

Hendricks County Solid Waste Management District
August 19, 2008

The Hendricks County Solid Waste Management District met at 7:00 a.m. on August 19, 2008 in the Commissioners' Room at the Hendricks County Government Center.

President Hursel Disney opened the meeting and led the Pledge of Allegiance. Roll call was taken and members in attendance were:

Hursel Disney	David Whicker	Phyllis Palmer
William Guarney	Beverley Austin*	Nancy Johnson
Eric Wathen	Ed Gaddie	Jeff Martin

Others in attendance were:

Lenn Detwiler	Shirley Duncan	Katie Archer
Amy Sieferman	Gary Eakin	Thomas Featheringill
Cathy Grindstaff		

Approval of Agenda

Mr. Whicker moved to approve the Agenda as presented. Mr. Wathen seconded the motion and the motion was unanimously approved 8-0-0.

Approval of Minutes

Mrs. Palmer pointed out an error in the July meeting minutes.

(*Mrs. Austin joined the meeting at this point.)

Mr. Whicker moved to approve the minutes of the meeting held on July 15, 2008 as corrected. Mr. Wathen seconded the motion and the motion was approved 8-0-1 with Mr. Gaddie abstaining as he was not present at the July meeting.

Public Hearing for the 2009 General Fund Budget

Mr. Disney opened the public hearing regarding the budget for the 2009 General Fund and asked if there were any questions or concerns regarding the budget.

Mr. Guarney asked Mr. Detwiler if the General Fund Budget included money for the wages and benefits necessary to refill the administrative assistant position vacated by Mrs. Duncan. Mr. Detwiler answered that there were sufficient funds in the 2009 budget to provide wages for the new individual. He did explain that the new person will likely elect insurance coverage and that the amount built into the 2009 budget line item for employee insurance coverage was only enough for one full-time employee. Mr. Detwiler went on to say that he reviewed the matter with Debbie Haines and verified that in 2009, money could be moved from another line item to cover that extra cost. He noted that proceeding with the budget as it was presented and making the necessary transfer in the future was far less complicated than having to advertise a new budget and hold another public hearing prior to the State's budget deadline.

Hearing no other questions or concerns, Mr. Disney closed the public hearing regarding the 2009 General Fund Budget.

Adoption of 2009 General Fund Budget

Mr. Guarney then moved to adopt the District's 2009 General Fund Budget as presented. Mrs. Johnson seconded the motion and the motion was unanimously approved 9-0-0.

Public Hearing for the 2009 Hendricks County Special Project Fund Budget

Next, Mr. Disney opened the public hearing regarding the budget for the 2009 Hendricks County Special Projects Fund and asked if there were any questions or concerns regarding the budget.

Mrs. Palmer asked Mr. Detwiler how the money in the Hendricks County Special Projects Fund could be spent. Mr. Detwiler answered that the money needed to be spent in a manner that fulfilled the mission of the District; waste reduction, reuse, recycling or the proper disposal of household hazardous waste. Mrs. Palmer asked what happens to any money that might be left over from one year to the next. Mr. Detwiler explained that the money does accumulate from year to year. He added that the fund currently has a balance of over \$100,000 invested in a CD.

Mr. Guarney asked if a cap was in place that limits the amount of money that can be accumulated in that fund. Mr. Detwiler answered that there is not currently a cap on the amount. He added that beginning again in 2009, ten percent of the final disposal fee revenue the District receives will be transferred to the Hendricks County Special Projects Fund.

Hearing no other questions or concerns, Mr. Disney closed the public hearing regarding the 2009 Hendricks County Special Projects Fund Budget.

Adoption of 2009 Hendricks County Special Projects Fund Budget

Mrs. Johnson made a motion to adopt the 2009 Hendricks County Special Projects Fund budget as presented. Mrs. Palmer seconded the motion and the motion was unanimously approved 9-0-0.

Outreach Coordinator's Report

Mrs. Sieferman began her report by highlighting the District's success at the 4H Fair. She explained that 766 individuals stopped by the District's booth and talked with staff members about the District. She noted that many members of the public voiced their opinions and asked many good questions.

