



MINUTES OF THE EXECUTIVE SESSION FOR
GARY SANITARY DISTRICT BOARD OF COMMISSIONERS
HELD ON JANUARY 9, 2024

There was no Executive Session held prior to the start of the January 9, 2024 GSD Board Meeting.



MINUTES OF THE GARY SANITARY DISTRICT BOARD OF COMMISSIONERS
REGULAR MEETING HELD ON **JANUARY 9, 2024**

BOARD OF COMMISSIONERS MEETING

DATE: Tuesday, January 9, 2024
TIME: 6:00PM, cst
LOCATION: GSD, Boardroom

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

BOARD MEMBERS PRESENT

Maurice G. Mabon, Vice President
Ola V. Morris, Secretary
Darnail Lyles, Member
William Allen, Member

ABSENT MEMBERS

OTHERS PRESENT

Jewell Harris, Jr., Attorney – *Harris Law Firm*
Rhonda Anderson, Executive Director
Jerome Foster, Finance Manager

OTHERS ABSENT

I. Introductions:

Prior to the start of the meeting Chairman Mabon introduced GSD’s newest Board Member William Allen.

II. Call to Order: 6:08PM by Chairman Mabon

Chairman Mabon began the Meeting with the Pledge of Allegiance followed by Roll-Call. He then stated prior to the start of the January 9, 2024 Board Meeting, there was NO Executive Session held

III. Election of Officers:

a. Attorney Harris stated the January 9, 2024 Board Meeting is the first Board Meeting of the year, therefore, it is our Organizational Meeting and all Officers of the Board are required to be elected at this session. The floor was opened for nominations.

b. Commissioner Lyles nominated a Slate of Officers:

William Allen for Board President | **Ola Morris** for Vice President | **Maurice Mabon** for Secretary/Treasurer

Attorney Harris called for the Board’s pleasure with respect to approving the Slate of Officers as nominated/motioned by Commissioner Lyles. The motion to Approve the Slate of Officers was seconded by Commissioner Mabon and passed/approved.

The approved 2024 Officer Election is complete. The meeting is turned over to Board President William Allen.

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



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1. MINUTES

Commission Morris gave the motion to approve/accept the Executive Session and Regular Meeting Minutes of December 18, 2023, with any/all noted corrections. 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

2.1 A Motion to Approve GSD's Payroll Earnings for Period Ending: November 6, 2023 through November 19, 2023, in the amount of \$432,648.73.

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

Chairman Allen called for the Board's pleasure with respect to approving GSD Agenda Item 2.1. Commissioner Lyles gave the motion to approve. The motion to Approve and Ratify GSD's Payroll Earnings for Period Ending: November 6, 2023 through November 19, 2023 was seconded by Commissioner Mabon and passed/approved.

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

NOTE: GSD Agenda Item 2.1 description is incorrect as referenced. The correct Earnings Period is: November 20, 2023 through December 3, 2023. The amount approved \$432,648.73 is correct as referenced.

2.2 A Motion to Approve a Professional Services Agreement between Gary Sanitary District and DDS Security, LLC., for Contract Security Services for Year 2024, not-to-exceed \$135,000.00.

Overview: Executive Director Anderson recommended approval of GSD Agenda Item 2.2.

Question: Commissioner Mabon asked if DDS Security, LLC requested an increase in the contract (Agenda Item 2.2).

Response: Executive Director Anderson stated DDS Security, LLC has requested a \$1.00 per hour increase for the 2024 contract; making their hourly contract amount at \$15.00 per hour. The current hourly contract amount is \$14.00 per hour.

Chairman Allen called for the Board's pleasure with respect to approving GSD Agenda Item 2.2. Commissioner Mabon gave the motion to approve. The motion to Approve a Professional Services Agreement between Gary Sanitary District and DDS Security, LLC., was seconded by Commissioner Lyles and passed/approved.

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



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2.3 A Motion to Approve a Professional Services Agreement between Gary Sanitary District and Harris Law Firm, PC., for Professional Legal Services for Year 2024, in an amount not-to-exceed \$75,000.00; subject to the terms and conditions of the Agreement.

