

Hendricks County Recycling District Board of Director's Meeting Minutes July 27, 2021

The Hendricks County Recycling District met at 7:00 a.m. on July 27, 2021, 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 the Board Members in attendance were:

Dan Bridget	*Dennis Dawes	Steve Eisenbarth
**Bob Gentry	Kendall Hendricks	Ben Lacey
Phyllis Palmer		

Others in attendance were:

Katie Archer	Gary Baldauf	Lana Baldauf
Lenn Detwiler	Ed Gaddie	Caitlin Schoen
Amy Sieferman	Greg Steuerwald	Evan Tansy

Approval of Minutes

Mr. Eisenbarth made a motion to approve the minutes from May 25, 2021, Board Meeting as presented. Mr. Ben Lacey seconded the motion and the motion passed 5-0-0.

Outreach Coordinator Report

Mrs. Sieferman opened the Educator's Report by sharing that she believes in-person programs should resume this fall. She noted that Katie Archer will be helping provide programs to classes.

Mrs. Sieferman provided each Board Member with a copy of a brochure she and Mrs. Archer developed that will be mailed to Hendricks County teachers. The brochure highlights the environmental programs available to Hendricks County students. She explained that with the layoff of in-person presentations and many changes in teachers at schools, the brochure seemed a good investment to reintroduce the District and advertise the available programming. She added that the brochures will be mailed to teachers in the coming weeks.

Mrs. Sieferman highlighted the District's participation at the Hendricks County 4-H Fair's Non-Profit Day. She noted that the Hendricks County Community Foundation sponsored the Non-Profit Day and drew the name of a participating non-profit each day and that the District won the \$500 prize for the first day!

*Mr. Dawes entered during the Outreach Coordinator's Report.

Director's Report

Ongoing Program Results

Mr. Detwiler then shared year-to-date program results with the Board. He noted that through June, 594 tons had been collected at the Recycling Drop-Off Centers which is on pace with the results seen in 2020; a record-breaking year.

Mr. Detwiler reminded the Board that the Stilesville Recycling Drop-Off Center was closed in April but explained that he had communicated with Polly Carter, Clerk Treasurer in the town of Stilesville, regarding a local group possibly interested in hosting a recycling day once or twice a month. He hoped to learn more from her soon.

Mr. Detwiler shared that collections at Coatesville Recycling Drop-Off Center are up 16.5 tons over the same time last year. North Salem and Lizton are also seeing increased tonnage and noted that the Lizton site continues to see some illegal dumping from time to time. Discussion was held regarding types of items that have been dumped at Lizton recently. Mr. Detwiler noted the Lizton site is currently serviced fourteen times per week.

Mr. Detwiler reported that usage at the Yard Waste Recycling Centers has increased this year by approximately 50 visitors as compared to the average since 2009. He noted that the Plainfield site used to be the busier of the two, however, currently Brownsburg is seeing more visitors. Mr. Lacey noted that the town of Brownsburg has changed their process for limb pick-up which could be affecting the usage at the Brownsburg Yard Waste Recycling Center.

Mr. Detwiler reported that Mr. Apple started at the Plainfield Yard Waste Recycling Center approximately six weeks ago and is doing a good job.

Mr. Detwiler shared a Tox-Away Day update with the Board. He noted the last Tox-Away Day was held July 17th with 835 users attending and that approximately 78,000 pounds of material was collected.

** Mr. Gentry entered during the Director's Report

Financial Report

Financial Facts Summary - April, May & June

Mr. Detwiler highlighted the figures and noted that they reflect typical expenses seen this time of year. There were no comments or questions.

Income Chart

Mr. Detwiler noted the Final Disposal Income is approximately \$7,800 lower than what the District had received through June last year. He shared that the total is also approximately \$46,000 less than the average. Mr. Detwiler noted that income from the Yard Waste Recycling Centers is above average and it has been a good start to the year. There were no questions.

Second Quarter Report

Mr. Detwiler shared that the District will likely miss the revenue forecast, noting again that Final Disposal Fee income has been down. He shared that the District will be dipping into its reserves. Mr. Bridget commented that while the District is in good financial condition, overall, the negative revenue trend continues and is getting steeper. No questions noted on the Quarterly Report.

Register of Claims- General Fund- June & July

Mr. Detwiler presented the Registers of Claims dated June 22, 2021, in amount of \$76,028.07 and dated July 27, 2021, with a total amount of \$98,116.40. Mr. Detwiler highlighted recent expenditures for a 4-H Fair sponsorship, Tox-Away Days and a transfer from the District's money market account to the General Fund checking account.

