

Hendricks County Recycling District Board of Director's Meeting Minutes October 24, 2023

The Hendricks County Recycling District's Board of Directors met at approximately 7:05 a.m. on October 24, 2023, 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:

Daniel Bridget	Dennis Dawes	Bob Gentry
Nancy Leavitt	Phyllis Palmer	Eric Wathen

Mr. Bridget confirmed that a quorum was present.

Others in attendance were:

Lenn Detwiler	Amy Siefertman	Katie Archer
Greg Steuerwald	Justin Buster	Ed Gaddie
Calvin Davidson		

Approval of Meeting Minutes

Mr. Gentry moved to approve the meeting minutes from the August 29, 2023, Hendricks County Recycling District board meeting, as presented. Mr. Dawes seconded the motion and the motion passed, 6-0-0.

Outreach Coordinator's Report

Mrs. Siefertman opened the Outreach Coordinator's Report by sharing that she and Mrs. Archer had recently given a presentation highlighting their STEM recycling videos and curriculum at the Annual Retreat of the Association of Indiana Solid Waste Districts (AISWMD). She added that the presentation went very well.

Next, she reported that this year, as part of the STEM kit program, some classrooms are using Flip Grid, a platform for teachers and students to post videos and pictures of the STEM projects they complete. This allows classes using the STEM kits to share and see the results or different iterations of the projects from other classes.

Mrs. Siefertman shared that she has been asked by Plainfield Community School Corporation to sit on the STEM Advisory Board for the Idea Lab and that she is excited to do so.

Lastly, Mrs. Siefertman shared an update on collaboration with Sarah Wolf at the Hendricks County Partnership for Water Quality and highlighted that they worked together on a social

media blitz focused on leaf recycling and composting. Mrs. Siefertman noted that the project went well, and she looks forward to seeing what goes on in the future with that partnership.

Director's Report

Program Results

Mr. Detwiler opened the Director's Report by highlighting the Program Results document. He noted that the final Tox-Away Day for the year had been the previous Saturday in Plainfield with 903 users through the event. He shared that this was the biggest Tox-Away Day ever held in Plainfield and that it capped off the biggest Tox-Away Day year in the District's history with 4,288 people through the five events.

Mr. Detwiler reported that partnerships are critical to the success of Tox-Away Day program and publicly acknowledged the Avon School Corporation, Brownsburg School Corporation, Plainfield School Corporation, Hendricks County Fairgrounds, Hendricks County Substance Abuse Taskforce, and local law enforcement agencies. He also recognized Michael Aviah, Hendricks County's Public Health Coordinator, who is responsible for coordinating volunteers and law enforcement to take medications and medical sharps at the events.

Next, Mr. Detwiler shared that the District's Yard Waste Recycling Centers continue to set records. He noted that every month this year has exceeded last year, in addition to exceeding the average. He further reported there are two months left in the season, but the centers have already surpassed the total average number of visitors per year. Mr. Detwiler shared that both locations will close for the season on November 28th and will reopen (sites will be open but unattended) around Christmastime for collection of Christmas trees for recycling.

Mr. Detwiler then shared that the transition to W Enterprises went smoothly at the Coatesville and North Salem Recycling Drop-Off Centers. He further reported that the new bins and decals look very nice. He highlighted an extensive article with photos published by *The Republican* newspaper. Mr. Detwiler passed the article around for the Board's review.

Mr. Detwiler shared that there is continued growth at the Lizton Recycling Center, noting that more than five hundred visitors had used the center each of the last four weeks. The previous week was the busiest on record for the center with 549 users with Saturday of that week being the busiest day yet with 197 visitors. Mr. Detwiler shared that the center has helped nearly 11,000 visitors since opening at the end of April. He added that the attendants working at the Lizton Recycling Center toured W Enterprises and Pratt Recycling in September. The tours helped the attendants better understand what happens to the materials collected at the center.

Executive Director's Annual Review

Mr. Detwiler reminded the Board that he usually meets with a couple of board members in the fall to conduct his annual performance review. He noted that if the Board adopts the upcoming 2024 Salary Resolution, that those board members would also award his performance pay.

Mr. Bridget shared that last year he and Mr. Dawes conducted the performance review and that he would be willing to do the review again this year. Mr. Dawes agreed that he would be willing to join Mr. Bridget in conducting the review, unless anyone else on the Board would like to do it. It was the consensus of the Board that Mr. Bridget and Mr. Dawes will conduct the annual performance review for Mr. Detwiler.

