



MINUTES OF THE EXECUTIVE SESSION FOR
GARY SANITARY DISTRICT BOARD OF COMMISSIONERS
HELD ON **DECEMBER 2, 2019** AT 10:00AM – 3600 W. 3rd Ave., Gary, IN

1. The meeting was called to discuss the following, as authorized under Indiana Code Section 5-14-1.5-6:

- The initiation of litigation, pending litigation, or written notice of threatened litigation.

2. The following persons were in attendance at the Executive Session:

<u>PRESENT</u>	<u>ABSENT</u>
Tramel Raggs, President	
Maurice G. Mabon, Vice-President	
Ola V. Morris, Secretary	
Charles W. Jackson, Jr., Member	
Angela E. Jones, Member	
Daniel F. Vicari, Executive Director	
Vern E. White, Director of Administration	
Jewell Harris, Jr., Attorney	
Mayor Karen Freeman-Wilson	

3. The following matters were discussed and information received by the Board during its advertised Executive Session, and NO OFFICIAL ACTION was taken.

- The initiation of litigation, pending litigation, or written notice of threatened litigation.

**GARY SANITARY DISTRICT
BOARD OF COMMISSIONERS**



Tramel Raggs, President



Ola V. Morris, Secretary



MINUTES OF THE GARY SANITARY DISTRICT BOARD OF COMMISSIONERS
REGULAR MEETING HELD ON **DECEMBER 2, 2019**

BOARD OF COMMISSIONERS MEETING

DATE: Monday, December 2, 2019
TIME: 11:00AM
LOCATION: GSD, Board Room

TYPE: Regular Meeting
NOTICE PROVIDED IN ADVANCE: YES
QUORUM: YES

BOARD MEMBERS PRESENT

Tramel Raggs, President
Maurice G. Mabon, Vice-President
Ola V. Morris, Secretary
Charles W. Jackson, Jr., Member
Angela E. Jones, Member

ABSENT MEMBERS

OTHERS PRESENT

Daniel F. Vicari, Executive Director
Vern E. White, Director of Administration
Jewell Harris, Jr., Attorney

OTHERS ABSENT

Mayor Karen Freeman-Wilson

Call to Order: 11:18 AM by Commissioner Raggs

Commissioner Raggs began the Meeting with the Pledge of Allegiance followed by Roll Call. He then certified that prior to the December 2, 2019 Board Meeting, there was an Executive Session held and there was nothing discussed in the Executive Session that was not indicated on the Posted Notice of the Executive Session; and being in compliance with the Indiana Statutes, there were no final votes held during the Executive Session. Commissioner Raggs asked if any Board Member dissented to the certification. Hearing none, he then proceeded with the meeting.

1. MINUTES

As per the Minutes of the November 18, 2019 Board Meeting, Commissioner Raggs called for the Board's pleasure with respect to approving the minutes. A motion to accept the Minutes of the Executive Session Items and the Regular Meeting Minutes of November 18, 2019 with any/all noted corrections; was given by Commissioner Morris. The motion for approval of the minutes was seconded by Commissioner Mabon and passed without dissent.

The vote: Four (4)-Ayes / One (1)-Abstention (Jones)

2. NEW BUSINESS

2a. A Motion to Approve GSD's Payroll Earnings for Period Ending: October 28, 2019 thru November 10, 2019, in the amount of \$239,462.03.

Overview: Director of Administration Vern White asked for the Board's approval of the GSD Payroll Earnings Report submitted as GSD Agenda Item 2a.



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Commissioner Raggs called for the Board's pleasure with respect to approving GSD Agenda Item 2a. Commissioner Jackson gave the motion to approve. The motion for approval of the GSD's Payroll Earnings (October 28, 2019 thru November 10, 2019) was seconded by Commissioner Mabon and passed/approved.

The vote: Four (4)-Ayes / One (1)-Abstention (Jones)

2b. A Motion to Approve GSD Resolution No. SD19-11, Authorizing the Sale of Bonds of the District through The Hammond Local Public Improvement Bond Bank.

Overview: Executive Director Vicari stated GSD Resolution No. SD19-11 authorizes the approval of the sale of GSD Bonds, relating to Resolution No. SD11-43 and Resolution No. SD19-10, through the Bond Bank.

Executive Director Vicari recommended approval of Agenda Item 2b.

Commissioner Raggs called for the Board's pleasure with respect to approving GSD Agenda Item 2b. Commissioner Jackson gave the motion to approve. The Motion to Approve GSD Resolution No. SD19-11, Authorizing the Sale of Bonds of the District through The Hammond Local Public Improvement Bond Bank was seconded by Commissioner Mabon and passed/approved.