Register of Claims- Hendricks County Special Projects Fund

Mr. Detwiler presented the Register of Claims for the Hendricks County Special Projects Fund dated June 22, 2021, in the amount of \$574.40 for ongoing expenses related to the Safe Sharps Disposal Program.

Mr. Gentry made a motion to approve Registers of Claims as presented. Mr. Dawes seconded the motion. The motion passed 7-0-0.

New Business

Lizton Project Update

Mr. Detwiler reported that District staff has been working with John LaTurner at DLZ for a few months to understand what is needed on the site north of I74 for the Recycling Center. He explained that a lot of the focus has been on utility needs related to power and sewer service and compliance with requirements from Hendricks County Planning and Building. Mr. Detwiler noted that Mr. LaTurner has been very knowledgeable and he believes they have a good understanding of what it will take and have a tentative layout and traffic pattern for the project that comply with the required setbacks from the Plan Commission.

He noted cost estimates are similar to what was proposed earlier in the year with overall costs being around \$615,000. The IDEM grant will cover \$65,000 of that leaving the District with an out-of-pocket cost of approximately \$550,000. Mr. Detwiler noted that those figures do include a robust contingency and that there are some places where cost savings can likely be achieved.

Mr. Detwiler shared that he has been contacted by adjacent property owners to the west and the grandfather of the property owners to the south of the Lizton project site. He noted these individuals were voicing concerns about that site. Mr. Bridget asked if the residents were aware of the differences in the new plan for the Lizton Recycling Drop-Off Center. Mr. Detwiler shared that he tried to verbalize this information and expressed that the desire is for the site to be a good representative of the District and a good neighbor and that there will be aspects of the design that will help achieve that.

Mr. Gentry asked about screening that the District is able to provide. Mr. Detwiler confirmed that some screening will be provided but noted that the parcel is surrounded by similarly zoned property which diminishes what is required by the Plan Commission. He noted that the whole property will be fenced. Discussion was held on type of fencing that could be used for the property. Mr. Eisenbarth asked about landscaping and other amenities for the site. Mr. Detwiler reported those things have been discussed and are built into the budget. He noted the way the parcel slopes away from the property line, the District may need to be creative in how to do that. Mr. Lacey noted that he believes buffering is critical and the District needs to be above the requirements in levels of buffering. He suggested plantings that retain foliage year-round and black chain link fencing since it looks better and is more durable. Further discussion was held on landscaping and buffering efforts.

Mr. Gentry asked about site operations and how unsupervised drop-offs would be managed. Mr. Detwiler shared that the initial plan is to have the drop-off site open four days per week with one of the days being Saturday and one day including some evening hours. He noted that the project, as planned and budgeted, would include an extensive video surveillance system. There was more discussion related to video surveillance, requirements from the Prosecutor's Office related to pursuing those caught dumping illegally and how an attended site allows for direct one-on-one recycling education.

Mr. Hendricks asked about traffic flow plans for the proposed site. Mr. Detwiler shared this was a discussion with Mr. Dombrosky, director of Hendricks County Planning and Building. Mr. Dombrosky, after conferring with Mr. Ayres, preferred the site entrance being from State Road 39 and the exit onto County Road 900 North. Mr. Detwiler discussed the proposed layout and traffic flow inside the center. Mr. Gentry expressed his belief that the District will need to be flexible on the traffic pattern and noted that the county road is a dead end to the west. Discussion was held related to traffic patterns, concerns about users missing the entrance and turning around in nearby driveways, location of adjacent property owners and getting input from subject matter experts.

DLZ Professional Services Contract

Mr. Detwiler shared that to this point, DLZ has not been under contract for any of the planning work they have done. He noted that there was a contract for environmental work apart from the engineering work required. As such, DLZ has spent a great deal of time and effort on the District's behalf but has yet to receive any payment.

Mr. Detwiler requested the Board's approval to contract with DLZ for their services required for the project. He noted that the contract price is \$63,200 and includes design work, assistance with Plan Commission process, bidding and contract award process, construction administration, geotechnical work and a property survey. Mr. Lacey requested confirmation the proposed \$63,200 is in the overall budget submitted to the Board. Mr. Detwiler confirmed that it was included.

