

Hendricks County Recycling District Board of Director's Meeting Minutes April 26, 2022

The Hendricks County Recycling District met at 7:02 a.m. on April 26, 2022, in the Commissioner's 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	**Bob Gentry
Kendall Hendricks	Ben Lacey	Nancy Leavitt
Dawn Lowden	Phyllis Palmer	Brad Whicker

Others in attendance were:

Lenn Detwiler	Amy Sieferman	Katie Archer
Ed Gaddie		

Approval of Minutes

Mrs. Palmer moved to approve the minutes from January 25, 2022, Board Meeting as presented. Mr. Lacey seconded the motion. The motion passed 7-0-0.

Outreach Coordinator's Report

Mrs. Sieferman reported that she is back doing in-person programs and that she reached over 2,100 students in the months of March and April.

Director's Report

Program Update

Mr. Detwiler opened the Director's Report with the Program Updates report included in the Board Packet and noted that the number of tons collected at the Recycling Drop-Off Centers had been down to start the year.

Next, he reported that the Yard Waste Recycling Centers opened April 1st. He shared that Mrs. Patty Knoll was hired for the open Attendant position at the Plainfield Yard Waste Recycling Center. Mr. Detwiler reported there are repairs that are needed to the attendant building at the Plainfield location and that he is working with Allan Knoll to get those repairs done.

Mr. Detwiler then shared that the first Tox-Away Day of the year was in Brownsburg, the Saturday prior. He reported that 951 residents used the event which is fewer than normal for the first event of the year. Mr. Detwiler noted that the date was later than the previous year and speculated that may have impacted attendance. Mr. Detwiler also explained that the social media posts District staff shared noted that the April event is one of the busiest and encouraged residents to utilize any of the other events, if possible.

Mr. Detwiler reported that the next Tox-Away Day will be May 21st at the Fairgrounds and that a new traffic pattern will be utilized with users entering the Fairgrounds at Gate 5.

Lizton Recycling Center Update

Next, Mr. Detwiler reported that progress is being made on the Lizton Recycling Center project. He shared a couple of slides included in the Board packet that were presented at the informational meeting held in Lizton in early February. He said it was a good meeting with about a dozen people in attendance. Mr. Detwiler noted that the attendees were mostly users of the current recycling center and they had good questions on what will be taken at the new center and how it will function. He added that those in attendance were supportive of the project and understand the challenges at the current site.

As Mr. Detwiler highlighted the layout of the center included in the Board packet, he noted the traffic flow (entrance from the north), the separate compactors for recyclables and the attendant building.

Mr. Bridget asked if the District has received any more feedback from the neighbors of the new center. Mr. Detwiler shared he believes neighbors are satisfied. He noted that communication has been good with the neighbors and that they have continued to be notified of meetings. Mr. Detwiler shared that no one from the public came to any of the public hearings required as part of the approval process to speak against the project.

Mr. Hendricks asked if one of the compactors will take cardboard and paper. Mr. Detwiler shared that one compactor will be used for corrugated cardboard only, adding that by separating the cardboard, a rebate may be earned from that material.

*Mr. Dawes entered the meeting at this time.

Mr. Detwiler shared that approvals for the project have been granted from the Hendricks County Plan Commission, Hendricks County Drainage Board, and the Hendricks County Board of Zoning Appeals. He noted good questions from the members of those boards and again noted that no one from the public came to speak against the project.

Mr. Detwiler presented updated budget estimates from DLZ. He noted the sheet reflects what has been paid-to-date and what remains in the various categories.

Mr. Bridget asked what the next step is for the project. Mr. Detwiler shared the next step is to seek bids from contractors to get the work done. Mr. Bridget asked if there is consent on the Board to seek bids. The Board members agreed, by consent.

Mr. Detwiler shared that based on the timeline from DLZ, bids could be received by late June and that, if the Board was comfortable doing so, a meeting could be scheduled for Tuesday, June 28th to receive bids. He noted this would allow for the contract to be awarded at the July 26th meeting. The Board members agreed.

Mrs. Palmer asked Mr. Detwiler if he would put the notice for bids on the website in addition to sending it out to contractors. Mr. Detwiler agreed to do so and noted that the District would like to receive bids from a number of contractors and said that he has a meeting scheduled with Kevin Cavanaugh to get his advice on the process.

**Mr. Gentry entered the meeting.

Mr. Detwiler noted that District staff will get the June 28th Board Meeting date advertised and keep Board up to date.

Upcoming Events

Mr. Detwiler shared several upcoming dates and events with the Board. He noted that May 10th the CAC will meet again to discuss the District's financials. Mr. Detwiler shared that Board Members are welcome to attend that meeting.

Mr. Detwiler also highlighted the following:

- May 21st - Tox-Away Day at the Hendricks County Fairgrounds
- June 28th - Board Meeting
- July 16th - Tox-Away Day at Hickory Elementary
- July 17th - 23rd – Hendricks County 4H Fair; Mr. Detwiler reported that the District will be participating during the Non-profit Days, Tuesday and Wednesday
- July 26th - Board Meeting; Mr. Detwiler noted that the 2023 budget approval will be part of that meeting agenda

Financial Report

Mr. Detwiler opened the Financial Report by highlighting the Financial Facts Summary for January, February, and March. He explained that he believes the portion of the report highlighted in yellow is correct, but does not match the balance sheet for March. He will be clarifying with Mrs. Edwards and would bring an update to the next meeting.