The vote: Four (4)-Ayes / One (1)-Abstention (Jones)

2c. A Motion to Approve Contract Amendments for the Professional Services Contracts for Year 2018 and Year 2019 between Gary Sanitary District and Whittaker & Associates.

Overview: Executive Director Vicari stated this Motion is for approval to match the 2018 and 2019 contracts with services actually rendered.

Executive Director Vicari recommended approval of Agenda Item 2c.

Commissioner Raggs called for the Board's pleasure with respect to approving GSD Agenda Item 2c. Commissioner Mabon gave the motion to approve. The Motion to Approve Contract Amendments for the Professional Services Contracts for Year 2018 and Year 2019 between Gary Sanitary District and Whittaker & Associates was seconded by Commissioner Morris and passed/approved.

The vote: Five (5)-Ayes / Zero (0)-No

3. CLAIMS

3a. GSD Claims Numbers: 4566 thru 4674, in the amount of \$726,808.32

Overview: Director of Administration Vern White recommended approval and ratification of the GSD Claims.

Commissioner Raggs called for the Board pleasure with respect to approving GSD Agenda Item 3a. Commissioner Jackson gave the motion to approve. The motion for approval and ratification of GSD Claims Numbers 4566 thru 4674 was seconded by Commissioner Mabon and passed/approved.



The vote: Five (5)-Ayes / Zero (0)-No

4. INFORMATION UPDATES

4a. Plant Superintendent

Rhonda Anderson, Plant Superintendent, provided the Board with plant updates:

Overview:

General

- The December 2019 Northwest Indiana Operators Association (NWIOA) meeting will be hosted by GSD on Thursday, December 5th. The speakers will be Amanda Candida, Jim Fitzpatrick and Heather Cheslek (from Black & Veatch). Topic will be: Dual Use Filtration for Peak Flow Management.
- On Friday, December 13th (11:30am), there will be a 90% Design Meeting for the Boiler Replacement Project.
- On Friday, December 13th (1:00pm), there will be a meeting concerning a 3-D Model Walk-Through and Design Progress regarding the Grit System Improvements Project.
- Year 2020 Departmental Budget Proposals have been submitted and are currently being reviewed.
- Year 2019 Employee Performance Evaluations are currently being completed.
- Five (5) GSD Managers participated in a webinar "Using Behavior Based Interviewing to Select the Right Candidate".

Operations

- On Thursday, December 12th, the monthly Operations Conference Call with CDM Smith, Inc. will take place to review data trends and discuss opportunities to tweak plant performance.
- Through the date of October 31st, GSD treated 20% MORE water than the same time period in 2018.
- The Operations Department is seeking to hire Certified WWTP Operators. If a candidate is not already certified, college graduate candidates with STEM (Science, Technology, Engineering and Mathematics) Majors can be considered.

Question: Commissioner Jackson asked if there were any current employees within GSD who would qualify to move into the positions of Certified WWTP Operators.

Response: Mrs. Anderson stated she was unaware of any current GSD employees interested in nor qualified to hold a position as a Certified WWTP Operator.

Maintenance

- Sweney Electric has completed the Collections Farage Lighting Fixture Project.

4b. Construction Activities

Eric Tonk provided the Board with updates on GSD Spring 2019 Construction Activities:

Overview:

- Aeration Project:
 - o Project is still in its submittal stage.



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- Clark Road Improvements Project:
 - o One (1) punch-list items to complete (still awaiting NIPSCO needs to lower a valve).
- Ambridge Neighborhood Sewer Rehabilitation Project:
 - o Project completion is expect this week.
- Lake Street Road Construction Project:
 - o The current phase of project is coming to an end.
- Forest Avenue Storm Water Improvement Project:
 - o Project has been completed.
- 20th Avenue – Taft to Ellsworth Storm Water Improvements Project:
 - o Paving delayed due to unexpected cold weather. Project should be completed by year's end.

5. DISCUSSION

Commissioner Raggs took this opportunity to welcome and introduce the Gary Sanitary District's news Board Member – Attorney Angela E. Jones. Commissioner Raggs asked Commissioner Jones to introduce herself:

Commissioner Jones gave an overview of herself by stating:

- Born and Raised in Gary, Indiana
- 1985 Roosevelt High School Graduate
- Owns/operates an independent law office in the Miller section of Gary, Indiana
- Public Defender for Lake County Government

6. REQUEST TO SPEAK

There was no one present requesting to speak.

7. ADJOURNMENT

With no further business to discuss, the meeting was adjourned at 11:36AM

ADOPTED BY THE BOARD DURING THE MEETING ON:

12/16/2019

Tramel Raggs, President

Ola V. Morris, Secretary

BOARD OF COMMISSIONERS

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