Mr. Gentry made a motion to approve DLZ contract of \$63,200 for the new facility at Lizton. Mr. Lacey seconded the motion. Motion passed 7-0-0.

Property Purchase

Mr. Detwiler shared that he is working with Mr. Steuerwald to put together a purchase agreement for the Lizton site. He noted that he has been in discussion with the current property owner and reminded the Board that the District has submitted a request for a Comfort Letter from the Indiana Brownfields program to limit liability from past environmental concerns at the property. Mr. Detwiler noted that the District is waiting on an updated Phase I Environmental Site Assessment from DLZ and then the Comfort Letter should be issued.

Timeline

Mr. Detwiler then shared the tentative timeline related to the project noting that with the approval to move forward with the contract, the hope is to get the design before the Plan Commission in October or November, Construction Documents finalized in December/January, bidding, bid review and contract awarded in January/February with construction to begin in the spring. Mr. Detwiler noted that the 2022 budget has been built around an April/May opening timeline.

Additional Appropriation Request

Mr. Detwiler shared that when the District was considering the 2021 budget the Lizton site was not included in the budget process. He noted there will likely be expenditures for engineering costs and deposits on equipment that will need to be made in 2021 to keep the process moving ahead. Mr. Detwiler asked the Board for authorization to ask the Hendricks County Council for an additional appropriation of \$150,000 to cover those costs.

Mrs. Palmer asked for clarification that the \$150,000 is from the District's accounts. Mr. Detwiler confirmed it was and explained that statute required the County Council to approve additional appropriations as well as the District's annual budget. Mr. Detwiler said the additional appropriation would be for Professional Services (engineering fees) and Capital Expenses (deposits for compactors, building, etc.).

Mr. Gentry made a motion for the authorization to ask the County Council to approve an additional appropriation of \$150,000 to the 2021 Budget. Mr. Dawes seconded the motion. Motion passed 7-0-0.

2022 General Fund Budget

Mr. Detwiler highlighted the Budget Overview that was included in the Board Meeting packet. He reported the major themes include the Lizton Recycling Center Project as well as the fact that expenditures will exceed revenues.

Regarding revenue, Mr. Detwiler shared that the Final Disposal Income is expected to be below average and reported total proposed revenues are \$745,000.00.

Regarding expenses, Mr. Detwiler started by sharing that the county is undergoing a wage study for personnel and that the 3% he included in the proposed budget reflected advice he had received from Mr. Scott. He noted that in October, he will bring a salary resolution to the Board for consideration that will reflect the County Council's final decision related to salaries and wages for 2022.

Mr. Detwiler shared that the proposed budget includes funds to add two permanent part-time staffing positions for Lizton Recycling Center. Erin Hughes, Human Resources Administrator with the County scored the position and stated the hourly rate should be \$19.37 (assuming a 3% raise in 2022). Mr. Detwiler shared that he included those funds in the budget assuming a start time of April. He also planned for there to be times when both attendants will be working the center concurrently.

Mr. Detwiler highlighted the Other Services and Charges section of the proposed budget and noted certain line items that will be impacted by opening of the recycling center. He explained that some of the costs are difficult to anticipate but he did try to leave some room in those areas and stated that capital expenses will see some significant spending for the recycling center.

Mr. Detwiler shared that the CAC reviewed the proposed Budget per state statute on July 21 and pointed out that the notes from that CAC meeting were included in the Board Meeting packet. The committee recommended that the Board approve the budget as submitted.

Mrs. Palmer noted a concern about the District revenue being down and drawing from reserves. Mr. Detwiler reported the costs have increased substantially for our Recycling Drop-Off Centers in recent years. He noted the Lizton center is a significant investment but should help us mitigate those costs going forward.

Mr. Bridget noted that the Board should be prepared to have a conversation about adjusting tipping fees in 2022. Mr. Lacey noted that the Board initially discussed the tipping fees in 2021 and urged revisiting the subject soon.

Mr. Eisenbarth made a motion to accept the Budget as presented. Mr. Gentry seconded the motion. Motion passed 7-0-0.

2022 Hendricks County Special Projects Fund Budget

Mr. Detwiler presented the Hendricks County Special Projects Fund Budget for 2022. He noted 10% of the Final Disposal Fee income goes to the Hendrick County Special Projects Fund and that adopting an annual budget for the fund is a formality.

Mr. Gentry motioned for approval of the Hendricks County Special Projects Fund Budget as presented. Mr. Lacey seconded the motion. Motion passed 7-0-0.

