



MINUTES OF THE GARY SANITARY DISTRICT BOARD OF COMMISSIONERS  
REGULAR MEETING HELD ON **FEBRUARY 22, 2023**

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**BOARD OF COMMISSIONERS MEETING**

**DATE:** Wednesday, February 22, 2023  
**TIME:** 11:00AM  
**LOCATION:** In-Person, Boardroom

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

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**BOARD MEMBERS PRESENT**

Daniel F. Vicari, President  
Maurice G. Mabon, Vice President  
Ola V. Morris, Secretary  
Charles W. Jackson, Jr., Member  
Darnail Lyles, Member

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**ABSENT MEMBERS**

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**OTHERS PRESENT**

Charles G. Peller, Jr., Executive Director  
Jewell Harris, Jr., Attorney  
Jerome Foster, Finance Manager

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**OTHERS ABSENT**

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**I. Call to Order: 11:54AM** by Chairman Vicari

Chairman Vicari began the Meeting with the Pledge of Allegiance followed by Roll-Call. He then stated prior to the start of the February 22, 2023 Board Meeting, there was an Executive Session held and there was nothing discussed in Executive Session that was not indicated on the Posted Notice of the Executive Session; and being in compliance with Indiana Statues, there were no final votes held during the Executive Session. Chairman Vicari asked if any Board member dissented to the certification. Hearing none, he proceeded with the meeting.

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**1. MINUTES**

As per the Executive Session and Regular Meeting Minutes of the January 18, 2023 Meeting, Chairman Vicari called for the Board's pleasure with respect to approving the minutes.

A motion to accept the Executive Session and Regular Meeting Minutes of the January 18, 2023 Meeting, 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: Five (5)-Ayes / Zero (0)-No

**2. NEW BUSINESS**

**2.1 A Motion to Approve GSD's Payroll Earnings for Period Ending: December 19, 2022 through January 1, 2023, in the amount of \$270,886.85.**

Overview: Finance Manager Jerome Foster recommended approval of the GSD Payroll Earnings Report submitted as GSD Agenda Item 2.1.

Chairman Vicari called for the Board's pleasure with respect to approving GSD Agenda Item 2.1. Commissioner Jackson gave the motion to approve. The motion to Approve GSD's Payroll Earnings for Period Ending: December 19, 2022 through January 1, 2023 was seconded by Commissioner Lyles and passed/approved.

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

**2.2 A Motion to Approve GSD's Payroll Earnings for Period Ending: January 2, 2023 through January 15, 2023, in the amount of \$255,388.31.**

Overview: Finance Manager Jerome Foster recommended approval of the GSD Payroll Earnings Report submitted as GSD Agenda Item 2.2.

Chairman Vicari called for the Board's pleasure with respect to approving GSD Agenda Item 2.2. Commissioner Jackson gave the motion to approve. The motion to Approve GSD's Payroll Earnings for Period Ending: January 2, 2023 through January 15, 2023 was seconded by Commissioner Lyles and passed/approved.

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

**2.3 A Motion to Approve GSD Resolution No.: SD23-01, Approving and Ratifying the Salaries and Wages for the Employees of the Gary Sanitary District for Calendar Year 2023.**

Overview: Per Executive Director Peller, the Gary Sanitary District (GSD) Board of Commissioners (Board) previously approved and adopted the Budget and total amount of salaries and wages for the GSD for the calendar year 2023. The Salary and Wage Schedules for the officers and employees of the Gary Sanitary District is attached hereto, and made a part hereof, and marked for purposes of



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identification as “Gary Sanitary District 2023 Salaries & Wages”, and it has been recommended that the Board ratify the salaries and wages approved for the year 2023.

Question: Commissioner Mabon asked if additional edits/amendments were expected for GSD Salaries and Wages for Calendar Year 2023.

Response: Executive Director Peller stated additional amendments were expected for GSD Salaries and Wages for Calendar Year 2023 at the next Board Meeting.

Chairman Vicari called for the Board’s pleasure with respect to approving GSD Agenda Item 2.3. Commissioner Lyles gave the motion to approve. The motion to Approve GSD Resolution No.: SD23-01, Approving and Ratifying the Salaries and Wages for the Employees of the Gary Sanitary District for Calendar Year 2023 was seconded by Commissioner Jackson and passed/approved.

