



MINUTES OF THE EXECUTIVE SESSION FOR  
GARY SANITARY DISTRICT BOARD OF COMMISSIONERS  
HELD ON **JANUARY 22, 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  
Daniel F. Vicari, Executive Director  
Vern E. White, Director of Administration

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**ABSENT**

Charles W. Jackson, Jr., Member  
Angela E. Jones, Member

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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

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MINUTES OF THE GARY SANITARY DISTRICT BOARD OF COMMISSIONERS  
REGULAR MEETING HELD ON **JANUARY 22, 2020**

**BOARD OF COMMISSIONERS MEETING**

**DATE:** Wednesday, January 22, 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

**ABSENT MEMBERS**

Charles W. Jackson, Jr., Member  
Angela E. Jones, Member

**OTHERS PRESENT**

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

**OTHERS ABSENT**

**Call to Order:** 11:16AM by Commissioner Raggs

Commissioner Raggs began the Meeting with the Pledge of Allegiance followed by Roll Call. He then certified that prior to the January 22, 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.

**ELECTION OF OFFICERS – YEAR 2020**

Commissioner Raggs called for a Motion for Nomination of Officers for the Board for Year 2020. Commissioner Mabon made a motion that all Board Members retain the positions that each was appointed to in Year 2019 – for Year 2020. The motion was seconded by Commissioner Morris.  
The vote: Three (3)-Ayes / Zero (0)-No

Year 2020 Officers are:

*Board President:* Tramel Raggs  
*Board Vice President:* Maurice Mabon  
*Board Secretary:* Ola Morris  
*Board Member:* Charles Jackson  
*Board Member:* Angela Jones



MINUTES OF THE GARY SANITARY DISTRICT BOARD OF COMMISSIONERS  
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1. MINUTES

As per the Minutes of the January 6, 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 January 6, 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: Three (3)-Ayes / Zero (0)-No

2. NEW BUSINESS

2a. **A Motion to Approve GSD's Payroll Earnings for Period Ending: December 9, 2019 thru December 22, 2019, in the amount of \$238,056.51.**

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

Commissioner Raggs called for the Board's pleasure with respect to approving GSD Agenda Item 2a. Commissioner Mabon gave the motion to approve. The motion for approval of the GSD's Payroll Earnings (December 9, 2019 thru December 22, 2019) was seconded by Commissioner Morris and passed/approved.

The vote: Three (3)-Ayes / Zero (0)-No

2b. **A Motion to Approve Amendment No. 1 to Task Order No. 28 to the Master Services Agreement between CDM Smith, Inc. and Gary Sanitary District for Grit Improvements.**

Overview: Executive Director Vicari stated there has been a great deal of progress with the Grit Improvements Project, however, the code analysis conducted by the Engineers has revealed a need for a segregation of spaces - known as Class 1, Div 2 Space (referenced requirements of the Fire Protection Act 820 and the National Electrical Code) as sewage can be explosive if there is an ignition source. The new switch gear to be installed for the grit equipment does trigger the need for a segregation of space. Amendment No. 1 to Task Order No. 28 will allow for the creation of a separate space for the electrical gear - cost is \$27,000.00.

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 Mabon gave the motion to approve. The Motion to Approve Amendment No. 1 to Task Order No. 28 to the Master Services Agreement between CDM Smith, Inc. and Gary Sanitary District for Grit Improvements was seconded by Commissioner Morris and passed/approved.

The vote: Three (3)-Ayes / Zero (0)-No

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**2c. A Motion to Approve Task Order No. 30 to the Master Services Agreement between American Structurepoint, Inc. and Gary Sanitary District for the Sanitary Sewer Replacement at 13<sup>th</sup> Avenue – from West Jackson Street to Roosevelt Street.**

Overview: Executive Director Vicari stated GSD entered into an Agreement with the Army Corp of Engineers for a 219 Grant. The grant will provide for 75% of the funding for the sewer replacement at the location of 13<sup>th</sup> Avenue – from West Jackson Street to Roosevelt Street. The pipe used will be 42-inch, cast-in-place pipe. The sewers at this location are well beyond useful life as the sewers are estimated to be near 100-years-old. Last fall, a point repair was approved, however, the sewers were determined to have lost structural integrity and is no longer repairable.