Next, Mrs. Sieferman explained that the District will again be participating in the Avon Community Heritage Festival on September 27th at the Avon-Washington Township Park. She noted that she and Mrs. Archer will be promoting a couple of programs at the festival, a Halloween Costume Exchange and the Big GREEN Give. Mrs. Sieferman distributed information about both programs to the Board members.

Mrs. Sieferman then updated the Board about next April's Earth Day Festival that the District is partnering with other similar county organizations to present. She asked the Board for permission to spend up to \$3,000 to contract for Billy B. to perform at the event on April 18, 2009. Mrs. Palmer moved that permission be granted to spend up to \$3,000 to contract with Billy B. for the Earth Day Festival. Mrs. Austin seconded the motion and the motion was unanimously approved 9-0-0.

Mrs. Sieferman also highlighted a shoe reuse program she is working on where local schools will participate by collecting used shoes that will then be forwarded to third world countries to be worn. She noted that Ray's Trash Service has agreed to donate ninety-six gallon containers that will be used to collect the shoes at the various schools.

Youth Education Coordinator's Report

Mrs. Archer began her report by explaining that she reached 372 children through her summer youth outreach activities. She explained that she felt the results were positive since this was the first year the District has reached out to kids during the summer months.

Mrs. Archer then handed Board members copies of a new brochure she developed to promote the youth education programs to teachers. She explained that a packet containing a letter, brochure, and flyers promoting the Halloween Costume Exchange and the Big Green Give will be mailed to every teacher in Hendricks County. She added that she has also been working on a Teachers' Workshop that will give her and Mrs. Sieferman an opportunity to showcase a number of science-related programs they offer as well as promote other upcoming events.

Mrs. Johnson commended both educators on the good work they are doing. She noted that the results of much of what they are doing may not be evident right away, but will become so in the future.

Director's Report

Administrative Assistant

Mr. Detwiler began his report by explaining that a new administrative assistant would be starting on September 2nd. Her name is Patty Knoll. He added that she is very excited about the District and the position.

Tox-Away Day Contract for 2009

Mr. Detwiler then reminded the Board that the proposals the District received to provide Tox-Away Day services were opened at the last meeting and that the Board asked him to review the proposals and bring back a recommendation.

He highlighted a spreadsheet that he developed comparing the pricing from the various companies. He used the number of participants and the weight of household hazardous waste, tires, appliances and electronics that were collected at the past twelve events to calculate how much the District would have paid to the various contractors using their proposed pricing structures. He continued by explaining that the comparison showed that the two lowest cost contractors were NuGenesis and PSC. He added that his recommendation would be to enter into a contract with NuGenesis for the 2009 Tox-Away Days. He explained that he felt comfortable with NuGenesis, the District has had a good relationship with the company and the company is located in Mooresville. He also noted that the District has seen a significant increase in the number of participants utilizing the Tox-Away Days and that higher participation levels favor the pricing structure offered by NuGenesis.

Mrs. Palmer made a motion to enter into a contract with NuGenesis to provide Tox-Away Day services for 2009 with the option to extend the agreement to 2010. She noted that she feels it is important to utilize local companies, when possible and appropriate, and that the District's past experience with NuGenesis has been positive. Mr. Guarney seconded the motion and the motion was unanimously approved 9-0-0.

Community Grants Program

Mr. Detwiler then stated that the application deadline for the fall round of the Community Grants Program was on August 15th. The District received two requests, one from the Hendricks County Convention and Visitors Bureau for \$5,000 to create a Green Tour, and one from the Plainfield Department of Public Works for \$20,000 to purchase a wood chipper. Mr. Detwiler noted that he will coordinate a meeting with the CAC to review the requests and bring a recommendation to the Board at the September meeting.

Plainfield Correctional Facility

Next, Mr. Detwiler explained that he met with the new Physical Plant Director of the Plainfield Correctional Facility, Ray Nornes, about resurrecting the composting operation that operated there a number of years ago. Mr. Detwiler believes this could be a good opportunity for a partnership between the District and the Correctional Facility. He noted that he would get more information and report back to the Board in the near future.

