

Hendricks County Solid Waste Management District
July 21, 2009

The Hendricks County Solid Waste Management District met at 7:00 a.m. on July 21st, 2009 in the Commissioners' Meeting Room at the Hendricks County Government Center.

President Myron Anderson opened the meeting and led the Pledge of Allegiance.

Roll call was taken and members in attendance were:

Myron Anderson	*Beverley Austin
Ed Gaddie	Bill Guarnery
Nancy Johnson	Jeff Martin
Phyllis Palmer	Eric Wathen
David Whicker	

Others in attendance were:

Katie Archer	Calvin Davidson
Lenn Detwiler	Dan Devlin
Lisa Disbrow	Cathy Grindstaff
Patty Knoll	

Approval of Agenda

Mr. Whicker moved to approve the agenda as presented. Mrs. Johnson seconded that motion. The motion passed, 8-0-0. Mr. Whicker then asked if the procedure of approving the agenda at each meeting was necessary. After some discussion, Mr. Wathen made a motion to discontinue the practice of approving the agenda during the Board Meetings. Mrs. Palmer seconded the motion. That motion passed 8-0-0.

Approval of Minutes

Mr. Whicker moved to approve the minutes from the June 16th, 2009 Board Meeting as presented. Mrs. Palmer seconded the motion and the motion was approved 8-0-0.

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

Director's Report

New Office Space

To begin his report, Mr. Detwiler reviewed some of the details of an email he sent to Board members prior to the meeting outlining a potential plan to expand the District's office into the second story above the current space. He reiterated that because the space had been vacant for such a long time, significant renovation would be required to make the second story usable. The initial estimate to achieve the renovation was approximately \$95,000. He noted that the estimate did include money to make the renovated space more energy efficient, utilize some environmentally-friendly materials and building techniques and it did provide some money to deal with unforeseen structural issues as the project progressed. He added that the renovation would be high quality, retaining some of the favorable aspects of an older building and would include an interior stairway connecting the upper and lower floors.

After some discussion, Mr. Wathen asked why the District needed to expand the office space. Mr. Detwiler explained that in the current arrangement, one of the educator's offices was located in the kitchen. Additionally, most of the supplies the educators use to present their programs are stored in the basement, which means the materials have to be carried up and down the narrow stairway many time each week.

Mr. Wathen then stated he was concerned about spending that amount of money for the renovation as well as increased lease payments going forward. Mrs. Palmer also expressed a concern about the amount proposed to make the renovations. She explained that she was not opposed to providing more space, but felt there were other options that should be explored first.

Mr. Detwiler added that perhaps the most important question the Board needed to answer was if it was necessary or advantageous for the District to remain on the Courthouse Square in Danville. He said if that was the case, then the proposed renovation would be a viable option to get that accomplished. He then said if that was less of a concern to the Board, there were indeed other options available.

Mr. Guarnery explained that he would be open to the possibility of the District purchasing a property, thereby saving the lease expenses.

After further discussion, Mrs. Johnson suggested a committee be formed to look into the available options and report back to the Board with their recommendations. Mrs. Palmer then made a motion that such a committee be formed. Mrs. Johnson seconded the motion. The motion passed unanimously, 9-0-0. Mrs. Austin, Mr. Guarnery and Mr. Martin agreed to serve on the committee.

Hendricks County 4-H Fair

Mr. Detwiler then reminded the Board that the Hendricks County 4-H Fair was underway. He explained that the District was again staffing a booth in the Expo Hall. He said the District and the Hendricks County Substance Abuse Task Force (HCSATF) held an Unwanted Pharmaceutical Collection on Sunday. He said though the response was low; the collection provided good exposure and was helpful in training members of the HCSATF in how to conduct such a collection.

He reminded the Board that the District was offering a scavenger hunt during the Fair, asking people to obtain answers to five questions relating to drinking water. The answers to the scavenger hunt could be found in the Expo Hall, but required the participant to earn the giveaway, a stainless steel water bottle that could be reused instead of purchasing bottled water. He said the response so far from fairgoers had been very positive.

August 15th Tox-Away Day

Mr. Detwiler closed the Director's Report by discussing the August 15th Tox-Away Day to be held in Avon at the Hickory Elementary School. He said the District was expecting another busy day, as turnout for the Avon event is typically large.

Financial Report

Financial Facts Summary

Mr. Detwiler opened his remarks by reminding the Board that two CD's would mature before the next Board Meeting. He noted that he planned to retain some of the funds in the District's checking account to provide an operational cushion. He said he would reinvest the balance.

He then highlighted the fact that expenditures through the second quarter of the year were within \$500 of the same timeframe last year.

Mr. Wathen then asked if it would be possible to use money from the Hendricks County Special Projects Fund for remediation of an old firing range. Mr. Detwiler said the fund had previously paid for a similar project in Plainfield. He said the final approval of such a project would rest with the Board, but that a similar claim had been paid in the past.

Income Chart

Next, Mr. Detwiler noted that the Final Disposal Fee Income for June had increased nicely compared to previous months. He added that the June payment was the largest payment the District had received since October of 2008. He said the District also had a good month with regard to income at the Yard Waste Recycling Centers.