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

**2.4 A Motion to Approve Amendment No. 1 to the Master Services Agreement between Gary Sanitary District and CDM Smith, Inc.**

Overview: Matthew Bednarski, CDM Smith’s Client Service Leader stated the Amendment has revisions pertaining to the *Notices to the Consultants* and *Hourly Billing Rates*.

Chairman Vicari called for the Board’s pleasure with respect to approving GSD Agenda Item 2.4. Commissioner Mabon gave the motion to approve. The motion to Approve Amendment No.1 to the Master Services Agreement between Gary Sanitary District and CDM Smith, Inc. was seconded by Commissioner Lyles and passed/approved.

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

**2.5 A Motion to Approve Task Order No. 52 to the Master Services Agreement between Gary Sanitary District and CDM Smith, Inc., for Preliminary Engineering Reporting, in an amount not-to-exceed \$52,776.**

Overview: Per Executive Director Peller, CDM Smith Inc. (ENGINEER) will complete a Preliminary Engineering Report (PER), meeting the requirements of the Indiana Finance Authority State Revolving Fund (SRF) Loan Program. This PER will develop pertinent details for the Project identified in the 27th and Chase Pump Station Facility Plan Technical Memorandum developed by CDM Smith, Inc.

The intent is to complete this assignment and be able to submit the final PER by the April 1, 2023 deadline. A draft PER will be submitted to Gary Sanitary District (OWNER) for review purposes in early 2023.

Chairman Vicari called for the Board’s pleasure with respect to approving GSD Agenda Item 2.5. Commissioner Jackson gave the motion to approve. The motion to Approve Task Order No. 52 to



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the Master Services Agreement between Gary Sanitary District and CDM Smith, Inc., for Preliminary Engineering Reporting was seconded by Commissioner Mabon and passed/approved.

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

**2.6 A Motion to Approve and Ratify an Award of Bid to LGS Plumbing, Inc., for the Emergency Sanitary Repair at the vicinity of 3906 West 13<sup>th</sup> Avenue, in an amount not-to-exceed \$75,860.00.**

*Overview:* Executive Director Peller stated the existing main sewer has lost its structural integrity and has completely collapsed, thereby causing a cave-in on 13<sup>th</sup> Avenue, sand infiltration and groundwater and creating a vehicle and pedestrian hazard. The repair calls for removing and replacing existing 30-inch diameter PVC F679 ± 42-linear feet starting 31 feet west of Manhole No. 87, going west towards Manhole No. 87A.

Quotes were solicited from 12 contractors; with two (2) responses:

- LGS Plumbing, Inc., Crown Point, IN: \$75,860.00
- Alex Metz Sewers, Inc., Gary, IN: \$91,100.00

Chairman Vicari called for the Board’s pleasure with respect to approving GSD Agenda Item 2.6. Commissioner Mabon gave the motion to approve. The motion to Approve and Ratify an Award of Bid to LGS Plumbing, Inc., for the Emergency Sanitary Repair at the vicinity of 3906 West 13<sup>th</sup> Avenue was seconded by Commissioner Lyles and passed/approved.

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

**3. CLAIMS**

**3.1 GSD Claims Numbers: 95 through 278, in the amount of \$1,558,601.12**

**3.2 GSD Claims Numbers: 279 through 439, in the amount of \$359,157.52**

*Overview:* Finance Manager Jerome Foster recommended approval and ratification of the GSD Claims.

Chairman Vicari called for the Board pleasure with respect to approving GSD Agenda Item 3.1 and 3.2. Commissioner Mabon gave the motion to approve. The motion for approval and ratification of GSD Claims Numbers 95 – 278 and GSD Claims Numbers 279 – 439 was seconded by Commissioner Jackson and passed/approved.

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

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**4. INFORMATION UPDATES**

**4.1 Plant Superintendent Updates**

Rhonda Anderson, Plant Superintendent, provided an overview of Plant Activities:

**NWIOA – Northwest Indiana Operators Association**

GSD hosted the NWIOA January meeting where there were wastewater professionals from Schererville and Chesterton.

GSD’s hosting of the February NWIOA Meeting has been postponed.

**Reports**

The annual CSOOP Update was submitted to IDEM by the January 31, 2023 due date.

**Major Projects**

Aeration Project

Grit Project

HMI Project

**Maintenance**

The Center RAS Pump in the East RAS Building was repaired and is back in service.

The Main Grinder in the Gravity Thickener Building was replaced with the spare that we had on hand.

GSD maintenance staff cleaned the contact chambers.

**Safety**

Operations, Maintenance and Lift Station staff participated in Confined Space Entry Training.

