

**Hendricks County Solid Waste Management District  
Board of Director's Meeting Minutes  
December 13, 2016**

The Hendricks County Solid Waste Management District met at 7:00 a.m. on December 13, 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:

Kevin Cavanaugh	Graham Young
Lenn Detwiler	Ed Gaddie
Julie Haan	Patty Knoll
Sanjay Patel	Amy Siefertman
Greg Steuerwald	

**Approval of Minutes**

Mr. Whetstone moved to approve the minutes from the October 25, 2016, Board Meeting as corrected. Mr. Gentry seconded the motion. The motion passed unanimously, 9-0-0.

**Environmental Educator's Report**

Mrs. Siefertman opened her remarks by stating that Janet Craig, a teacher at Maple Elementary in Avon, has been chosen as the Environmental Educator of the Year. Mrs. Siefertman reported that she was working on details related to presenting the award to Mrs. Craig at her school.

Mrs. Siefertman also explained that she is working to put together a screening of the new documentary *Landfill Harmonic* at the Royal Theater in Danville.

**Director's Report**

**Program Results**

Mr. Detwiler offered a graph showing the month-to-month program results for the year. It showed the number of tons recycled at the District's Recycling Drop-off Recycling Centers as of the end of November, the number of Yard Waste Recycling Center visitors for the year and the number of visitors and the pounds of materials collected at the five Tox-Away Days the District held in 2016. There were no questions.

### Year in Review Presentation

Mr. Detwiler then presented the “2016 Year in Review” which highlighted the District’s accomplishments for the year. Some highlights from the presentation were:

- In Educational Outreach, Mrs. Sieferman presented programs for 9,960 students
- The District participated in Rib-Fest and the 4-H Fair
- Email Newsletter is distributed twice a month with 1,400+ subscribers
- The Nextdoor app, with 15,000 subscribers across Hendricks County was a good outreach tool and generated many questions; mostly related to Tox -Away Days.
- 700+ tons of recyclables were collected in 2016 via the District’s Recycling Drop-off Centers in Coatesville, Lizton, North Salem and Stilesville
- The Yard Waste Recycling Centers had 4,742 visitors in 2016; the Brownsburg site’s biggest year ever
- Tox-Away Day events had 4,224 participants in 2016 and collected 366,500 pounds of material
- The District’s development and adoption of an Internal Financial Control policy
- Progress made on the building project

He ended by noting that the District accomplishes a lot with a small staff of three full-time employees. He thanked Mrs. Sieferman and Mrs. Knoll for their hard work and passion for the District’s mission.

The Board urged Mr. Detwiler to look for ways to share the information contained in the review with the community.

### Unwanted Medicine Drop Box at IU Health West

Mr. Detwiler informed the Board that the Unwanted Medicine Drop-box has been delivered to IU West. The Avon Police Department will empty and dispose of the collected medicines. The installation and graphics are pending.

### 2017 Meeting Dates

Mr. Detwiler asked the Board if they wanted to continue meeting once a quarter, with additional meetings called as needed. The consensus was to proceed in that manner.

### Approval of Claims

Mrs. Lynch moved to approve the November 22, 2016, General Fund Claim request in the amount of \$628,740.75 and the November 22, 2016, Special Projects Fund request in the amount of \$130.00. Mr. Whetstone seconded the motion. The motion passed unanimously, 9-0-0.

### New Business

#### Review of Floorplan Design

Mr. Detwiler then directed the Board’s attention to a diagram of the floor plan for the District’s new building. He said RQAW held a meeting to brainstorm ideas about the layout of the building. He reported that the group worked well together and came up with a good

floorplan; copies of which the Board had for review. There was some discussion which included input from Mr. Patel with RQAW and Mr. Cavanaugh with Hendricks County. Mrs. Palmer reiterated her opinion that the administrative office area should be an open concept to keep the space flexible.

*Amendment to Contract with RQAW for Design of Educational Exhibits*

Mr. Detwiler then explained that a firm needed to be selected to design the educational exhibits to be installed in the interactive space. Three firms that did that sort of work submitted proposals which were reviewed by Mr. Cavanaugh, RQAW and District staff. The group's recommendation was to proceed with a contract with Taylor Studios to design the exhibits. The group believed the best way to manage the contract was to have Taylor Studios subcontract with RQAW. So, Mr. Whetstone made a motion to recommend the Commissioners approve an expansion of RQAW's current contract with the County adding the additional cost of Taylor Studio's design work. Mr. Dawes seconded the motion. The motion passed 8-0-1, with Mr. Wathen abstaining.

*Scholarship Partnership with the Indiana Recycling Coalition*

Mr. Detwiler then reminded the Board about a scholarship matching opportunity with the Indiana Recycling Coalition. He explained that high school juniors and seniors are eligible to participate by enrolling in the program and completing a recycling project in their community.

Mr. Detwiler explained that there were two students from Hendricks County enrolled for the current school year and he asked if the Board wanted to offer the matching funds for those students as it had done the previous year. After some discussion, Mrs. Lynch moved to approve \$2,000, \$1,000 for each student, for the scholarship program. Mr. Whetstone seconded the motion. The motion passed unanimously, 9-0-0.

*Budget Transfer Request*

Mr. Detwiler presented a spreadsheet outlining budget transfers he was requesting to balance line items within the District's budget. The total amount transferred was \$29,500. Mr. Bridget moved to approve the budget transfer request. Mrs. Palmer seconded the motion. The motion passed unanimously, 9-0-0.

**Adjournment**

Mrs. Austin adjourned the meeting at 7:55 a.m.

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Beverley Austin, President