

## Hendricks County Solid Waste Management District

June 27, 2006

The Hendricks County Solid Waste Management District met at 4:00 p.m. on June 27, 2006, at the Danville Town Hall.

Vice President Robert Waggoner opened the meeting and led the Pledge of Allegiance. Greg Steuerwald offered a prayer. Roll call was taken and it was determined that a quorum was present. Members in attendance were:

Hursel Disney\*  
Robert Waggoner  
Paul Hardin\*

David Whicker  
Myron Anderson  
Eva Yackey

Ed Schrier\*  
Phyllis Palmer

(\* arrived after roll call was taken)

Members not present were:

Daniel Fivecoat

Others in attendance were:

Lenn Detwiler  
Ed Gaddie  
Calvin Davidson  
Lance Hodge

Amy Siefertman  
Greg Steuerwald  
Gary Eakin  
Doug Morris

Shirley Duncan  
Brad Eisenhart  
Cathy Grindstaff

### **Approval of Agenda**

David Whicker moved to approve the agenda as presented. Phyllis Palmer seconded the motion and the motion was unanimously approved 5-0-0.

### **Approval of Minutes**

David Whicker moved to approve the minutes with the corrections noted. Phyllis Palmer seconded the motion and the motion was approved 5-0-0.

## **Educator's Report**

Mrs. Sieferman began by reporting that the District participated in the Hendricks County Clean Water Department's Stream Bank Clean-Up event held on June 8<sup>th</sup>. She reminded the Board that the District partnered with the Clean Water Department on the event. Mrs. Sieferman reported that during the event, recyclables were separated from the trash that was being picked up. But, a very low percentage of the containers that could have been recycled were clean enough to be taken to the Recycling Drop-off Center. She said that in the future the materials probably will not be separated for recycling.

At this point Mr. Schrier and Mr. Hardin joined the meeting.

Mrs. Sieferman then mentioned that the Pittsboro Parks Programs were still going on. She mentioned that it was a pilot program, another partnership with the Clean Water Department.

She also reported that she recently spoke to the latest enrollees in the Leadership Hendricks County program. Mrs. Sieferman explained that she was surprised to learn that a lot of the group members did not recognize the name "Hendricks County Solid Waste Management District". She mentioned that many of them were aware of District programs like the Yard Waste Recycling Centers, and the Tox-Away Days, but did not realize that the District sponsors such programs. She also mentioned that they seemed very interested in the "Guide to Being Green" and the information it had to offer.

Mrs. Sieferman then explained that she would like to hire a performer named Billy B. to perform for students on America Recycles Day. The name of his program is "Recycle Mania." The event would be held at the Hendricks County Fairgrounds and the performer would do three performances in the same day. Mrs. Sieferman also explained that she thought more schools would be able to participate if the District was able to offer funds to offset some of the costs relating to taking students on such a fieldtrip. She went on to explain that Billy B. charges \$2,000 to do three performances in a single day, and that the rental of the auditorium would cost \$400.

Mrs. Palmer asked what grades were being targeted for the program. Mrs. Sieferman responded that the "Recycle Mania" program would be most appropriate for elementary school students, but that Billy B. does other programs geared toward older children as well. Mr. Schrier asked about the auditorium's seating capacity. Mrs. Sieferman responded that the venue could hold approximately 1,000 kids. She explained that the students might simply sit on the floor of the auditorium to make it easier to set-up and tear down and such an arrangement might encourage them to participate more in the program.

Mr. Detwiler explained that he and Mrs. Sieferman viewed a couple of the clips of Billy B.'s performances available on his website and that he was very good at keeping the students engaged and does a good job of conveying his message to them. At this point there was some discussion regarding the appropriate amount of money to approve for the event.

Eva Yackey moved to approve up to \$4,000 for the performer, the facility rental and money to be used to help the schools offset the costs of the fieldtrip. David Whicker seconded the motion and the motion was unanimously approved 7-0-0.

