

**Minutes of the Regular Meeting of the
Board of Sanitary Commissioners
Terre Haute, IN
January 21, 2025**

The Regular Meeting of the Board of Sanitary Commissioners took place in the Third Floor Conference Room of City Hall, 17 Harding Avenue, Terre Haute, Indiana, on January 21, 2025.

Physically present:

Dan Bradley-	President
Pat Goodwin-	Vice-President
Marcus Maurer-	Secretary
Jim Winning –	Board Member

Absent -	Tim Adams – Board Member
-----------------	---------------------------------

Sally Roetker -	Dept. of Engineering
Brad Utz-	Dept. of Engineering
Ed Stewart -	Director of WWTP
Lauren Ganapini-	United Consulting Engineering
Eric Smith-	HWC Engineering
Brandon Sakbun-	Mayor of City of TH
Bob Murray-	Taxpayer's Association
Leslie Marnewick-	Director of Sewage Billing
Jesse Tohill-	Director of Public Works
Brian Payne-	Lochmueller Group

Dan Bradley, President of the Board of Sanitary Commissioners, called the meeting of the Board of Sanitary Commissioners to order.

PUBLIC COMMENTS

There were no public comments.

APPROVE MINUTES

The Board received the minutes of the meeting from January 7, 2024.

On a motion of Jim Winning, seconded by Marcus Maurer, and unanimously approved, it was resolved to approve the minutes from January 7, 2024.

APPROVE CLAIMS

The Board was given the list of claims for the Wastewater Utility Funds.

On a motion of Pat Goodwin, seconded by Marcus Maurer, and unanimously approved, it was resolved the claims be approved.

PAYROLL

The Board received the WWTP payroll for the period of 12/9/24-12/22/24 for Hourly and 12/19/24-1/1/25 for Salary AND 12/23/24-1/5/25 for Hourly & 1/2/25-1/15/25 for Salary.

On a motion of Marcus Maurer, seconded by Jim Winning, and unanimously approved, it was resolved the WWTP payroll for 12/9/24-12/22/24 for Hourly and 12/19/24-1/1/25 for Salary AND 12/23/24-1/5/25 for Hourly and 1/2/25-1/15/25 for Salary be approved.

AWARD RFP LINCOLNSHIRE/WOODSHIRE DRAINAGE STUDY

Marcus Maurer stated RFP's were sent out for four jobs. The Lincolnshire/Woodshire Drainage Study which is the first step to fixing the drainage issues in this subdivision. The Ohio Street Sewer Rehab for design to provide a solution to fix this sewer. The Seelyville Interceptor Study will help identify the issues to help work towards the design of this Interceptor. The Chamberlain Road I&I Study includes a lift station that is overflowing and showing rates that are higher than expected; the study will identify these issues. The submittals were graded based on a rating form that rates the qualities of teams and projects. The recommendation is to award to the highest rated firms and if there is a tie the next lowest rated firm would be recommended.

HWC Engineering was the highest rated Company for the Lincolnshire/Woodshire Drainage Study.

On a motion of Pat Goodwin, seconded by Jim Winning, and unanimously approved, it was resolved to award the RFP to HWC Engineering for the Lincolnshire/Woodshire Drainage Study.

AWARD RFP OHIO STREET SEWER REHAB

Commonwealth was the highest rated Company for the Ohio Street Sewer Rehab.

On a motion of Marcus Maurer, seconded by Pat Goodwin, and unanimously approved, it was resolved to award the RFP to Commonwealth for the Ohio Street Sewer Rehab.

AWARD RFP SEELYVILLE INTERCEPTOR STUDY

Wessler was the highest rated Company for the Seelyville Interceptor Study.

On a motion of Jim Winning, seconded by Pat Goodwin, and unanimously approved, it was resolved to award the RFP to Wessler for the Seelyville Interceptor Study.

AWARD RFP CHAMBERLAIN ROAD I&I STUDY

United Consulting was the highest rated Company for the Chamberlain I&I Study.

On a motion of Marcus Maurer, seconded by Jim Winning, and unanimously approved, it was resolved to award the RFP to United Consulting for the Chamberlain Road I&I Study.

OTHER BUSINESS

The Mayor stated in order to reduce the cost of a consultant for the EAS System, a plan has been developed to hire an Automated Full Time IT Specialist for the City. This position will be at the WWTP for \$70,000 with a total of \$114,000 including benefits. Money will be saved by adding this position which actually reduces costs to pay a Consultant for these services. This will have to go to City Council before coming to the Sanitary Board. This will go to City Council in early Spring.

The Mayor reported he and the City Controller will be giving three financial updates throughout the year to compare revenue projections to expenses.

Ed Stewart reported the Hauler/Tanker fee revenues are expected to increase. Ed reported a company from North of Indianapolis has trucks coming in day and night to drop off their loads of fill from the bottom of landfills and we have billed this company \$10,000 so far this year, which is expected to continue.

Jesse Tohill reported the leak adjustment policy will need to be updated and he will be retuning with ideas for the board to look over.

ADJOURNMENT

On a motion of Pat Goodwin, seconded by Marcus Maurer, and unanimously approved, it was resolved to adjourn the Board of Sanitary Commissioners meeting.

The next meeting of the Sanitary Board will take place on Tuesday, February 4, 2025 at 10:00 a.m. in the Third Floor Conference Room, Third Floor of City Hall, 17, Harding Avenue, Terre Haute, Indiana.

APPROVED on the 4th day of February, 2025.

Dan Bradley, President

Pat Goodwin, Vice President

Marcus Maurer, Commissioner

Tim Adams, Commissioner

Jim Winning, Commissioner