

**Hendricks County Solid Waste Management District**  
**October 19, 2010**

The Hendricks County Solid Waste Management District met at 7:00 a.m. on October 19, 2010 in the Commissioners' Meeting Room at the Hendricks County Government Center.

Vice President Beverley Austin opened the meeting and led the Pledge of Allegiance.

Roll call was taken and members in attendance were:

|                 |               |
|-----------------|---------------|
| Beverley Austin | Ed Gaddie     |
| Bill Guarnery   | Nancy Johnson |
| Phyllis Palmer  | Eric Wathen * |
| David Whicker   |               |

Board members Myron Anderson and Jeff Martin were not in attendance.

Others in attendance were:

|              |                 |
|--------------|-----------------|
| Katie Archer | Lenn Detwiler   |
| Patty Knoll  | Barry Ledbetter |

**Approval of Minutes**

Mr. Whicker moved to approve the minutes from the September 21, 2010 meeting as corrected. Mrs. Palmer seconded the motion. Mrs. Johnson abstained from the vote since she was not present at that meeting. The motion was approved 5-0-1.

## **Educator's Report**

### **Youth Education Coordinator**

Mrs. Archer began her remarks by showing the Board the brochure she mailed to teachers in August. She reported a great response from the mailing; within two weeks she was completely booked for the fall and had three pages of names on the waiting list for spring programs. She said she received requests for programs from teachers she had never visited before, which was very encouraging. She also had repeat requests from teachers that she had been to before.

Mrs. Johnson asked Mrs. Archer if she had requests from all school districts in the county, and Mrs. Archer replied yes, in all the districts including the Christian schools, but not in all the schools in the county. Mrs. Archer said because she was nervous about meeting all the requests for the spring, Mrs. Siefertman was working on putting together traveling bins stocked with supplies necessary to teach the particular programs, so the teacher can present the information from the District even if the educators cannot physically be there.

Mrs. Archer informed the Board that she had developed a new way to reach the teachers and share information with them. She has developed a Teacher's Newsletter that she sends out by email periodically when interesting things come up.

Mrs. Austin suggested some ways she might find an intern to help with the spring programs. Mrs. Palmer also said the Association of Indiana Solid Waste Management Districts might have intern suggestions.

\*(Mr. Eric Wathen entered at this time.)

## **Director's Report**

### **New Magnets**

Mr. Detwiler began his report by informing the Board that the magnets that were approved at the last Board Meeting were ordered and received. He said staff was pleased with them and felt they provided a good overview of what programs the District offers. He provided each Board Member with their own magnet and pointed out the

sticky note on the front that provided the dates for 2011 Tox-Away Days. He said the District was able to hand the notes out at the last Tox-Away Day for the year.

### Recap of October 9<sup>th</sup> Tox-Away Day

Mr. Detwiler then discussed the Tox-Away Day held on October 9<sup>th</sup> in Plainfield. The event was held at the Plainfield Middle School and had 653 participants. The District collected 64,000 pounds of material, with over 28,000 pounds of that being household hazardous waste. Mr. Detwiler said that for 2010 there were 2,511 participants in the Tox-Away Days, and over 250,000 pounds of material was collected. He said participation and the amounts of material collected have grown each year. He said he felt the events for 2010 went smoother than in years past. Mr. Detwiler finished by saying he would go into more details about the Tox-Away Day results at the December dinner meeting.

### 2011 Budget

Mr. Detwiler then moved on to the 2011 budgets. He said that the previous Thursday the County Council approved the proposed 2011 budgets for the District. He said he did confirm with Cinda Kattau, the County Auditor, that nothing else needs to be done on the District's end, and she would be filing the paperwork with the Department of Local Government Finance.

### Director's Annual Review

Mr. Detwiler then informed the Board that on the previous Wednesday, he met with Mrs. Palmer, Mrs. Austin and Mr. Guarnery for his annual performance review. He felt it was a productive meeting and appreciated the input the committee shared with him.

Mrs. Palmer said she thought it was an excellent meeting, and felt the three committee members were on the same page. She said she thought Lenn was an exceptional employee, and that the District was very blessed to have him. Mr. Detwiler thanked Mrs. Palmer for her kind words.

He went on to say one of the subjects that came up in the meeting was the possibility of holding Board Meetings less frequently than every month. He said a fair

number of Solid Waste Districts hold their Board Meetings less frequently; some met every other month and some quarterly. Mr. Detwiler said he did verify with Lance Hodge of the Association of Indiana Solid Waste Management Districts that it was allowable under the State Code for district boards to meet less frequently than monthly. He noted that if the meeting schedule were augmented, some changes would need to be made as to how the payment of claims would be handled. He also said he would plan to do more correspondence with the Board via email; keeping the Board up to date with issues or requests for permission electronically.

Mr. Detwiler added that he discussed this possible change with Mr. Anderson when they spoke by phone earlier in the week, and Mr. Anderson said he would not be opposed to the idea. After some discussion, the consensus of the Board was for Mr. Detwiler to bring a specific plan regarding less frequent Board Meetings to the November meeting.