Mr. Disney asked Mr. Detwiler why the composting operation that was underway at the facility under the West Central Solid Waste District stopped. Mr. Detwiler stated that he understood that at the time that Hendricks County pulled out of the West Central Solid Waste District that the equipment that was being used in the operation was sold at auction. Mr. Detwiler explained that the facility does have some of the necessary equipment, but that the most critical machine that would be needed is a screener.

Request for Proposals: Recycling Drop-off Centers

Mr. Detwiler then explained that he intends to soon distribute a request for proposals for the servicing of the District's Recycling Drop-off Centers. He noted that he believes there is room to improve the current arrangement and that many residents are concerned about the limited number and location of the drop-off centers the District currently sponsors. He asked the Board members to provide any input they feel would benefit the program.

Tox-Away Day: August 16th

Next, Mr. Detwiler explained that the latest Tox-Away Day at Avon High School was well attended. He noted that 632 participants utilized the event. He added that the last Tox-Away Day of the year will be on October 11th at the Plainfield Middle School and that the District is on pace to serve more than 2000 participants for the year.

Financial Report

Financial Facts Summary

Mr. Detwiler began the Financial Report by highlighting the Financial Facts Summary. He pointed out that the balance in the District's checking account will soon warrant the purchase of another certificate of deposit. He continued by explaining that as of the end of July, the District had spent about forty percent of the budgeted amount for 2008.

Income Chart

Next, Mr. Detwiler moved to the Income Chart and explained that July was a very good month for the District in terms of revenue. Income realized from the Yard Waste Recycling Centers in July was the highest amount since the inception of the District. He also noted that final disposal fee revenue rebounded nicely in July.

Budget Transfer Request

Mr. Detwiler then presented a budget transfer request that would increase the amount of money in the Legal Advertising line item by \$800 and reduce the amount of money in the Travel Expenses line item by \$800. Mr. Detwiler explained that the Legal Advertising line item was used to advertise for the administrative assistant position which resulting in the depletion of those funds.

Mr. Whicker moved to accept the budget transfers as presented. Mrs. Palmer seconded the motion and the motion was unanimously approved 9-0-0.

Claims Register

Next, Mr. Detwiler presented the Register of Claims as of August 19, 2008 in the amount of \$62,650.90. Mrs. Johnson moved to accept the claims as presented. Mr. Guarney seconded the motion and the motion was unanimously approved 9-0-0.

CAC Report

Mr. Disney asked for a report from the CAC. Mr. Eakin explained that the committee had not recently met, but would look forward to doing so to review the grant applications Mr. Detwiler referenced earlier.

New Business

CAC Meeting Minutes

Mr. Guarney pointed out that section seven of Resolution 2008-05 referred to the reports, studies, minutes and other relevant materials of the committee shall be made available to the public at the same location at which the Board's records are maintained. He asked if the committee's minutes could be made available to the Board members. Mr. Whicker asked Mr. Eakin if minutes have been taken at the meetings. Mr. Eakin indicated the Mr. Detwiler has utilized a digital recorder at the meetings in the past. Mr. Detwiler explained that he has used the recorder for his own benefit, to ensure that he understood and fulfilled requests the CAC members made of him during those meetings, not to transpose the recording into minutes. He explained that the State statute requires the committee to appoint officers and it has been his position that those officers should then be responsible for the meeting minutes.

After some discussion, Mr. Detwiler agreed to ensure that minutes are taken at future CAC meetings and copies of the minutes are forwarded to the Board members.

Resolution 2008-05

Mr. Disney then moved onto Resolution 2008-05. Mr. Guarney moved to adopt Resolution 2008-05 as presented. Mrs. Palmer seconded the motion and the motion was unanimously approved 9-0-0.

Board of Directors' Comments, Concerns and Questions

Mr. Disney then explained that Mr. Detwiler's job description was forwarded to Ron Love, the County's Human Resource Director for an analysis to compare Mr. Detwiler's duties and compensation to that of others in similar roles working for the County. He explained that he believes an adjustment is necessary and would like to consider doing so at the next meeting.

Adjournment

There being no further business, Mrs. Palmer moved to adjourn at 7:55 a.m. Mr. Wathen seconded the motion and the motion was unanimously approved 9-0-0.

Hursel C. Disney, President