Mrs. Siefertman then asked for approximately \$2,000 to purchase more recycling bins the District provides to schools for recycling grants. She reminded the Board that the District offers grants of up to \$500 for schools beginning or expanding recycling programs. She reported that there are at least 4 additional schools that have submitted grant requests and she needs more bins to fill those requests. Mr. Schrier moved to approve the purchase of the recycling bins. Phyllis Palmer seconded the motion and the motion was unanimously approved 7-0-0.

At this point Mr. Disney joined the meeting.

## **Director's Report**

### **Long-Range Planning**

Mr. Detwiler began his report by reminding the Board that at the last meeting Mr. Anderson had asked what long-range planning ideas the District was considering. Mr. Detwiler explained that in order to educate the Board members about what other solid waste districts are doing, he asked Lance Hodge, Executive Director of the Association of Indiana Solid Waste Management Districts (AISWMD) to come speak at the meeting.

Mr. Hodge began by passing out copies of the *2004 District Profiles* that the AISWMD compiled. Mr. Hodge explained that the booklet is a snapshot of each solid waste district in the state. It outlines each district's budget, personnel, programs, facilities, etc.

Mr. Hodge then explained what the AISWMD is, how it functions and what it offers. He also briefly explained why the districts were formed and how the dynamics and rolls of the districts have changed since their inception.

Mr. Hodge then pointed out that the booklet he handed out was a 2004 copy and therefore does not have the Hendricks County Solid Waste Management District listed. He did mention that Mr. Detwiler does have a more up-to-date copy that could be referred to as well.

### Discussion

Mr. Schrier asked Mr. Hodge if he knew of any plans for legislation allowing board members to be paid for their service when they attend district meetings. Mr. Hodge responded that a few of the districts do pay their board members for travel expenses or a per diem for attending meetings. He added that CAC members were paid more often than the board members. Mr. Disney then mentioned that there is going to be legislation introduced to allow board members to be paid for attending meetings. He also said that he would like to have the support of the AISWMD on that legislation.

Mr. Schrier then asked Mr. Hodge if it was allowable for the board members, staff, CAC members or anyone else to be supplied with a recycling bin to be picked up by a service provider and paid for by a district. At that point Mr. Hodge said that it was within the power of the districts and the boards to provide curbside recycling to individuals, but that it would have to be made available to all interested parties.

Myron Anderson asked Mr. Hodge if he had any suggestions for this district regarding future programs and direction. Mr. Hodge explained that the two main topics

that continually come up at the federal level and the state level are electronic scrap recycling and the proper disposal of expired medications.

Mr. Disney asked Mr. Hodge if he had any idea how many states still had bottle deposit laws in effect. Mr. Hodge replied that he believed approximately 18 states, the nearest one being Michigan. Mr. Hodge went on to share some history regarding past attempts at enacting such legislation in Indiana and the hurdles the AISWMD has faced. He said if the District was interested in attempting to garner support for such legislation, and could find a sponsor, that the AISWMD would support it as they had done in the past.

After Mr. Hodge was finished Mr. Detwiler asked the Board for input regarding the next step in the long-rang planning process. He suggested appointing a sub-committee to look a little closer at the District's goals.

Mr. Waggoner asked Mr. Detwiler what his recommendations were. Mr. Detwiler replied that he had allowed some money into the 2007 budget, which was to be discussed next, for some of the ideas he would like to see implemented.

Mr. Waggoner then said that he thought there needed to be a sub-committee formed of Board members, CAC members, and District staff to discuss some ideas and bring them back to the Board of Directors. Mr. Disney asked for volunteers to be on the sub-committee and Myron Anderson, Bob Waggoner, and Phyllis Palmer volunteered to serve. Mr. Detwiler said he would contact all of the CAC members to see if there were any who would serve on the committee as well.

