

**Hendricks County Solid Waste Management District
Board of Director's Meeting Minutes
October 22, 2019**

The Hendricks County Solid Waste Management District met at 7:00 a.m. on October 22, 2019, in the Commissioners' Meeting Room at the Hendricks County Government Center.

President Dan Bridget opened the meeting and led the Pledge of Allegiance.

Roll call was taken and members in attendance were:

Dan Bridget	Dennis Dawes
Chris Gearld	*Bob Gentry
Phyllis Palmer	Brad Whicker

Board members Caleb Brown, Dawn Lowden and Matt Whetstone were not in attendance.

Others in attendance were:

Lenn Detwiler	Patricia Knoll
Amy Siefertman	Greg Steuerwald

Approval of Minutes

*Mr. Gentry entered at this time.

Mrs. Palmer moved to approve the minutes from the July 23, 2019, Board Meeting as presented. Mr. Gentry seconded the motion. The motion passed, 5-0-1, with Mr. Whicker abstaining since he was not in attendance at that meeting.

Outreach Coordinator's Report

Mrs. Siefertman opened her remarks by sharing that she was, as usual, very busy, with many environmental classes scheduled. She said she had presented a program at the recent Association of Indiana Solid Waste Management Districts, regarding her S.T.E.M. programs. She shared that she was presenting a new program that afternoon, using engineering principals and found and reused objects, called "Pumpkin Chunkin", creating and using catapults.

She went on to say she and Mrs. Davies with the Avon Outdoor Learning Center were speaking at the Environmental Education Association of Indiana Conference to be held in November. One of the things they were highlighting was the unique and successful way environmental educators across Hendricks County work together.

She closed by noting that the Plainfield Public Library has already asked her to come present programs on Earth Day, 2020.

Director's Report

Program Updates

Mr. Detwiler shared updated program results with the Board. He noted that activity at the Recycling Drop-off Centers continued to be quite high and he anticipates that the total collected at the centers for 2019 will be the most ever collected in the history of the District. He said the activity at the Yard Waste Recycling Centers was also up, with about 500 more visitors so far than in previous years. He also noted that the last Tox-Away Day for the year, held the Saturday before the meeting, saw 828 users taking the total for the year to 4,197; another good year.

2020 Budget Update

Mr. Detwiler then informed the Board that the 2020 Budget for the District was adopted by the County Council at their meeting on October 4th.

State Board of Accounts Examination- 2016, 2017 & 2018

He went on to share that the State Board of Accounts notified the District it was conducting its audit covering 2016, 2017 and 2018. He said representatives arrived at the office on October 9th and concluded their field work on the 16th. He said Mr. Bridget and Mrs. Edwards, the District's bookkeeper, attended the entrance interview on the 15th. He said there is an exit interview scheduled on October 30 at 8 a.m. Mr. Bridget is already scheduled to attend that meeting. He extended an invitation to all the Board Members to also attend if they were interested. He added that the District would receive an invoice from the State Board of Accounts for the audit, estimated to be \$1,225.

Employee Performance Reviews

Mr. Detwiler then shared that he would be completing employee reviews in the month of November. He asked the Board if they would again conduct a review for his position and Mr. Bridget and Mr. Dawes said they would be happy to meet with Mr. Detwiler to do that.

Year-End Employee Stipends

Mr. Detwiler then explained that in an effort to mirror what the County plans to do at year-end, he was requesting the Board's approval to provide a year-end stipend of \$500 each for the District's three full time employees, and \$100 each for the four part-time seasonal employees. After some discussion, Mr. Dawes made the motion to provide the stipend as presented by Mr. Detwiler, and Mrs. Palmer seconded the motion. The motion passed unanimously, 6-0-0.

Year End Employee Luncheon

He then asked the Board if they would approve of holding a year-end employee luncheon as the District has done in the past. After some discussion, the Board gave their consensus to hold the luncheon.

Waste & Recycling Facilities Tour- November 15

Mr. Detwiler then mentioned the District was hosting another Waste & Recycling Facilities Tour on November 15th. He said the Board was invited to attend, and that several Board members had attended in the past and found the Tour to be very informative. He noted there were already over 20 people signed up to attend, including Senator John Crane and Mrs. Dawn Loudon.

2020 Meeting Dates

Mr. Detwiler asked the Board if they were still comfortable holding four Board Meetings a year and the general consensus was to continue doing so.

Financial Report

Financial Facts Summary

Mr. Detwiler presented to the Board the Financial Facts Summary for the months of July, August and September of 2019. There was no discussion.