Year-end Employee Lunch

Mr. Detwiler shared that a year-end employee lunch has been provided the last few years and he would appreciate the opportunity to do it again this year. He noted that last year, District staff and board members met at the Country Club of Indianapolis, at Mr. Dawes's invitation. Mr. Detwiler shared that he would appreciate the Board's permission to do the same this year and that the board members would be welcome to attend again. The Board approved the request by consensus.

2024 Budget Update

Mr. Detwiler shared that the County Council formally adopted the District's 2024 Budget at its meeting the previous week. Mr. Detwiler offered public thanks to Nancy Marsh for her help with the budgeting process.

2024 Meeting Schedule

Mr. Detwiler closed the Director's Report by highlighting the 2024 Board Meeting Schedule and asking if the Board was comfortable continuing to meeting quarterly. He added that the meetings would be held in January, April, July, and October with special meetings held as needed. He will continue sending the Board updates in the months that a meeting is not held. The Board approved, by consensus.

Financial Report

Financial Facts Summary- August and September

Mr. Detwiler opened the Financial Report with the Financial Facts Summary, highlighting the months of August and September. There were no questions.

Income and Expenditures

Next, Mr. Detwiler highlighted the Income Chart noting that final disposal income for 2023 is behind last year's total by approximately \$77,000, but ahead of the average by about \$97,000. He shared that it is difficult to anticipate what the rest of the year will hold but that the last couple of months have been robust.

Mr. Detwiler shared that income from the Yard Waste Recycling Centers is approximately \$7,600 ahead of last year's total and about \$10,000 ahead of the average, noting that the District has already exceeded what was budgeted for income from the centers for 2023.

Third Quarter Report- Budget vs. Actual vs. 2022

Mr. Detwiler noted the higher costs for programs such as the Yard Waste Recycling Centers and the Recycling Drop-Off Centers was reflected in the figures. He continued that when the budget

was developed, the District was midway through the Lizton Recycling Center project which made budgeting challenging. Mr. Detwiler shared that he is anticipating that the District will spend much less for 2023 than was budgeted.

Request for Budget Transfers

Next, Mr. Detwiler highlighted the Budget Transfer Request included in the Board packet. He noted that new money was not being requested, rather just a need to move money within the budget. Mr. Bridget asked what the budget transfer request is for specifically. Mr. Detwiler shared he is asking to increase the Personal Services and Other Services and Charges portions of the budget by \$155,750. Those funds would be transferred from the Capital Expenses section of the budget. Mr. Wathen moved to approve the budget transfer as presented. Ms. Leavitt seconded the motion. The motion passes 6-0-0.

Register of Claims- General Fund and Hendricks County Special Projects Fund

Mr. Detwiler presented the Register of Claims for the General Fund dated September 26, 2023, in the amount of \$104,586.33 and October 24, 2023, in the amount of \$86,578.18. Mr. Detwiler also presented the Register of Claims for the Hendricks County Special Projects Fund dated October 24, 2023, in the amount of \$755.00.

He also noted that the claim shown for the Hendricks County Special Projects Fund was to purchase more decals for the Safe Sharps Disposal Program, a partnership with the Hendricks County Health Department. Mrs. Palmer asked for confirmation that the funding for the Safe Sharps Disposal Program comes from the Hendricks County Special Projects. Mr. Detwiler confirmed that it does and includes the cost for disposal, the sharps boxes, and the decals.

Mr. Dawes moved to approve the Registers of Claims. Mr. Wathen seconded the motion. The motion passed 6-0-0.

New Business

CAC Report: Fall Grant Recommendation

Mr. Detwiler shared that the Citizens Advisory Committee (CAC) met on October 10th to review the applications submitted for the fall grant round. He noted that the Board Packet included notes from that meeting and a summary spreadsheet highlighting the nine applications the District received that requested over \$30,000 in funding.

He explained that initially the total recommended award amount was \$10,085.60 but that \$657 of that amount was allocated to Plainfield Middle School to purchase rain barrels and was contingent on the applicant clarifying how the rain barrels were to be installed and used. Mr. Detwiler requested the clarification via email. When it was provided and reviewed, the CAC agreed that it was not satisfactory and amended its recommendation to award \$9,428.60 (denying the funds requested for the rain barrels). After some discussion, Mrs. Palmer made a motion to accept the CAC's updated award recommendation for the fall grants in the amount of \$9,428.60. Mr. Gentry seconded the motion and the motion passed 6-0-0.

