

Hendricks County Recycling District Board of Director's Meeting Minutes October 25, 2022

The Hendricks County Recycling District met at 7:00 a.m. on October 25, 2022, 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	Caleb Brown	Dennis Dawes
*Bob Gentry	Ben Lacey	Nancy Leavitt
Phyllis Palmer	Brad Whicker	

Others in attendance were:

Lenn Detwiler	Katie Archer	Amy Sieferman
Doug Morris	Ed Gaddie	Calvin Davidson

Mr. Bridget confirmed that a quorum was present.

Approval of Minutes

Mr. Lacey moved to approve the minutes from the August 23, 2022, Board Meeting as presented. Ms. Leavitt seconded the motion. The motion passed 6-0-1 with Mr. Brown abstaining since he did not attend the August meeting.

Outreach Coordinator's Report

Mrs. Sieferman opened the Outreach Coordinator's Report by sharing that in the first six weeks of school, approximately 1,200 students received in-person programs from District staff. She noted that when factoring in the STEM Kits and "Where's Sheldon?" program for younger grade levels, the District has been able to double the number of students reached as compared to other school years.

Next, Mrs. Sieferman highlighted one of her most popular programs that is based off of the book "Hatchet". She noted that the program is popular because it satisfies a number of academic standards related to problem solving, literature, and the engineering process.

Director's Report

Program Results

Mr. Detwiler opened the Director's Report with the Program Results included in the Board packet and noted that activity at the Recycling Drop-off Centers had been above average July through September.

Yard Waste Recycling Center participation lagged in July but was busy in August and September. He shared that the gate to the Brownsburg Yard Waste Recycling Center had been damaged by someone leaving the center. He explained that the Yard Waste Recycling Center Attendant, Sandy, was able to get the driver's insurance information which was then passed on to the Town of Brownsburg to file the claim and get the repair made. Mr. Detwiler also shared that the Town of Plainfield is discussing a potential land swap which may mean that the Yard Waste Recycling Center would be relocated in the future. Mr. Detwiler noted that the Yard Waste Recycling Centers will be open through November for regular operation and would then re-open December 22nd for Christmas tree recycling.

Mr. Detwiler then shared that the last Tox-Away Day of the year was the previous Saturday in Plainfield. There were 811 participants through the event which was above average for the last event of the year. He shared the 2023 Tox-Away Day sticky notes that were provided to each Board member and include the dates and locations for next year's Tox-Away Days.

Executive Director's Annual Review

Mr. Detwiler shared that he would, once again, appreciate the opportunity to meet with a couple of Board Members to receive feedback on his performance. Discussion was held. Mr. Bridget asked if the Board was comfortable with Mr. Lacey and himself meeting with Mr. Detwiler. The Board agreed by consensus. Mr. Detwiler added that he was interested in getting feedback from any other Board Members as well, not just those involved in the formal review.

Meeting Schedule

Mr. Detwiler asked if the Board was comfortable continuing to meet quarterly in 2023 with additional meetings called, as needed. The Board agreed by consensus.

Year-end Employee Lunch

Next, Mr. Detwiler reminded the Board that most years a year-end lunch was held to thank the employees for their hard work. He noted that Board Members are always welcome to attend as well and that Mr. Bridget had attended in the past. Mr. Bridget encouraged the other Board Members to attend if they are able to do so. It was the consensus of the Board to hold a year-end lunch again this year. Mr. Detwiler said details would be sent to the Board once the date and location were set.

Long-range Plan

Mr. Detwiler then reminded the Board that this summer the CAC recommended and the Board was supportive of the District developing a long-range plan. He suggested not beginning that process for a year or more to allow the new Lizton Recycling Center to become operational and to gain an understanding of how WM's recent acquisition of Ray's Trash will impact the District. The Board agreed.

Financial Report

Financial Facts Summary

Mr. Detwiler opened the Financial Report with the Financial Facts Summary. He reminded the Board that earlier in the year there was discussion of ceasing or adjusting the annual contributions to the Rainy Day Fund which were stipulated, by resolution, to be ten percent of the annual General Fund Budget and the contribution must be made by the end of February of each year. He added that without amending the current resolution, the District would need to contribute approximately \$161,000 to the fund for 2023.