### 2007 Budget

Mr. Detwiler then moved into a discussion of the 2007 budget by mentioning that the main goal for the meeting was to come up with the total budget amount to be advertised. By doing so the Board could avoid the need for special meetings to discuss the budget.

Mr. Detwiler said he and Amy did, at the Boards request, meet with members of the CAC to discuss the budget and that input from members at that meeting were reflected in the budget worksheet in front of them. He then proceeded to explain the layout of the spreadsheet he had distributed. At that point Mr. Disney asked if the Board could simply agree on a figure that should be published for the 2007 budget; then members could take the handouts home to study and could be prepared to offer comments and questions at the next meeting. Mr. Detwiler indicated that such an approach would be acceptable and then explained what figures he and Debbie Haines had determined to be appropriate to advertise for both the General Fund and Hendricks County Special Projects Fund budgets.

Ed Schrier moved that the amount of \$693,500 be advertised for the 2007 General Fund budget. Phyllis Palmer seconded the motion and the motion was unanimously approved 8-0-0.

Ed Schrier also moved that the amount of \$80,000 be advertised for the 2007 Hendricks County Special Projects Fund budget. Phyllis Palmer seconded the motion and the motion was unanimously approved 8-0-0.

### Tox-Away Day Figures

Mr. Detwiler then distributed a graph he had created comparing the past four Tox-Away Days. He indicated that the comparisons would obviously be more meaningful once more data becomes available.

### District Marketing & Promotions

Next, Mr. Detwiler explained his desire to begin a small-scale marketing campaign aimed at making the public more aware of what the District is and what it does. He explained that he believes there is a lot of confusion in the community about what roles the District fills. He went on to explain that he believes some cable advertisements and some billboards would be effective ways to reach the public.

Mr. Detwiler explained that he met with a representative from Comcast Cable about running some spots in the Hendricks County market. He also informed the Board that he requested some free ads tagged with the District name and logo from an organization.

In addition, Mr. Detwiler explained he did some research regarding billboard space and explained that he believed billboards would work well to spread a general message.

Mr. Detwiler mentioned that he gets requests weekly for help in sponsoring various community projects. Mr. Detwiler mentioned that the District could pick and choose those projects and events that best share its message.

Mr. Detwiler then asked the Board for approval of \$15,000 to purchase cable advertising, billboard space and to continue to sponsor local projects and events.

Eva Yackey moved to approve up to \$15,000 for the campaign. Paul Hardin seconded the motion.

Before a vote was taken on the motion, Phyllis Palmer asked if this amount would be needed every year for advertising. Mr. Detwiler replied that he understands that repetition is key to getting any message out to the public. He explained that he was unsure what might be needed in the future to maintain the public's understanding of the District. Mrs. Palmer mentioned that the past advertising for Tox-Away Days and sponsorships have had a positive effect.

Ed Schrier then asked Lenn if the District was tied into the Hendricks County webpage in any way. Mr. Detwiler explained that the District's website is accessible directly from the county's website. Mr. Schrier suggested that any media campaigns should be tied to the District's website.

Mr. Waggoner also mentioned that some restaurants have placemats with advertising on them and that when the public is waiting for their meals that they probably do read some of those ads. He said perhaps that would be a tool that the District could use as well.

Mr. Disney asked Mr. Schrier about the golf outings that his golf course hosts and the "Goodie Bags" that are given out. Mr. Schrier said that a lot of marketing materials are put in them to give out. Mr. Schrier went on to say that many times the golf courses or the hosting organizations are looking for contributions for the bags. Mr. Detwiler mentioned his desire to get the District's Recycling Guide into those bags. Mr. Schrier said that between 75 and 150 bags are given out at any one time and it would reach a lot of people.

Mr. Disney called for a vote on the marketing campaign motion and the motion was unanimously approved 8-0-0.

### **Financial Report**

Mr. Detwiler informed the Board that Debbie Haines was on vacation, so he would be presenting the Financial Report.

