025. Mr. Cutshaw recommended a meeting with Sanitary District officials in the next week or two (2) to discuss the next steps.

Mrs. Anderson submitted Invoice No. 008-25-01\_3 from CDS Engineers, Inc. in the amount of \$6,942.40 and recommended approval of the same.

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

**300 N Lift Station Sewer System Project Update**

Ms. Vachet advised that the City of Michigan City and LaPorte County officials continue to execute the technical details to resolve this matter.

**Michigan City Sanitary District 2-Year Plan**

Mr. Walus advised that the Sanitary District is working with Krohn & Associates regarding updates to the Fee Structure for Permits/Reviews. Also, Mr. Walus advised that an update regarding System Development Charges will be provided at the next regular meeting.

Mr. Walus noted that a kick-off meeting was held on November 4, 2025, with Robinson Engineering to discuss a Collection System Assessment of the Esplanade and Edgewood areas. Regarding the Lift Station Assessment, the Sanitary District is providing historical data to Christopher B. Burke Engineering, Ltd. for review.

Regarding the Ditch Maintenance Plan, Mr. Walus advised that Sanitary District officials and Christopher B. Burke Engineering, Ltd. performed an on-site assessment of Striebel Arm Ditch on November 14, 2025. After monitoring the ditch all summer, it was determined that the ditch is open and free flowing with no indication of an increase in water flowing over the weir.

### **Water Reclamation Superintendent**

Mrs. Anderson advised that the semi-annual Whole Effluent Toxicity (WET) analysis was completed and the Sanitary District effluent was determined to be neither acutely nor chronically toxic to aquatic life. Mrs. Anderson noted that the Sanitary District's laboratory proficiency evaluation results were submitted to the Indiana Department of Environmental Management (IDEM) and all results were acceptable.

Mrs. Anderson reported that an in-house decision was made to have a contractor assist the Sanitary District staff rather than utilizing a contractor exclusively to load and haul biosolids to a farm in Lacrosse, Indiana. It was noted that the week-long team effort including the Refuse and Collection departments went better than expected with 61% in savings from the last two (2) times biosolids were hauled.

### **Old Business**

Mr. Walus reported that the Sanitary District had an IDEM audit on October 7, 2025. It was noted that the audit report came back with no findings and the report will be provided in next month's Board packet.

Mr. Walus advised that a contract was approved with Great Lakes Engineering (now Schneider Geomatics) on December 18, 2024, for services related to drainage issues in the Birch Tree Farms neighborhood and adjacent areas. In March 2025, an initial Concept Plan was completed with an update provided in late July 2025. The July 2025 update included a potential Phasing Plan, divided into two phases. It was noted that Sanitary District officials are reviewing the Phasing options with City officials to discuss possible funding options and scheduling.

### **New Business**

Mr. Walus advised that Indiana Department of Transportation (INDOT) needs to replace the drainage structure on U.S. Hwy 12 at Meer Road. It was noted that there are water and sewer lines that will need to be relocated to replace the drainage structure.

Mr. Walus submitted a proposal from Lawson-Fisher Associates P.C. for Professional Engineering Services for the design of the sanitary sewer relocation required by INDOT's U.S. 12 Small Structure Project at White Ditch in the amount of \$27,500.00.

Mr. Werner made a motion to approve the proposal from Lawson-Fisher Associates P.C. as presented – seconded by Mrs. Mahone. There being no further question or comment on the matter, the motion carried 4 – 0 in favor.

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Mr. Yagelski advised that the Sanitary District has cancelled its 5-year contract with Pitney Bowes to lease a postage machine in the amount of \$3,200.00.

Mr. Babcock entertained a motion to adjourn the meeting at 5:12 P.M. – seconded by Mr. Sperling.

Next Board of Sanitary District Commissioners Regular Meeting – **December 17, 2025, at 1100 E. Eighth Street, Michigan City, IN 46360 at 4:00 P.M. Local Time.**

A handwritten signature in black ink, appearing to read 'Don Babcock', is written over a horizontal line.

Don Babcock, President