The Occupational Safety and Health Administration (OSHA) Form 300A was posted and submitted to OSHA by February 1, 2023 and March 2, 2023 due dates, respectively.

Automated External Defibrillator (AED), Cardiopulmonary resuscitation (CPR), and Bloodborne Pathogen training is being planned.

**4.2 Construction Activity Updates**

Eric Tonk, Engineer, provided the Board with Construction Activity Updates:

- **Project: Grit Improvements Project**

Current Work:

Both Grit Systems are running, including the pumps and washers. Grit systems have run for a two week test period and the performances of the equipment is under review before being handed over to the Gary Sanitary. Grit Flush Valves were replaced and are now work in automatic mode. The grit that is now being removed is of a dryer and more organic consistency.

Planned Work:

Pre-Final walk through is schedule this week with Punch List being created at this time. New Grit pumps that are to replace the ones that were flooded are expected to be delivered by April 2023.



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- **Project: Aeration Systems Improvement Project**

Current Work:

Blower No. 4 motor has been removed by Howden and is being tested by. Results will be shared.

Planned Work:

Repairs to Blower No. 4 motor and re-installation. Develop interim plan to operate the blowers to provide enough air during a heavy rain event.

- **Project: 27<sup>th</sup> & Chase Street Pump Station Force Main Replacement Project**

Current Work:

Once formally approved by the ACOE, Grimmer Construction will begin with the Installation of By-Pass connecting to existing force main near the Pump Station including sleeves and gate valves.

Planned Work:

Continue with installation of new force main. Planning and discussions for by-pass pumping in order to connect the new force main to the existing force main just outside the pump station.

Storm sewers have been installed. Project will be closed out after other drainage materials are received/installed (gutter drains).

- **Project: 27<sup>th</sup> & Chase Street Pump Station Bar Screen Replacement Project**

Current Work:

Contractor must submit Certificate of Insurance, Performance Bond and Schedule

Planned Work:

Submittal Process with Owner and Engineer.

#### **4.3 Community Engagement Updates**

Todd McCain, Community Engagement Director, provided the Board with updates:

- Alex Metz Sewers, Inc., is in compliance
- GSD Newsletter

Pricing has been obtained from Third Millennium Associates (GSD's billing partner) for printing of the newsletter (once finalized):

For 25,000 newsletters (11 x 17, double-sized, glossy), pricing is \$8,000 for color printing and \$5,000 for black/white printing. Said pricing also includes newsletter folding and distribution.



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**4.4 Human Resources Updates**

Kara Burns, Human Resource Manager, provided the Board with updates:

- For American Heart Month, the Human Resource Department will sponsor Lunch & Learn on February 27<sup>th</sup>, Special Guest Dr. Andre Artis

**4.5 American Structurepoint, Inc.**

Jim Czarnik, Technical Director for American Structurepoint, Inc., (ASI) provided the Board with updates:

- The 27<sup>th</sup> & Chase Street Force Main Project was awarded to Grimmer Construction by the Army Corp of Engineers, with Option 2.
- ASI is currently coordinating with Robinson Engineering on the Bridge Project ... paving to be complete in Spring.
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**4.6 CDM Smith, Inc.**

Matthew Bednarski, CDM Smith's Client Service Leader, provided the Board with updates:

- Gary Sanitary District will hold a public hearing at 1:00PM, CST on Wednesday, February 22, 2023 to discuss the new bar screens and associated work at the 27<sup>th</sup> & Chase Pump Station. The project will be funded through a Wastewater State Revolving Fund (WWSRF) loan. There will be the opportunity for questions and comments from the public at this meeting. Written comments from the public will be accepted through February 27, 2023.

- As per GSD Project No.: SD22-02, 27<sup>th</sup> & Chase Street Pump Station Mechanical Screen Replacement Project, F.S. Paschen did not use any Gary-based subcontractors. F.S. Paschen has since solicited quotes from Gary-based contractors. They will work with Gary-based Great Lakes Electric Maintenance (GLEM) to do 5% of the electrical work (note: all GLEM employees are Gary residents).

**5. DISCUSSION**

There were not 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 12:35PM.



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**ADOPTED BY THE BOARD DURING THE MEETING ON:**

03/06/2023

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DocuSigned by:

*Daniel F. Vicari*

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**Daniel F. Vicari, President**

DocuSigned by:

*Ola V. Morris*

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**Ola V. Morris, Secretary**

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