

**Hendricks County Solid Waste Management District
Board of Director's Meeting Minutes
July 24, 2018**

The Hendricks County Solid Waste Management District met at 7:00 a.m. on July 24, 2018, in the Commissioners' Meeting Room at the Hendricks County Government Center.

President Marcia Lynch opened the meeting and led the Pledge of Allegiance.

Roll call was taken and members in attendance were:

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

Board member Brad Whicker was not in attendance.

Others in attendance were:

Lenn Detwiler	Ed Gaddie
Bill Guarnery	Brad Eisenhart
Patty Knoll	Amy Siefertman

Approval of Minutes

Ms. Stafford moved to approve the minutes from the April 24, 2018, Board Meeting as presented. Mr. Gentry seconded the motion. The motion passed 5-0-2. Mr. Dawes and Mr. Bridget abstained because they did not attend that meeting.

Outreach Coordinator's Report

Mrs. Siefertman opened her remarks by sharing with the Board a report that reflected the number of students she presented to in the 2017/2018 school year. The total number was 13,091.

She said that for the 2018/2019 school year, she had made changes to the programs she offered. She eliminated some of them, updated others and developed some new presentations. She said she is already accepting requests and her schedule is filling quickly.

She noted that the District was a Sponsor of the Day for the 4H Fair and hosted the Dumpster Drummers who presented a musical program using recycled materials. Their shows were a hit with children at the fair.

She also said a drawing was held of all those that signed up for the District's email newsletter with the winner receiving a hammock made with recycled plastic.

Director's Report

Ongoing Program Results

Mr. Detwiler began the Director's Report by highlighting the 2018 Program Results to date. The report reflected the tons of material recycled at the Recycling Drop-off Centers, the number of visitors to the Yard Waste Recycling Centers, the number of participants at Tox-Away Days and the tons of materials collected at the events.

Approval of Updated Job Descriptions and Employee Compensation Review

He then presented updated job descriptions for the District employees which brought the descriptions more in line with those the County uses for its employees. Mr. Gentry moved to approve the updated job descriptions. Ms. Stafford seconded the motion. The motion passed unanimously, 7-0-0.

Mr. Detwiler then shared the results of the employee compensation review. After discussion, the Board asked that the compensation be adjusted immediately so all District employee wages would meet the minimum amount for their job classifications and that wages for all District employees would be adjusted to the midpoint for

their job classifications beginning in 2019. Mr. Bridget moved to accept the revised pay levels. Mrs. Palmer seconded the motion. The motion passed unanimously, 7-0-0.

Mr. Detwiler expressed his appreciation to Erin Hughes, Human Resources Administrator for the County for her help in the process and he thanked the Board Members for their willingness to bring the District's compensation levels in line with what the County is providing its employees.

Lizton Recycling Drop-Off Center- New Owner

Mr. Detwiler then informed the Board that the land on which the Lizton Recycling Drop-off Center is located was recently sold to Mr. Steve Morton. He has talked to Mr. Morton about the site and Mr. Morton is willing to work with the District to keep the site at the present location. He noted that he would keep the Board informed about any changes or challenges with the site.

2019 Tox-Away Days- Request for Proposals

Mr. Detwiler then said the present vendor for Tox-Away Days, US Ecology, is not willing to exercise the extension clause in the current contract which would hold the current pricing levels for the 2019 events. He noted that he would be distributing a Request for Proposals in the coming weeks to begin the process of selecting a contractor for next year's events.

Surplus Property & Destruction of Records

A list of surplus property was presented to the Board. Mr. Dawes moved to declare the list of surplus property to be of no value and to approve it being recycled. Mr. Bridget seconded the motion. The motion passed unanimously, 7-0-0.

Mr. Detwiler then said that Mrs. Knoll is working to coordinate the destruction of some old, unneeded records. He said she was working with the Hendricks County Clerk, Debbie Hoskins, to comply with the State's requirements.

Office Location Update

Mr. Detwiler informed the Board that the Town of Brownsburg has distributed an RFP seeking a developer to purchase the property that currently houses the District's office. He said based on the timeline he has been provided, the earliest the District would need to vacate the building would be January of 2019. He said the search for a new location would be started soon. After discussion, a revised Building Committee was formed with Mr. Bridget, Mr. Detwiler and Mr. Dawes.

(* Mr. Whetstone entered at this time.)

Upcoming Events

- July 28: Tox-Away Day #3 at Hickory Elementary School in Avon
- August 23: Indiana Pesticide Clean Sweep Project at the Fairgrounds
- September 15: Tox-Away Day #4 at the Fairgrounds
- September 18: Tours of Local Waste Management Facilities
- September 21: Community Grants Application Deadline
- October 20: Tox-Away Day #5 at Plainfield Middle School
- October 23: Next Scheduled Board Meeting

Financial Report

Financial Facts Summary for April, May & June

Mr. Detwiler presented the Financial Facts Summary for April, May & June. There was no discussion.

Income & Expenditures Charts

Mr. Detwiler presented the Income & Expenditures Charts. There was no discussion.

Second Quarter Report- Budget vs. Actual vs. 2017

Mr. Detwiler presented the Second Quarter Report- Budget vs. Actual vs. 2017. There was no discussion.

Registers of Claims- General Fund for May, June, & July

Mr. Detwiler then presented the Registers of Claims for the General Fund for May 22, 2018, in the amount of \$77,725.59, June 26, 2018, in the amount of \$86,840.25, and July 24, 2018, in the amount of \$46,756.50. There was no discussion. Mr. Dawes moved to approve the claims and Mr. Bridget seconded the motion. The motion passed unanimously, 8-0-0.

Registers of Claims Hendricks County Special Projects Fund- June & July

He then presented the Hendricks County Special Projects Fund Register of Claims for June 26, 2018, in the amount of \$559.25, and July 24, 2018, in the amount of \$519.00. There was no discussion. Mr. Dawes moved to approve the claims, and Ms. Stafford seconded the motion. The motion passed unanimously, 8-0-0.

New Business

2019 General Fund and Hendricks County Special Projects Fund Budget

Mr. Detwiler then presented to the Board the 2019 General Fund Budget and the 2019 Hendricks County Special Projects Fund Budget. He said the CAC met, reviewed and approved the proposed figures for the General Fund. He noted that because of the employee compensation changes approved earlier in the meeting, he would have to make some adjustments to the figures. Some discussion was held and the consensus of the Board was to keep the budget balanced and that Mr. Detwiler should make the necessary adjustments to do so. Mr. Whetstone moved to approve the proposed budgets with the recommended adjustments. Mr. Brown seconded the motion. The motion passed unanimously, 8-0-0

Plainfield Yard Waste Recycling Center Lease

Mr. Detwiler then informed the Board that the lease for the property on which the Plainfield Yard Waste Recycling Center is located was up for renewal. He explained that the Town of Plainfield is asking for a two-year lease instead of a five-year agreement as has been the case in the past. He said the Town may move the site in the future and would prefer the shorter time period. He assured the Board that the Town desires to provide land for the center, just in another location. Mrs. Palmer moved to approve the new lease. Mr. Dawes seconded the motion. The motion passed unanimously, 8-0-0

Adjournment

Mrs. Palmer moved for adjournment at approximately 7:59 a.m. Mr. Gentry seconded the motion. The motion passed unanimously, 8-0-0.

Marcia Lynch, President