Mr. Detwiler then said another suggestion made at the review meeting was for him to submit an application to participate in the Leadership Hendricks County program for 2011. He said he felt it would be an excellent experience to familiarize himself more with Hendricks County and to network with other people who live and work in the community. He said Mrs. Palmer suggested the District could cover the cost of participation, which would be \$600.00. Mrs. Palmer made a motion for the District to pay the cost of \$600.00 for Mr. Detwiler to participate in Leadership Hendricks County in 2011, if he was accepted into the class. Mrs. Johnson seconded the motion. The motion passed unanimously, 7-0-0.

### December Dinner Meeting

Mr. Detwiler then moved on to discuss the December Dinner Meeting. He said he wanted to be sure the date would be acceptable. He noted that the meeting is normally held the same day the Board Meeting would be scheduled, the third Tuesday of the month. But, since that day falls on December 21<sup>st</sup> which would put it close to Christmas, he wanted to check to see if that date is acceptable to the Board Members. After some discussion, the Board agreed to hold the Dinner Meeting on December 21<sup>st</sup>, as it had been held in the past, at Eaton Hall in Brownsburg, with the dinner at 6:00 p.m. and the meeting held at 7:00 p.m.

### Upcoming Staff Events

Mr. Detwiler quickly highlighted some events District staff would be involved in over the next few weeks:

Same Day: Staff will be attending the Association of Indiana Solid Waste Management District's Conference in Indianapolis.

Next Week: Mr. Detwiler will be in San Antonio, Texas, for the Resource Recycling Conference.

Nov. 10<sup>th</sup>: The fall edition of the Hendricks County EcoNews will be included with the Hendricks County Flyer.

Nov. 13<sup>th</sup>: In recognition of America Recycles Day on November 15<sup>th</sup>, the District will be holding a "Free Yard Waste Recycling Day"

### **Financial Report**

#### Financial Facts Summary

Moving on to the Financial Report, Mr. Detwiler said there were no significant changes in the Financial Facts Summary as the next Certificate of Deposit will not mature until December.

#### Income Chart

Mr. Detwiler next went over the Income Chart. He said the District has realized \$78,000.00 more in final disposal fee income than at the same point last year. Mr. Detwiler shared that he expected that the District would eclipse the budgeted amount of income for 2010. He said it was another month of low participation at the Yard Waste Recycling Centers. He remarked that the dry weather in the area has contributed to lower participation, but anticipated more activity as the leaves started to fall.

### Budget Transfer

Mr. Detwiler then requested a transfer of \$2,500.00 from the Office Lease line item #3386 to the Household Hazardous Waste line item #3540 to help cover the increased expense for this year's Tox-Away Days. Mrs. Palmer made the motion to approve the request as presented. Mrs. Johnson seconded the motion, and it passed unanimously, 7-0-0.

### Budget versus Actual Comparison- Third Quarter 2010

Mr. Detwiler then moved to the Third Quarter Budget versus Actual Comparison report. He said the figures in the right hand two columns showed the year-to-date amounts as compared to the 2010 budgeted amounts. He did note that the budgeted figures did not reflect the budget transfer just approved. He said the 2010 budget had been approved with a \$48,000.00 deficit, due to the uncertainty at the time of relocating the District office. He said the District has spent \$117,000 less than realized on the revenue side, and felt the District was in good shape financially through the third quarter.

### 2009 versus 2010 through Third Quarter

The next spreadsheet Mr. Detwiler highlighted compared the financials for 2009 versus 2010 through the third quarter. Mr. Detwiler said the form showed the large decline in Yard Waste Recycling Center income and the decline in interest income. Mrs. Johnson asked why the miscellaneous income amount was so much higher than the previous year. Mr. Detwiler answered that in 2009 the District had participated in a shoe recycling event, with the expectations of not receiving any kind of revenue from the shoes sent in. The shoe recycling company sent the check for 2009 to the wrong company, and by the time the mistake was corrected, that payment and the payment for the current year's collection were both received in 2010.

### Register of Claims

Mr. Detwiler then presented the Register of Claims. He pointed out that the payment for the new magnets was on page two, and on the bottom on that page was the payment to NuGenesis for the Plainfield Tox-Away Day. Mr. Whicker asked if the

charge card account was being reviewed monthly by Mr. Anderson. Mr. Detwiler replied that Mr. Anderson had not been in for awhile, to which Mr. Whicker said that needed to be completed. After some discussion, it was the Board's consensus that Mr. Guarnery should fulfill that need going forward. Mr. Whicker then moved that the Register of Claims for the General Fund dated October 19, 2010, in the amount of \$68,943.60 be approved as presented. Mr. Wathen seconded the motion. The motion passed unanimously, 7-0-0.

### **Board of Directors' Comments**

Mr. Whicker asked how the Recycling Drop-Off Center in Stilesville was doing. Mr. Detwiler said it was slowly gaining participation. He explained that he had some signs made and installed them beside the bins to make residents aware of the recycling center. He was sure participation would increase over time as more residents learn that the center is there.

### **Adjournment**

Mrs. Palmer moved to adjourn at 7:28 a.m. Mr. Wathen seconded the motion and the motion was unanimously approved 7-0-0.

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Beverley Austin, Vice President