



MINUTES OF THE EXECUTIVE SESSION FOR  
GARY SANITARY DISTRICT BOARD OF COMMISSIONERS  
HELD ON FEBRUARY 19, 2020 AT 10:00AM – 3600 W. 3<sup>rd</sup> 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:

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**PRESENT**

Tramel Raggs, President  
Maurice G. Mabon, Vice-President  
Ola V. Morris, Secretary  
Charles W. Jackson, Jr., Member  
Daniel F. Vicari, Executive Director  
Vern E. White, Director of Administration  
W. Tony Walker, Attorney

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**ABSENT**

Angela E. Jones, Member

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

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Tramel Raggs, President

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Ola V. Morris, Secretary



MINUTES OF THE GARY SANITARY DISTRICT BOARD OF COMMISSIONERS  
REGULAR MEETING HELD ON **FEBRUARY 19, 2020**

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**BOARD OF COMMISSIONERS MEETING**

**DATE:** Wednesday, February 19, 2020  
**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

**ABSENT MEMBERS**

Angela E. Jones, Member

**OTHERS PRESENT**

Daniel F. Vicari, Executive Director  
Vern E. White, Director of Administration  
W. Tony Walker, Attorney

**OTHERS ABSENT**

**Call to Order:** 11:15 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 February 19, 2020 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 February 3, 2020 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 February 3, 2020 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 / Zero (0)-No

**2. NEW BUSINESS**

**2a. A Motion to Approve GSD's Payroll Earnings for Period Ending: January 6, 2020 through January 19, 2020, in the amount of \$240,388.77.**

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 (January 6, 2020 thru January 19, 2020) was seconded by Commissioner Mabon and passed/approved.

The vote: Four (4)-Ayes / Zero (0)-No

**2b. A Motion to Approve GSD Resolution No. SD20-07, Authorizing Repayment of a Temporary Interfund Loan from GSD Debt Service Reserve Fund (373) to GSD Equipment Replacement Fund (435) regarding GSD Series 2020 Revenue Refunding Bond Closing Costs.**

Overview: Director of Administration Vern White stated during the February 3, 2020 GSD Board Meeting, funds were approved and ratified on an emergency basis; transferring temporary funds from GSD Equipment Replacement Fund (435) to help cover the GSD Series 2020 Revenue Refunding Bond Closing Costs in the amount of \$3,133,889.40. A temporary interfund loan was established for the funds to be repaid to GSD Fund 435 from GSD Debt Service Reserve Fund 373 within 30 days.

Director of Administration Vern White 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. SD20-07, Authorizing Repayment of a Temporary Interfund Loan from GSD Debt Service Reserve Fund (373) to GSD Equipment Replacement Fund (435) regarding GSD Series 2020 Revenue Refunding Bond Closing Costs was seconded by Commissioner Mabon and passed/approved.

The vote: Four (4)-Ayes / Zero (0)-No

**2c. A Motion to Approve and Ratify an Award of Bid to Alex Metz Sewers Inc., for an Emergency Sanitary Sewer Repair and Manhole Replacement at 9229 East 6th Avenue, in a not-to-exceed amount of \$30,100.00.**

Overview: Executive Director Vicari stated Agenda Item 2c was deemed an emergency due to vehicle and pedestrian hazards as the sewer has lost its structural integrity. Quotes were solicited from 16 contractors; with three (3) responses, with Alex Metz Sewer being the lowest responsive, most responsible bidder.

Executive Director Vicari recommended approval of Agenda Item 2c.

Question: Attorney Walker asked why Alex Metz Sewer's Compliance Reporting reflects them as being Non-Compliant - totaling 15 instances (in the Compliance Report Submittal). Attorney asked for more detail as to how so many instances are noted, yet Alex Metz Sewers is a vendor being recommended further work.





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Question: Commissioner Mabon asked if there was a timeframe for a vendor to become compliant.

Response: Tammi Davis stated Alex Metz Sewers has been consistently non-compliant in meeting the policy of hiring City of Gary Residents (all instances noted refer to hiring policy). Repeated notices of Non-Compliance have been forwarded to Alex Metz Sewers. The notices of Non-Compliance refers to jobs being monitored by GSD only.

Tammi further stated the Compliance Department is not made aware of the emergency sewer repairs as they are emergencies. However, Compliance has a better grasp of monitoring the compliance instances when a project is Bid (larger projects).

Commissioner Raggs called for the Board's pleasure with respect to approving GSD Agenda Item 2c. Commissioner Jackson gave the motion to approve. The Motion to Approve and Ratify an Award of Bid to Alex Metz Sewers Inc., for an Emergency Sanitary Sewer Repair and Manhole Replacement at 9229 East 6th Avenue was seconded by Commissioner Mabon and passed/approved.

The vote: Four (4)-Ayes / Zero (0)-No

**2d. A Motion to Approve an Award of Bid to Mechanical Concepts, Inc., for the GSD Boiler Replacement Project (GSD Project No. SD19-03), in a not-to-exceed amount of \$525,000.00.**

Overview: Executive Director Vicari stated the current boilers have reached the end of their useful life as they were installed circa 1970. GSD received three (3) bids for the boiler replacement, with Gary-Based Mechanical Concepts, Inc. being the lowest responsive, most responsible bidder.

Executive Director Vicari recommended approval of Agenda Item 2d.

Commissioner Raggs called for the Board's pleasure with respect to approving GSD Agenda Item 2d. Commissioner Mabon gave the motion to approve. The Motion to Approve an Award of Bid to Mechanical Concepts, Inc., for the GSD Boiler Replacement Project (GSD Project No. SD19-03) was seconded by Commissioner Jackson and passed/approved.

