

**Hendricks County Solid Waste Management District
Board of Director's Meeting Minutes
September 27, 2016**

The Hendricks County Solid Waste Management District met at 7:00 a.m. on September 27, 2016, in the Commissioners' Meeting Room at the Hendricks County Government Center.

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

Roll call was taken and Board members in attendance were:

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

Others in attendance were:

Denae Brown	Kevin Cavanaugh
Lenn Detwiler	Ed Gaddie
Patty Knoll	Amy Sieferman
Roger Stephens	Greg Steuerwald

Approval of Minutes

Mrs. Palmer moved to approve the minutes from the September 13, 2016, Board Meeting as corrected. Mr. Gentry seconded the motion. The motion passed unanimously, 8-0-0.

Director's Report

Recycling Drop-off Contractor Recommendation

Mr. Detwiler informed the Board that of the three submittals received by the District for the Recycling Drop-off RFP, he was recommending Ray's Trash. The company's proposal was as follows:

- Coatesville/North Salem/Stilesville: each site would be \$767 per month; extra pulls would be \$130 each
- Lizton: \$3,997 per month; extra pulls would be \$130 each
- Collection of plastic shopping bags could be added to the collection program for no additional fee

(*Mr. Whetstone entered at this time.)

Mr. Detwiler said he recommended a one-year contract with the option to extend for a second year. Mr. Wathen moved to accept the proposal from Ray's Trash for the servicing of

the District's Recycling Drop-off Centers, using a one-year contract with the option to extend another year. Mr. Gentry seconded the motion. The motion passed unanimously, 9-0-0.

Tox-Away Day Program Update

Mr. Detwiler then reported that the Tox-Away Day held on September 17th went very well, with 759 participants, and 69,718 pounds of material collected. He thanked Mrs. Austin and Mr. Bridget for assisting with the event.

He also noted that the dates for the 2017 Tox-Away Days had been confirmed and he distributed sticky notes to all of the Board Members that listed the dates and locations of the events.

Community Grant Update

Mr. Detwiler then informed the Board the District had received four applications for the Fall round of the Community Grants Program. He said the CAC will meet and review the applications on October 19th, and will bring their recommendations to the October 25th Board Meeting.

Annual Performance Review

Mr. Detwiler then requested that a committee of Board Members meet with him for his annual performance review. Mrs. Austin said she would contact other Board Members to form a committee and be in touch with him later to arrange a meeting time.

Contracted Bookkeeper

Mr. Detwiler then informed the Board that he had worked out an arrangement to have Dee Edwards begin to provide bookkeeping services to the District starting October 1, 2016. She and her colleagues will be processing the District's payroll for the October 14th pay date. He said she planned to attend the January Board Meeting to introduce herself.

Financial Report

Mr. Detwiler then presented the Financial Report which included:

- Financial Facts Summaries dated July 31st and August 31st
- Income Charts
 - Mr. Bridget noted that the Plainfield Yard Waste Attendants do an excellent job and represent the District very well.
- General Fund Claims Register and the Hendricks County Special Projects Fund Claims Register dated September 27th
 - Mr. Wathen moved to approve the General Fund Claim Register for September 27th in the amount of \$68,984.99, and the Hendricks County Special Projects Fund Claim Register for September 27th in the amount of \$1,731.00. Mr. Brown seconded the motion. The motion passed unanimously, 9-0-0.

(**Mr. Wathen left the meeting at this time.)

Old Business

Building Project Update

Mr. Detwiler then asked Mrs. Lynch to share the Building Committee's recommendation regarding how to proceed with the building project.

She opened her remarks by thanking everyone on the Building Committee for the hard work they have put in on this project. She said the committee had been studying the advantages and disadvantages of two different methods for delivering the project; the options being a traditional "Design-Bid-Build" approach or a newer "Build-Operate-Transfer" approach. She said the committee was divided on which option to follow.

Mr. Steuerwald assured the Board Members that both delivery methods were allowable under the law; it was up to the Board to determine which it was most comfortable pursuing.

After extensive discussion where the members shared their feelings regarding the potential costs and benefits of both approaches, Mrs. Palmer made a motion to use the traditional "Design-Bid-Build" approach for the District's new building. Mrs. Lynch seconded that motion. The motion passed, 6-2-0, with Mr. Brown and Mr. Whetstone voting against.

Mr. Brown then made a motion to execute the contract from RQAW to design the building; noting that Mr. Steuerwald needed to determine whether the design contract should be signed by the Commissioners or the Solid Waste Management District. Mr. Dawes seconded that motion. The motion passed, 8-0-0.

(**Mr. Wathen returned to the meeting at this time.)

Exhibit Design Meeting

Mr. Detwiler then reported to the Board that Mr. Cavanaugh, Mr. Patel, Ms. Byerly and Mrs. Sieferman met with four firms that design and build educational exhibits the previous day and learned a great deal about the options available as the project moves forward.

New Business

Internal Control Standards Adoption

Mr. Detwiler then presented the District's Internal Control Standards for adoption by the Board. The standards provide more financial safeguards for the District. After some discussion, Mrs. Lynch moved to approve the Internal Control Standards, with Mrs. Palmer seconding the motion. The motion passed, 9-0-0.

Adjournment

Mrs. Austin adjourned the meeting at 8:04 a.m.

Beverley Austin, President