Public Comments

President Dan Bridget opened the floor for public comment. Mr. Evan Tansy introduced himself and Ms. Caitlin Schoen as the property owners south of the proposed Lizton Recycling Center. He noted they were present to get more information regarding the project and to voice some concerns. Mr. Tansy explained that they bought the property in April of 2021 and at that time were unaware of the plans to install a Recycling Center. Mr. Tansy explained that he had concerns related to the appearance of the recycling center but did appreciate the Board's discussion of fencing and screening options for the property.

Mr. Tansy also expressed concerns about traffic, lighting and noise control and expressed his hope that he could review and have input related to design plans for the center.

Mr. Tansy also inquired as to why the District is spending a lot of money on a new site instead of improving the current recycling site. He noted that in reading past minutes he understands the goal is to allow for greater capacity, reduce dumping and allow for future expansion but wonders why those things could not be achieved at the current location by installing gates, attendants, cameras, and issuing tickets to violators.

Mr. Tansy concluded by requesting that when there are clear answers he would like to be communicated with.

Next, Mrs. Lana Baldauf introduced herself as the property owner to the west of the proposed recycling center and noted that she bought the property recently as an investment property. Mrs. Baldauf shared she was unaware of the proposed recycling site when she made the purchase. She voiced her concern about noise pollution and explained that there are five houses along the dead-end road west of the proposed site.

She noted that she is now concerned that even though there will be cameras and surveillance, there will be times when the facility is not staffed and she is concerned about illegal dumping at the site when no one is there. She also stated that she would prefer a solid barrier instead of a chain link fence.

Mrs. Baldauf asked if the property had already been purchased. Mr. Bridget acknowledged that it had not yet been but it will be purchased. Mrs. Baldauf shared that she feels disappointed that the community had not been contacted until after the fact. She thanked the Board for listening to her concerns.

Mr. Tansy then asked if there is a vehicle in which they can negotiate or voice what they would like to see in terms of fencing, screening and noise and light abatement. He further asked if that input would occur through the Plan Commission process and Mr. Gentry confirmed that it would be.

Mr. Gary Baldauf then addressed the Board expressing his concern with the site being open limited hours with the knowledge that there is illegal dumping at the current site. He wondered

how long dump items would be left before being removed and noted that they do not want to be driving by dumped items sitting outside of the site.

Mr. Bridget thanked the public for taking the time to bring their concerns to the Board.

Board of Directors' Comments, Concerns & Questions

Mrs. Palmer acknowledged Mr. Tansy's remarks about improving the current site with fencing, cameras, etc. She asked if this was considered and if it was a possibility. Mrs. Palmer noted this may be less costly. Mr. Detwiler noted the District does not own the current property and previous direction from the Board indicated that the District ought not make substantial investment in property it does not own.

Discussion was held related to exploring the notion of making improvements to and keeping the recycling center at the current property. Mr. Detwiler asked Board for clarification as to what they were directing him to do. Discussion was held and Mr. Lacey noted that there will be a premium with the current site being on State Road 136. Further discussion was held on cost analysis and working with DLZ regarding the current Lizton Site.

Mr. Eisenbarth acknowledged the concerns expressed by the property owners adjacent to the proposed location. He noted what he likes about the proposed site is that the District has more control and the questions can be addressed unlike the existing site which the District does not currently control.

Mr. Dawes noted that to effectively evaluate the site where the center is currently located DLZ's services will be needed and those services will be an expense to the District.

Mr. Bridget noted a lot of work has already been done on the proposed Lizton site related to layout, utilities, etc.

Mrs. Palmer shared she thinks exploring the possibility of purchasing the property where the center currently sits is wise, especially since it has a new owner. She acknowledged the concerns expressed by the neighboring residents to the proposed Lizton site.

Mr. Detwiler asked if the Board wants him to contact the current Lizton property owner to see if he is open to the Hendricks County Recycling District purchasing it. Mr. Lacey confirmed that Mr. Detwiler should see if the property owner is willing to sell and if so at what cost. The Board agreed and asked for Mr. Detwiler to report back at the next board meeting. Mr. Dawes then asked for Mr. Detwiler to seek help from DLZ in preparing a cost comparison.

Adjournment

Mrs. Palmer made a motion for adjournment. Mr. Lacey seconded the motion. Motion passed 7-0-0.

Meeting adjourned at approximately 8:05a.m.

Daniel Bridget, President