### **Investments**

Mr. Detwiler pointed out that a CD held by the General Fund had matured on May 24th. He explained that more money from the General Fund was added to the matured value of the certificate and a total of \$100,000 was invested for a term of six months at Huntington Bank at a rate of 5.26%.

Mr. Detwiler also explained that another CD held by the General Fund matured on June 15th with a value of \$101,980.41 plus interest. Per the Board's request at the May meeting, that certificate was reinvested at the State Bank of Lizton for a term of 18 months at a rate of 5.50%. He reminded the members that this new CD at the State Bank of Lizton was not listed on the 'Financial Facts Summary' sheet because the reinvestment of those funds took place in the month of June, but the summary sheet reflected financial information through the end of May.

Mr. Detwiler also pointed out that a \$50,000 CD held by the Hendricks County Special Projects Fund matured on May 15th. Additional money from the Special Projects Fund was combined with the funds from the matured CD and a \$90,000 certificate was purchased at Huntington Bank for a term of six months at a rate of 5.26%.

Mr. Schrier asked Lenn what happens to the money in the Special Projects Fund if it is not spent in a given year. He wondered if those funds reverted into the General Fund or if they remained in the Special Projects Fund. Mr. Disney answered, that the money is appropriated for the Special Projects Fund and that it remains in that fund indefinitely.

### Claims

Next, Mr. Detwiler moved onto the presentation of the pre-paid claims, the claims to be paid and the claims for the Special Projects Fund.

Ed Schrier moved to approve the pre-paid claims in the amount of \$121,200.20 as presented. Eva Yackey seconded the motion and the motion was unanimously approved 8-0-0.

David Whicker moved to approve the claims to be paid in the amount of \$47,482.44 as presented. Eva Yackey seconded the motion and the motion was unanimously approved 8-0-0.

Robert Waggoner moved to approve the claims presented for the Special Projects Fund in the amount of \$1370.62. Paul Hardin seconded the motion and the motion was unanimously approved 8-0-0.

### CAC Report

Mr. Eakin reported that the CAC met with Mr. Detwiler regarding the 2007 budget. Mr. Eakin stated that Mr. Detwiler fought for what he wanted, but noted that Mr. Detwiler did not always win. He explained that the budget worksheet presented to the Board did reflect some of the input from the CAC.

## **New Business**

Mr. Disney commented that he felt that the Director and his staff had done a terrific job of getting the District started and he felt that the Board should reward them with some type of a bonus. He said that he had spoken with Nancy Marsh, Hendricks County Auditor, and Greg Steuerwald, the Hendricks County Attorney about the issue. Mr. Disney reported that both parties agreed and that a salary ordinance could be revised or updated in the middle of the year if the Board so desired. He went on to propose that the Board approve a 2% wage increase for Administrative Personnel beginning on July 1, 2006, and another 2% increase on January, 1, 2007. By doing so, staff members would be able to take advantage of a portion of their anticipated raises immediately.

After questions and discussion, Robert Waggoner moved to give the Administrative Personnel a 2% pay increase beginning on July 1, 2006, and a 2% pay increase effective January 1, 2007. Mr. Eakin mentioned that the Social Security, Medicare, and PERF expenses for the remainder of 2006 would increase as a result. Mr. Detwiler assured the Board that funds could be transferred from other line items if needed. Eva Yackey seconded the motion and the motion was approved 6-2-0.

Before the meeting adjourned, Mr. Detwiler reminded the Board that the July and August meetings would be crucial ones and asked that the Board members check their schedules and try to attend both meetings. Mr. Disney asked that District staff make phone calls as the meeting nears to ensure that a quorum will be present.

There being no further business the meeting adjourned at 5:30 p.m.

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Hursel C. Disney, President

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Robert Waggoner, Vice-President

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David A. Whicker, Treasurer

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Myron C. Anderson, Secretary

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Ed Schrier

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Phyllis A. Palmer

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Eva Yackey

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Paul T. Hardin

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Daniel W. Fivecoat