Next, he noted that at the end of February, the annual contribution to the District's Rainy Day Fund was made. The 2022 contribution was added to proceeds from a maturing CD at North Salem State Bank and used to purchase a new CD from State Bank.

He explained that similarly, cash held by the Hendricks County Special Projects Fund was combined with proceeds from a maturing CD at North Salem State Bank and invested in a CD at State Bank at that same time.

Mr. Detwiler moved on to the Income Chart and noted that first quarter Final Disposal Fee Income was the lowest amount the District has ever received. He noted that the amount received in March was closer to the average.

Mr. Detwiler highlighted First Quarter Reports of the year. No questions were noted.

Mr. Gentry made a motion for approval of the Financial Report. Mr. Lacey seconded the motion. Motion passed, 9-0-0.

Mr. Detwiler asked if that motion included approval of the Registers of Claims included in the packet. The Board confirmed that was the case.

Mr. Hendricks asked Mr. Detwiler if the Financial Report could be included with the Board Packet the members receive prior to the Board meetings so members had more time to review it ahead of time. Mr. Detwiler shared that he understood the predicament and that he does not generally have the information far enough in advance to forward it to the Board with the meeting packet. Discussion was held and Mr. Detwiler committed to emailing the members the Financial Report prior to the meetings, even if it was only the afternoon or evening before.

New Business

Mr. Detwiler highlighted the CAC meeting notes included in the packet. He shared that the CAC met April 11th to review grant applications that were received for the Community Grants Program as well as to review the District's finances as directed by the Board.

CAC Financial Analysis

Mr. Detwiler shared that the CAC is not supportive of adjusting the tipping fee rate at this point. He explained that the conversation focused on the role and future of the Hendricks County Special Projects Fund and contributions to the Rainy Day Fund. Mr. Detwiler noted that those two funds essentially divert 20% of District revenue away from the operating fund. Mr. Detwiler noted that this issue is something that the Tipping Fee Committee discussed during its analysis last year. He noted that the CAC will meet again on May 10th to look at the expense side of the District finances. Mr. Detwiler expects a formal recommendation from the CAC at some point.

Mr. Gentry asked what the amount was of the last two projects for the Hendricks County Special Projects Fund. Mr. Detwiler noted that recently the majority of the expenditures for that fund were for the Safe Sharps Disposal program; noting that the most recent claim was in January for \$703.00 to support that program. He added that those types of claims are received three or four times a year. Mr. Detwiler explained that there was a time where the District was receiving requests from Hendricks County Planning and Building for demolition of homes. Mr. Detwiler noted those were approximately \$20,000-\$30,000 each but that there have not been any of those requests recently.

Discussion was held related to past uses of the Hendricks County Special Projects Fund and whether continuing to contribute to the fund is prudent.

Mr. Bridget asked for Mr. Detwiler to take the information and input from the Board to the CAC and come back with a recommendation. Mr. Lacey noted that he would be in favor of reducing of the contribution amounts to help shore up operating expenses.

Mr. Dawes asked by what means the District's contributions to the Rainy Day Fund and Hendricks County Special Projects Fund were determined. Mr. Detwiler explained that a resolution adopted by the Board in 2007 set forth the contributions to the Rainy Day Fund as 10% of the annual budget amount. He added that the practice of adding 10% of the Final Disposal Fee income to the Hendricks County Special Projects Fund was a policy matter set by the Board.

CAC Spring Community Grants Recommendations

Next, Mr. Detwiler presented the 2022 Spring Community Grant requests. He shared that three grant requests were received: Hendricks County Parks and Recreation, Town of Avon, and Town of Brownsburg. Mr. Detwiler shared that the CAC ultimately decided to deny the requests from Hendricks County Parks and Recreation and the Town of Brownsburg. Mr. Detwiler shared that the CAC did recommend funding the Town of Avon's grant request of \$5,000 for park benches made from recycled plastic. He noted that the CAC recommended that the remaining \$5,000 of unused grant money for the spring round be added to the available funds for the fall grant round.

Mrs. Palmer made a motion to accept the recommendation from the CAC to award the Town of Avon \$5,000 for park benches. Ms. Leavitt seconded the motion. The motion passed 9-0-0.

Mr. Detwiler noted that the CAC briefly discussed the future of the Community Grants program noting that the District routinely receives similar requests from similar organizations. There was discussion of how the program is promoted, limitation on repeat applications, what organizations have been awarded grants, and what how the community could become more aware of the program. The Board was generally supportive of continuing the program.

Mr. Detwiler reminded the Board that the next Board Meeting would be held on June 28th to receive bids for the Lizton project and that he will send an email update at the end of May.

Public Comments

No public comment.

Board of Directors' Comments, Concerns & Questions

No comments, concerns and/or questions were noted from the Board of Directors.

Announcements/Adjournment

Mrs. Palmer motioned for adjournment. Mr. Whicker seconded the motion. Motion passed, 9-0-0. The meeting adjourned at approximately 7:40 a.m.

Daniel Bridget, President