Income and Expenditures Charts

Mr. Detwiler then shared the Income Chart, through September 2019. Mr. Detwiler noted that Final Disposal Fee Income is down by \$9,214 as compared to the same time in 2018.

Third Quarter Reports

Mr. Detwiler then presented Third Quarter Reports noting that the reduced Final Disposal Fee Income has made the budget tighter, but Mr. Detwiler anticipated that the District would end the year with more income than expenses. There were no questions.

Budget Transfer Request

Mr. Detwiler then requested budget transfers equaling \$18,650.00. He pointed out that he was not requesting any new money, just moving funds between budget line items. Mr. Whicker made a motion to approve the requested Budget Transfers, with Mr. Gentry seconding the motion. The motion passed unanimously, 6-0-0.

Registers of Claims- General Fund August, September & October

Mr. Detwiler presented the Registers of Claims for the General Fund dated August 27, 2019, in the amount of \$88,612.11; September 24, 2019, in the amount of \$76,838.85; and October 22, 2019, in the amount of \$46,475.97. Mr. Dawes moved to approve all the Registers of Claims as presented and Mr. Gearld seconded the motion. The motion passed, 6-0-0.

Register of Claims- Hendricks County Special Projects Fund- August

Mr. Detwiler then presented the Register of Claims for the Hendricks County Special Projects Fund dated August 27, 2019, in the amount of \$1,024.55. Mr. Whicker made the motion to approve the request as stated, and Mr. Gentry seconded the motion. The motion passed unanimously, 6-0-0.

New Business

Extension of Contract for Servicing of Recycling Drop-off Centers- Ray's Trash

Mr. Detwiler then asked the Board to approve a one-year extension of the Contract for Servicing of the Recycling Drop-off Centers, as per the current agreement. He reminded the Board that the contract extension contained a 7.5% cost increase. He explained that the contract will expire next October and he will be soliciting proposals next summer for a provider to continue the recycling service. Mrs. Palmer made the motion to accept the one-year extension on the current contract and Mr. Dawes seconded the motion. The motion passed unanimously, 6-0-0.

Extension of Contract for 2020 Tox-Away Days- NuGenesis

Mr. Detwiler then asked the Board to approve a one-year extension of the Tox-Away Day Contract with NuGenesis. After some discussion, Mr. Whicker made the motion to approve the extension, and Mr. Dawes seconded the motion. The motion passed unanimously, 6-0-0.

Citizens Advisory Committee Report- Community Grant Recommendations

Mr. Detwiler presented the Citizens Advisory Committee report which included the committee's recommendation related to the Fall Round of the District's Community Grants Program. He said five applications were received. Those applications were all reviewed at the CAC meeting on October 7th. Four of the five applications were recommended for funding and included funding for: Avon Community School Corporation (\$1,500.00); Hendricks County Parks Department (\$1,166.00); Hendricks County Senior Services (\$1,992.06); and Town of Plainfield (\$1,867.50).

The grant request from New Beginnings was not recommended for funding as the CAC believed that the project outlined was not aligned closely enough to the District's Mission. After discussion,

Mrs. Palmer made the motion to accept the recommendations of the CAC, with Mr. Gentry seconding the motion. The motion passed unanimously, 6-0-0.

Resolution 2019-04: 2020 Salary Resolution

Mr. Detwiler then presented Resolution 2019-04 which establishes employee wages and salaries for 2020. After some discussion, Mrs. Palmer made the motion to accept the Resolution 2019-04. Mr. Whicker seconded the motion. The motion passed unanimously, 6-0-0.

Memorandum of Understanding / Apple House Project- Town of Plainfield

Mr. Detwiler then explained that following a meeting with the District's Building Committee and representatives from the Town of Plainfield earlier in the month, he expected to have a Memorandum of Understanding from the Town of Plainfield related to cost sharing for the Apple House Project for the Board to consider during the meeting. However, the District has not yet received the letter.

Mr. Whicker shared that based on conversations during the meeting with the Town, the agreement for consideration would be that the District would pay fifty-percent of the hard construction costs of the project up to a total commitment of \$600,000 (\$1.2 million total hard construction cost).

After some discussion, Mr. Whicker made a motion to have Mr. Dawes sign the MOU on behalf of the Board of Directors when received, assuming it reflected that agreement and pending a review by Mr. Steuerwald, the District's counsel. Mr. Dawes seconded the motion. The motion passed unanimously, 6-0-0.

Adjournment

Mr. Whicker moved for adjournment at approximately 7:56 a.m. Mrs. Palmer seconded the motion. The motion passed unanimously, 6-0-0.

Dan Bridget, President