Budget Transfer Request

Mr. Detwiler then asked the Board for approval of some budget transfers outlined on spreadsheets before each Board member. After some discussion, Mrs. Johnson moved that the budget transfers be made as presented, in the amount of \$1,700. Mr. Guarnery seconded the motion. The motion passed 9-0-0.

General Fund Budget versus Actual Comparison

Mr. Detwiler then moved to a spreadsheet comparing the District's actual expenditures through the second quarter of 2009 to the budgeted amounts for the year.

Mr. Wathen questioned why the amounts paid for Health Insurance changed each month. Mr. Detwiler explained that an employee that participates has money deducted from each paycheck to cover his or her obligation. Those funds are then used to offset the District's payment for the coverage. So, the total cost of the insurance fluctuated depending on how the pay periods fall. Mr. Wathen asked what the total monthly premium for the insurance was, and Mr. Detwiler replied that the cost was \$1,720.66 per month. Mr. Detwiler added that the District is included in the County's health insurance plan, but pays its own premiums.

Comparison of Revenue to Expenditures

Mr. Detwiler then moved to a spreadsheet that showed each budget line item and compared the current revenues and expenditures to those from last year. Mr. Detwiler noted that even though revenue was down due to the lower Final Disposal Fee Income, the District was still in good shape financially.

General Fund Register of Claims

Mr. Whicker then moved that the Register of Claims for July 21st, 2009 in the amount of \$73,143.28 be approved for payment. Mrs. Palmer seconded the motion. The motion passed unanimously 9-0-0.

2010 General Fund Budget

Mr. Detwiler then moved on to review the District's 2010 General Fund Budget. He noted that public hearings regarding the General Fund and the Hendricks County Special Projects Fund budgets were scheduled for the August meeting.

Mr. Detwiler stated that the revenue figure proposed for 2010 was an approximate 12% decrease from 2009, due to the lower Final Disposal Fee Income. The consensus of the CAC was not necessarily to alter the \$605,000 figure, but to be aware that the actual amount realized could be less. He said the proposed total revenue for the 2010 General Fund Budget was \$681,000.

Moving on to Personal Services, Mr. Detwiler said the proposed Budget had an overall increase of 12% over 2009 figures. He said the majority of that increase is coming from a significant increase in the cost of health insurance.

Mrs. Johnson said she did not believe the County would be providing any compensation increases to its employees and questioned the 3% increase shown in the proposed 2010 Budget for District personnel. Mr. Anderson explained that originally Mr. Detwiler had not included additional money for increases. He continued that he directed Mr. Detwiler to build in two or three percent to provide a cost of living increase. Mr. Detwiler said the CAC believed that the raises for District personnel should be reflective of what the County and towns in the community are providing their employees. Mr. Whicker pointed out that the figure was for budget purposes only, and would not necessarily have to be used. But, he added, if money was not built into the budget, it would be difficult to provide any increases later in the year.

Mr. Anderson continued by explaining that it was his understanding the Director's salary was reviewed last fall and the Board expressed some desire to bring Mr. Detwiler's compensation in line with similar positions at the County. Mr. Detwiler noted that Mr. Disney of the CAC did express that same concern. Mrs. Palmer said a performance review was also done last fall, which she felt was important, and should probably be done annually. After further discussion, it was determined that applying a 3% increase as proposed would bring the Director's salary in line with similar positions at the County.

Mr. Wathen expressed a concern that Programs were being cut but Personal Services were being increased. Mr. Detwiler explained that the amounts being proposed for the District to provide programs in 2010 were actually much more reflective of the past expenditures in those line items. So, while the budgeted amounts were being decreased, the District would still be able to provide the same number and caliber of programs it had in the past.

Mr. Whicker then asked Mr. Guarnerly, who had closely reviewed the proposed budget, if he felt the figures being proposed were reasonable. Mr. Guarnerly said yes, but expressed his feeling that staff should receive increases comparable to what the actual Cost of Living Adjustment from the Social Security Administration turns out to be. Mrs. Palmer said she felt the 3% was generous considering the current state of the economy.

After some discussion, Mr. Wathen made a motion to approve the 2010 General Fund Budget as presented. Mr. Whicker reiterated this was a Budget, and was not cast in stone. Mr. Guarnerly seconded the motion. The motion passed unanimously, 9-0-0.

2010 Hendricks County Special Projects Fund Budget

Mr. Wathen then made a motion to approve the 2010 Hendricks County Special Projects Fund Budget as presented. Mrs. Johnson seconded the motion. The motion passed 9-0-0.

CAC Report

Mr. Anderson asked if members of the CAC had any additional input to share with the Board regarding the proposed budgets. Mrs. Grindstaff indicated that the CAC's input was reflected in the information Mr. Detwiler shared with the Board. Mr. Anderson thanked the CAC members for their input and attendance.

Board of Director's Comments

Mr. Wathen thanked Mr. Detwiler for his work on the Budget saying he felt better knowing that the programs were not being cut, just brought closer in line with past expenditures.

Adjournment

There being no further business, Mr. Wathen moved to adjourn at 7:57 a.m. Mr. Guarnerly seconded the motion and the motion was unanimously approved 9-0-0.

Myron Anderson, President