Mr. Detwiler asked the Board Members if they would like him to develop a resolution amending the one in place that would give the Board more flexibility regarding how much, or if, a contribution would be made in a given year. Discussion was held and the Board, by consensus, agreed to have Mr. Detwiler prepare such a resolution for the Board's consideration at its January meeting. Mr. Bridget asked how soon a draft of the amended resolution could be shared with the Board. Mr. Detwiler said he would have something to the Board for review and comment in the next couple of weeks.

Income Charts

Next, Mr. Detwiler shared the Income Charts with the Board and noted that Final Disposal Fee Income is well ahead of what has been received in recent years due to the special project that has brought a lot of materials to Twin Bridges landfill. He added that he expects Final Disposal Fee Income to be over \$900,000 for the year.

Mr. Detwiler then noted that Yard Waste Recycling centers were busy in August and September. He shared that he expects that income from the Yard Waste Recycling Centers will exceed the amount budgeted for the year.

Third Quarter Report

Next, Mr. Detwiler shared the Quarterly Report through the third quarter of the year and noted strong revenue but that the budget is tight in some line items. He noted that income has exceeded expenditures by over \$134,000 so far in the year. There were no questions.

Requested Budget Transfers

Mr. Detwiler then presented the Budget Transfer Request dated October 25, 2022. He noted the transfers were not a request for any new money but were just moving money around within the approved budget. The Board had no questions. Mr. Dawes made a motion to accept the budget transfers as requested. Mr. Lacey seconded the motion. The motion passed, 7-0-0.

General Funds Registers of Claims

Mr. Detwiler presented the Registers of Claims dated September 27, 2022, for \$95,934.69 and October 25, 2022, for \$83,536.17. Mr. Detwiler highlighted the expenditures for Tox-Away Day as well as the first payment to HP Legacy, Inc. for their work in Lizton. Mr. Brown made a

motion to accept the Registers of Claims as presented. Mr. Whicker seconded the motion. The motion passed, 7-0-0.

Old Business

Lizton Recycling Center Project Update

Mr. Detwiler highlighted a Project Update sheet included in the Board packet. He shared that work is underway, noting demolition began October 3rd. He explained that the update document showed what aspects of the project were completed, underway, and outstanding. He shared that the Attendant Building had been ordered and he is working through the permitting process with the County.

Next, he explained that the update document also showed a couple of change orders on the project related to curbing required by INDOT and some poor soils discovered during a recent proof roll at the site.

Mr. Detwiler then noted that over the previous few weeks, as the change orders and purchases needed approval, he would discuss them with Mr. Bridget, and, with his approval, move ahead. He noted that to this point all expenditures have been within the overall project budget. Mr. Detwiler asked if the Board is comfortable with that being the process moving forward. Mr. Bridget shared that they are looking for cost savings where they are available and clarified that the change orders approved were covered by the contingency figure included in the project budget. Mr. Bridget asked for the Board's consent to continue to handle decisions related to the project in the same fashion so long as the costs were within the project budget. The Board agreed by consensus.

New Business

WM's Acquisition of Ray's Trash Service

Mr. Detwiler reported that he invited Mr. Calvin Davidson to the meeting to share about WM's recent acquisition of Ray's Trash Service and to answer questions. He noted that the District has worked closely with Ray's for many years and continues to have service agreements in place; specifically for clean outs of and trash service at the Yard Waste Recycling Centers and servicing of the Recycling Drop-off Centers. Mr. Detwiler also acknowledged the good relationship enjoyed with WM but noted it has only been related to operation of the local landfill. He shared that many of the same people that have worked at Ray's will continue as employees with WM.

Mr. Davidson addressed the Board. He noted that the sale to WM was not a business sale but an asset sale and that Ray's has retained its metal recycling operation and demolition business. He noted that Ray's Demolition is the entity that typically cleans out the Yard Waste Recycling Centers and will continue doing so at the pleasure of the Board.