Executive Director Vicari recommended approval of Agenda Item 2c.

Question: Commissioner Mabon asked for verification on the portion of the cost the Army Corp of Engineers is responsible for.

Response: Executive Director Vicari stated the Army Corp of Engineers will be responsible for 75% of the construction ONLY. The construction contract will reflect GSD being responsible for 25% of the construction costs. A cost estimate should be readily available in July 2020. GSD is 100% responsible for the design elements associated with the project.

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 Task Order No. 30 to the Master Services Agreement between American Structurepoint, Inc. and Gary Sanitary District for the Sanitary Sewer Replacement at 13<sup>th</sup> Avenue –from West Jackson Street to Roosevelt Street was seconded by Commissioner Morris and passed/approved.

The vote: Three (3)-Ayes / Zero (0)-No

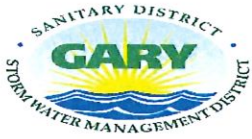
**2d. A Motion to Approve a Service Agreement for Air Temp Mechanical for the HVAC Preventative Maintenance Project.**

Overview: Executive Director Vicari stated a service agreement is needed to provide for all the preventative maintenance on various HVAC equipment throughout GSD and its lift stations. There were two (2) quotes were received, with Air Temp Mechanical being the lowest responsive, 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 a Service Agreement for Air Temp Mechanical for the HVAC Preventative Maintenance Project was seconded by Commissioner Morris and passed/approved.

The vote: Three (3)-Ayes / Zero (0)-No



### 3. CLAIMS

#### 3a. **GSD Claims Numbers: 156 thru 308, in the amount of \$3,136,042.70**

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 Mabon gave the motion to approve. The motion for approval and ratification of GSD Claims Numbers 156 thru 308 was seconded by Commissioner Morris and passed/approved.

The vote: Three (3)-Ayes / Zero (0)-No

### 4. INFORMATION UPDATES

#### 4a. **Plant Superintendent**

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

Overview:

Superintendent's Semi-Annual Report was submitted, as required, to Mayor Prince. The highlights of the report are:

- GSD treated 15% more water than same period in 2018 consistent with an increase in rainfall during corresponding period in 2018.
- GSD removed greater than 95% of BOD, TSS, ammonia, and phosphorus and were in compliance with E. coli and WET limits.
- Considerable collaboration, data compilation, and planning with GSD and CDM Smith's staffs in preparation for the Aeration Improvement Project, Grit System Improvement Project, and Boiler Replacement projects.
- GSD Street Sweepers swept 386 Miles of city streets – removing 1,215 tons of debris (keeping the debris out of the sewers).
  - January 10/11 rain event:
    - 2.52 inches of rain in 8 hours
    - 148.2 MGD - Hourly Peak Flow
    - 132.2 MGD - Daily Average
  - Aeration Improvement Project Update
    - Thieneman Construction is awaiting approval on their proposed demolition plan. Demolition can start next week if approved. (We are currently in the submittal phase of this project)
  - Boiler Replacement Project Update
    - The 1<sup>st</sup> & 2<sup>nd</sup> Advertisements have been published
    - The Pre-Bid has been held
    - January 24<sup>th</sup> is cut-off for questions
    - Final Addendum is January 27<sup>th</sup>
    - Bid Opening will be February 3<sup>rd</sup>
  - Grit System Improvement Project Update
    - January 30<sup>th</sup> will be the meeting date to review the 90% Design



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- Northwest Indiana Operators Association (NWIOA) – Next meeting to be held on January 23rd in Michigan City.
- Operator Vacancies
  - Certified Operators or Degreed Candidates in the STEM Majors are preferred.

**4b. Construction Activities**

No Construction Activity was reported during this segment of the meeting as Eric Tonk was absent.

**4c. Compliance Department**

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

- There will be two (2) Compliance Workshops taking place at GSD on February 13<sup>th</sup>.

**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 11:39AM

ADOPTED BY THE BOARD DURING THE MEETING ON:

02/03/2020

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