

**Hendricks County Solid Waste Management District
Board of Director's Meeting Minutes
April 26, 2016**

The Hendricks County Solid Waste Management District met at 7:00 a.m. on April 26, 2016, in the Commissioners' Meeting Room at the Hendricks County Government Center.

Vice-President Eric Wathen opened the meeting and led the Pledge of Allegiance.

Roll call was taken and members in attendance were:

Dan Bridget	Caleb Brown
Dennis Dawes	Bob Gentry
Marcia Lynch	Phyllis Palmer
*Matt Whetstone	Eric Wathen

Board member Beverley Austin was not present.

Others in attendance were:

Denae Brown	Lenn Detwiler
Brad Eisenhart	Julie Haan
Patty Knoll	Amy Siefertman
Greg Steuerwald	

Approval of Minutes

Mrs. Lynch moved to approve the minutes from the January 26, 2016, Board Meeting as corrected. Mrs. Palmer seconded the motion. The motion passed, 6-0-0.

*Mr. Whetstone entered at this time.

Director's Report

Building Project Update

Mr. Detwiler then informed the Board that the firm RQAW has been selected by the Hendricks County Commissioners to design the new Hendricks County Solid Waste Management District's building. He presented a tentative timeline. After discussion, Mrs. Palmer moved that the project costs should be kept at or under \$1.2 million. Mr. Wathen seconded the motion. The motion passed 8-0-0.

Mr. Whetstone made a motion to allow Mr. Steuerwald to represent both Hendricks County and the Hendricks County Solid Waste Management District in the matter of developing a memorandum of understanding and lease agreement related to the HCSWMD Building Project. There was some discussion regarding having another not-for-profit agency located in the new building along with the District, and who would receive the funds from that lease. Mr. Gentry seconded the motion. The motion passed 7-0-1, with Mr. Bridget abstaining.

Recycling Guides

Mr. Detwiler informed the Board that the new Recycling Guides were printed and distributed to residents via the Hendricks County ICON and delivered to post offices, libraries and other public buildings around the community. District staff has received positive feedback on the updated Guide. Mr. Detwiler noted that the final costs came in \$500 under the requested amount.

Tox-Away Day #1

The first Tox-Away Day for 2016 was held on April 9th, with 1,047 participants; the largest turnout for a Tox-Away to date. Mr. Detwiler said he was considering making some changes for next year to try to spread the demand for the events throughout the year.

State Board of Accounts Audit

Mr. Detwiler then informed the Board that the District was audited by the State Board of Accounts in March. The auditor reviewed 2012-2015. He asked Mr. Detwiler to reflect the purchase and selling of CD's in a different manner when doing future Gateway reporting.

Internal Financial Controls

State statute now requires each political subdivision to implement a written internal financial control policy, stressing the separation of duties. Mr. Detwiler said he was attending a training session provided by the Association of Indiana Solid Waste Management Districts on May 18th to help with writing the policy. He said he would have the Board review and ultimately adopt the completed policy. He noted that the District may need to seek a contractor's help in bookkeeping once the new policy is in place.

Unwanted Medicine Drop Box at IU Health West

Mr. Detwiler then said IU Health West has not finalized the plans for their Unwanted Medicine Drop Box. Hospital staff learned they could not install the box in the waiting area of emergency room, the intended location, because that was prohibited by federal regulations. The hospital's legal department is looking at the issue now. Mr. Detwiler indicated that he had not yet purchased the box and would not do so until the hospital's plans were finalized.

Hendricks County Special Projects Fund Payment to Regional Sewer District

Mr. Detwiler then said he has prepared the remaining amount due to the Regional Sewer District for the Oakhurst WWTP decommissioning. That payment is made from the Special Projects Fund as previously agreed on, and is reflected on the Special Projects Fund Register of Claims.

Yard Waste Recycling Centers

The District's Yard Waste Recycling Centers have been busy since they opened April 1st. He also noted that there has been some minor damage to the siding at the office building at the Brownsburg site, and he is working with the Town of Brownsburg to have it repaired.

2017 Budgets

Mr. Detwiler informed the Board he will meet with the CAC prior to the July Board Meeting to review the 2017 budget. He will forward the figures and budget overview to the Board before the July meeting.

Upcoming Events

- Tox-Away Day #2: May 21st at the Fairgrounds
- EarthStock @ RibFest: June 25th at Kingsway Christian Church
- Tox-Away Day #3: July 16 at Hickory Elementary in Avon
- Hendricks County 4H Fair: July 17th – 23rd

Financial Report

Financial Facts Summaries

Mr. Detwiler presented to the Board the Financial Facts Summaries dated January 31, 2016, February 29, 2016, and March 31, 2016. There was no discussion.

Income & Expenditures

Mr. Detwiler then presented the Income Chart which reflected the Final Disposal Fee Income Comparison, along with 2016 Income versus Expenditure versus Budget comparison. There was no discussion.

First Quarter Reports

Mr. Detwiler reviewed the Budget versus Actual versus 2015 revenues and expenditures. There were no questions.

Register of Claims—General Fund

Mr. Detwiler presented the Register of Claims dated February 23, 2016, in the amount of \$32,604.36 and the Register of Claims dated March 22, 2016, in the amount of \$116,156.90. After discussion, Mr. Whetstone moved to approve the February and March requests and Mr. Brown seconded the motion. The motion passed, 8-0-0.

Mr. Detwiler then presented the Register of Claims dated April 26, 2016, in the amount of \$85,358.85. Mr. Whetstone moved to approve the request, and Mr. Brown seconded the motion. The motion passed, 8-0-0.

Register of Claims—Special Projects Fund

Mr. Detwiler then presented the Register of Claims for the Special Projects Fund dated February 23, 2016, in the amount of \$451.68, and the Register of Claims for the Special Projects Fund dated March 22, 2016 in the amount of \$539.24. Mr. Gentry moved to approve the February and March requests, with Mr. Dawes seconding the motion. The motion passed unanimously, 8-0-0.

Mr. Detwiler then presented the Register of Claims for the Special Projects Fund dated April 26, 2016, in the amount of \$287,874.44. He pointed out that amount included the balance due on the Oakhurst Mobile Home Park WWTP decommissioning of \$280,409.82. Mr.

Gentry moved to approve the April request, with Mr. Dawes seconding the motion. The motion passed, 8-0-0.

New Business

CAC Community Grant Recommendations, Spring 2016

The Citizen's Advisory Committee met on April 19, 2016, to review four Spring Grant Applications. After in-depth review, their recommendation was to accept two of the requests. The applicants and projects were:

- **Avon Community School Corporation**- \$2,569 for Tableware Retriever Lids – Approved
- **Danville Rotary Club Foundation**- \$5,000 for Recycled Rubber Mulch, Recycled Benches and/or Recycled Picnic Tables – Approved
- **HC Educational Media Corp.**- \$4,160 for Environmental Tips on air – Declined
- **Town of Brownsburg**- \$4,825 for Biodegradable Yard Waste Bags - Declined

Mrs. Palmer made a motion to approve the CAC's recommendations. Mr. Gentry seconded the motion. The motion passed, 8-0-0.

Adjournment

Mr. Brown moved for adjournment at 8:00 a.m. and Mr. Gentry seconded the motion. The motion passed, 8-0-0.

Eric Wathen, Vice-President