Mr. Davidson voiced his appreciation for being able to serve the District and that he would like to continue to serve on the District's Citizens Advisory Committee if the Board so desired. After

some discussion, Mr. Bridget expressed the Board's appreciation for the relationship the District has enjoyed with Ray's Trash Service over the years and Mr. Davidson's participation with the District.

Unwanted Medicines Drop Box Request

Mr. Detwiler then shared that Mr. Dan Chubb with the Hendricks County Coroner's office had reached out requesting an unwanted medicine drop box similar to the others the District has provided around the County.

He explained that the Coroner's office had recently begun taking possession of prescription medications from decedents as a standard procedure. The Coroner's office has then been taking those medications to the unwanted medicine drop boxes located at the Hendricks County Jail. This has caused the Jail's drop box to fill up rather quickly creating more work for Lt. Deckard at the Sheriff's Department. He and Mr. Chubb have been working on finding a different solution.

Mr. Detwiler continued by sharing that the Coroner's office is located in the basement of the Hendricks Regional Health hospital and would not see a lot of foot traffic from the public. He also noted that Mr. Chubb would need to be approved by Covanta, the waste-to-energy facility located in Indianapolis, in order to bring the medicines to them to be destroyed; a process he has begun but not yet completed.

After more discussion, Mrs. Palmer moved to table the request for an unwanted medicines drop box for the Coroner's office. Ms. Leavitt seconded the motion. The motion passed, 7-0-0.

Further discussion was held and Mr. Detwiler said he would communicate more with Mr. Chubb and would revisit the request with the Board, if necessary.

Fall Grant Recommendations

Next, Mr. Detwiler shared that Meeting Notes from the CAC's meeting on October 19th and the 2022 Fall Grant Summary Spreadsheet that included the committee's recommendations were included in the Board Packet. He noted that the District received nine grant applications, the most ever, and almost \$38,000 was requested. He added that the CAC removed two applications from consideration based on the nature of the requests. The CAC's recommendation was to award \$15,212.78 to the five organizations as reflected in the Summary Spreadsheet. Mr. Lacey made a motion to accept the CAC's recommendation. Mrs. Palmer seconded the motion. The motion passed 7-0-0.

Resolution 2022-03: 2023 Salary Resolution

Mr. Detwiler reminded the Board that it has been the District's practice in recent years to mirror the salary adjustments the County approves for its employees. Mr. Detwiler explained that the County approved a 7.5% increase for 2023. He added that the increase also applied to the tenure pay earned for eligible employees. Mr. Detwiler continued that previously, the District has been spreading employees' tenure pay across payrolls throughout the year. He

reported that the County has moved to a lump sum payment of the tenure pay in December of each year and that the District would be doing the same in 2023. Discussion was held and Mrs. Palmer noted that the approved 7.5% is a cost-of-living increase, the adjustment was generous of the County Council, and shows that the Council Members realize what employees are facing. Mr. Dawes moved to approve the resolution as presented. Mr. Brown seconded the motion. The motion passed 7-0-0.

Board of Directors Comments, Concerns and Questions

Mr. Detwiler thanked the Board Members for their leadership this year. He noted that he will continue to send out the monthly email updates in November and December.

Mr. Bridget also thanked the members of the Board for their attendance.

Mr. Brown asked if the District has considered accepting credit and debit cards for payment at Tox-Away Days. Mr. Detwiler shared that the contractor, NuGenesis, manages the fees assessed at Tox-Away Day and that he would ask NuGenesis if that was something they would consider.

*Mr. Gentry entered the meeting.

Mr. Detwiler then expressed his appreciation to the CAC for their input and participation. He also thanked Mrs. Sieferman and Mrs. Archer for their hard work over the year.

Adjournment

Mrs. Palmer moved for adjournment. Mr. Whicker seconded the motion. Motion passed, 8-0-0. The meeting adjourned at approximately 7:54 a.m.

Signature: _____

Printed Name: _____, President