Overview: Executive Director Anderson recommended approval of GSD Agenda Item 2.3.

Question: Commissioner Mabon asked Attorney Harris if the Agreement rates were the same as in year 2023.

Response: Attorney Harris stated the rate is the same and same form of contract from year 2023.

Chairman Allen called for the Board's pleasure with respect to approving GSD Agenda Item 2.3. Commissioner Mabon gave the motion to approve. The motion to Approve a Professional Services Agreement between Gary Sanitary District and Harris Law Firm, PC, was seconded by Commissioner Lyles and passed/approved.

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

3. CLAIMS

3.1 GSD Claims Numbers: 1 through 144, in the amount of \$463,645.49

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

Question: Commissioner Mabon asked if the dollar amount referenced is an average amount for claims.

Response: Finance Manager Foster responded that the dollar amount referenced is low as the Finance Department timelines were shifted and a lower number of claims were processed; the next Claims List will be slightly higher than what is normally produced.

Chairman Allen called for the Board pleasure with respect to approving GSD Agenda Item 3.1. Commissioner Mabon gave the motion to approve. The motion for approval and ratification of GSD Claims Numbers 1 - 144 was seconded by Commissioner Lyles and passed/approved.

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

4. INFORMATION UPDATES

4.1 Plant Superintendent Updates

Rhonda Anderson, Executive Director, provided the Board with an update:

- HMI Project



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The HMI Project is complete with the exception of training for Operators and Instrumentation & Controls Staff. The old SCADA (Supervisory Control and Data Acquisition) System and new SCADA System are running parallel to each other until training is complete.

The HMI Project will benefit GSD by way of:

- GSD's Plant is a 55-acre location with remote sites throughout the collection system and staff cannot be in all locations at once;
- The Programmable Logic Controllers PLCs (located within the plant, lift stations and regulators) which are hardwired to equipment and connected to the SCADA Server via a network connection or radio. The computers are connected to the Human Machine Interface (HMI), which allows staff to control and/or monitor processes throughout the plant, lift stations and regulators.
 - GSD receives alarms when equipment is not operating as designed
 - Able to monitor wet-well levels via iPhone
 - Receives data in real-time
 - SCADA System archives all data - - this enhances the ability to troubleshoot

Question: Chairman Mabon asked if our SCADA System was impacted during the hack (February 2023).

Response: Executive Director Anderson stated our SCADA System was not infiltrated during the hack. In 2013, GSD's Instrumentation & Controls Specialist had the foresight to disconnect the SCADA System from GSD's Business System.

4.2 Construction Activity Updates

Eric Tonk, GSD Resident Engineer, provided Construction Activity Updates:

PROJECT: GRIT IMPROVEMENTS PROJECT

Current Work: A call w/ACOE to be had concerning paperwork updates. The project is up/running

PROJECT: 27TH AND CHASE PUMP STATION FORCE MAIN REPLACE, PH 2 PROJECT

Current Work: Piping has arrived. Project halted for winter weather. Project to resume mid to late February.

PROJECT: LAKE STREET DRAINAGE IMPROVEMENTS AND ROAD RECONSTRUCTION

Current Work: When weather breaks, more work can be done.

PROJECT: 27TH & CHASE PUMP STATION BAR SCREEN REPLACEMENT PROJECT

Current Work: Contractor is on schedule and within budget. Bar screens have not been delivered.



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4.3 American Structurepoint, Inc.

John Tucker, American Structurepoint, Inc., (ASI) provided the Board with updates:

- 27th & Chase Street Project
Project has been winterized.

4.4 CDM Smith, Inc.

Matthew Bednarski, CDM Smith's Client Service Leader, was absent.... no updates provided..

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 6:52PM.



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ADOPTED BY THE BOARD DURING THE MEETING ON:

01/22/2024

DocuSigned by:

William L. Allen

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William L. Allen, President

DocuSigned by:

Maurice G. Mabon

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Maurice G. Mabon, Secretary

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William L. Allen, President

Ola V. Morris, Vice-President

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