The vote: Four (4)-Ayes / Zero (0)-No

**2e. A Motion to Approve Task Order No. 36 to the Master Services Agreement between Gary Sanitary District and CDM Smith, Inc. for Construction Services for the Boiler Replacement Project (GSD Project No. SD19-03).**

Overview: Executive Director Vicari stated CDM Smith will be the Engineer of Record for the Boiler Replacement Project should they be approved for Task Order No. 36; amounting to \$102,800.00. Once the Boilers are installed and have been inspected by NIPSCO, GSD will receive an Energy Conservation Rebate for approximately \$69,000.00.



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Executive Director Vicari recommended approval of Agenda Item 2e.

Commissioner Raggs called for the Board's pleasure with respect to approving GSD Agenda Item 2e. Commissioner Mabon gave the motion to approve. The Motion to Approve Task Order No. 36 to the Master Services Agreement between Gary Sanitary District and CDM Smith, Inc. for Construction Services for the Boiler Replacement Project (GSD Project No. SD19-03) was seconded by Commissioner Jackson and passed/approved.

The vote: Four (4)-Ayes / Zero (0)-No

**2f. A Motion to Approve Task Order No. 31 to the Master Services Agreement between Gary Sanitary District and American Structurepoint, Inc. for the Horace Mann Neighborhood Sewer Rehabilitation Project.**

Overview: Executive Director Vicari stated Task Order No. 31 will allow American Structurepoint, Inc. to provide Construction Engineering for the Horace Mann Sewer Project in the amount of \$25,000.00.

Executive Director Vicari recommended approval of Agenda Item 2f.

Commissioner Raggs called for the Board's pleasure with respect to approving GSD Agenda Item 2f. Commissioner Mabon gave the motion to approve. The Motion to Approve Task Order No. 31 to the Master Services Agreement between Gary Sanitary District and American Structurepoint, Inc. for the Horace Mann Neighborhood Sewer Rehabilitation Project was seconded by Commissioner Morris and passed/approved.

The vote: Four (4)-Ayes / Zero (0)-No

**2g. A Motion to Approve an Agreement for Electric Services between Gary Sanitary District and Northern Indiana Public Service Company, LLC (NIPSCO).**

Overview: Executive Director Vicari stated the agreement allows for a set rate (Rate 832) of electric services – moving the rates into a range where GSD is not subject to additional tariffs. The contract has been reviewed by GSD's Attorney.

Executive Director Vicari recommended approval of Agenda Item 2g subject to final form after a further meeting with NIPSCO.

Commissioner Raggs called for the Board's pleasure with respect to approving GSD Agenda Item 2g. Commissioner Jackson gave the motion to approve. The Motion to Approve an Agreement for Electric Services between Gary Sanitary District and Northern Indiana Public Service Company, LLC. was seconded by Commissioner Mabon and passed/approved.

The vote: Four (4)-Ayes / Zero (0)-No





### 3. CLAIMS

#### 3a. GSD Claims Numbers: 504 thru 656, in the amount of \$1,011,240.38

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 504 thru 656 was seconded by Commissioner Mabon and passed/approved.

The vote: Four (4)-Ayes / Zero (0)-No

### 4. INFORMATION UPDATES

#### 4a. Plant Superintendent

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

Overview:

- **Process Control Improvement Strategies**

- The monthly call was held on January 31, 2020

- **NWIOA (Northwest Indiana Operators Association)**

- The next meeting will be held at GSD on February 27, 2020

- **Aeration Improvement Project Update**

- Thieneman has removed Blower Nos. 4 & 5 and hydro-excavation is being done

- **Boiler Replacement Project Update**

- The new boilers will be energy efficient once installed

- **Grit System Improvement Project Update**

- Awaiting 100% designs

- **Maintenance**

- The level sensor in the pressate well was replaced
- The outside lights on the truck garage were replaced
- The #5 Seepex pump has been rebuilt
- Belt Filter Press #2 belts were replaced
- Intermediate tank #6 was cleaned and rake arm was repaired
- The raw sewage pumps were all painted

- **Operator Vacancies**

- Still looking to fill operator vacancies. Certified operators or degreed candidates are preferred.

- **NIPSCO**

- GSD received an incentive/rebate check for the Lighting Project in the amount of \$11,483.00
- GSD is expected to save \$12,000 per year in electrical costs due to the Lighting Project



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**4b. Construction Activities**

Eric Tonk provided the Board with an update on GSD Construction Activities:

- Clark Road Improvements
  - NIPSCO still needs to complete their gas valve project
- Lake Street Project
  - Awaiting a project schedule from Gary Material Supply
- Horace Mann Sewer Project
  - Project was mobilized this week by Grimmer Construction

**4c. Compliance Department**

Tammi Davis provided the Board with an overview of current Compliance Department Activities:

- There were 35 people in attendance at a Compliance Workshop held on February 13. The attendees received information on becoming certified for projects within the region.
- Further information was shared with the Board relative to the Compliance Reporting for GSD Projects.
  - Executive Director Vicari stated he would work with Tammi to reconstruct worksheets/documents for Non-Compliance tracking; and he will contact Alex Metz Sewers with notice not allowing them to bid on projects until they become compliant with GSD policy.

**5. DISCUSSION**

There were no discussion items.

**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 12:00PM

ADOPTED BY THE BOARD DURING THE MEETING ON:

03/05/2020

Tramel Raggs, President

Ola V. Morris, Secretary

**BOARD OF COMMISSIONERS**

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