Public Hearing: Proposed Resolution to Amend Final Disposal Fee Rate Structure

Mr. Bridget asked Mr. Detwiler if he had any comments related to the proposed resolution to amend the final disposal fee imposed by the District. Mr. Detwiler stated that he did and reminded the Board that the current rate of one dollar per ton was established in 1992 and has remained unchanged since that time. He further noted that to keep pace with inflation, the rate would need to be raised to more than two dollars per ton. He stressed that the proposal under consideration was not to raise the rate to that amount but, instead, to adjust it to \$1.25 per ton for waste generated in Hendricks County and \$1.50 per ton for waste generated outside of Hendricks County and deposited in the Twin Bridges Landfill in Danville. He noted that the District studied the rates being imposed by solid waste districts across the state and Hendricks County's is one of the lowest.

He explained that Section 11 of the resolution requires an annual review of the rate being imposed and that Section 13 sets the effective date for the new rate structure as January 1, 2024.

Next, Mr. Bridget opened the Public Hearing. Mr. Justin Buster from Waste Management and Twin Bridges Landfill addressed the Board sharing that the company understands that a rate increase is needed. He asked that the Board consider increasing the rate to \$1.25 for all waste for 2024 and then, in 2025, increase the rate to \$1.40 per ton for all waste. He noted that the company has current contracts in place (negotiated at the current rate) and any rate increase impacts competition in the marketplace. He added that using the same rate regardless of where the waste is generated is much simpler for Waste Management to track and account for.

Mr. Bridget asked if there were any further comments for the Public Hearing. None were noted.

Mr. Bridget shared that this matter is an important one for the District and that one third of the Board is not present to vote on it. He requested that the vote be continued until the next meeting so that the entire Board could be present.

Mr. Wathen asked Mr. Buster to send the District figures showing the difference between his proposed rate structure and the one reflected in the resolution. Mr. Buster agreed to do so.

Mrs. Palmer asked for confirmation that the public meeting was advertised twice for the proposed rate increase. Mr. Detwiler confirmed that it was.

Mrs. Palmer voiced her appreciation for Mr. Buster's comments and noted that Waste Management has been a good community partner and that the Board should consider the company's concerns. She then made a motion to continue the consideration of Resolution 2023-04 to the January Meeting. Mr. Wathen seconded the motion. Discussion was held and Mr. Detwiler asked if it was the Board's intention to schedule a special meeting before the end of the year or to consider the matter at the January 2024 meeting. Consensus of the members was to wait until the January meeting. Ms. Leavitt noted that a new representative from the Town of Danville will be appointed as she will no longer be on the Town Council.

Mr. Bridget confirmed there was a motion and a second. He called for the vote and the motion passed 6-0-0.

Mr. Dawes asked if another public hearing would be necessary. Mr. Steuerwald answered that the public hearing that was just held was the only one required since the rate change amount that will be voted upon in January will be lower than what was advertised.

Resolution 2023- 05: 2024 Salary Resolution

Mr. Detwiler presented the 2024 Salary Resolution to the Board, noting that in recent years the Board has opted to mirror the actions taken by Hendricks County related to employee wages. He explained that the County Council approved a five percent cost of living adjustment for all positions as well as a pool of funds equal to one percent of the new 2024 wage amounts to be distributed as performance pay across each department. He shared that department heads were to assign the performance pay to staff as they see fit and that the Commissioners or Boards assign performance pay for department heads, depending on how the department is structured.

Mr. Detwiler explained that Section 6 of the resolution reflects employee wages, performance pay, and tenure pay (for those employees that are eligible). Mr. Detwiler reported that he allocated performance pay for all employees except himself and that the resolution sets out that the board members conducting his performance review will award performance pay for his position as they see fit.

Mr. Detwiler shared that Mr. Steuerwald, Mr. Wathen, and Mrs. Marsh had reviewed the resolution and were comfortable with it. He added that the 2024 Budget was constructed earlier in the year and assumed five percent wage increases, but the resolution provides for a total of six percent. As such, budget transfers or an additional appropriation may be needed next year to meet the budget obligations. No questions were noted.

Mr. Wathen made a motion to approve Resolution 2023-05. Ms. Leavitt seconded the motion. The motion passed, 6-0-0.

Public Comments

No public comments noted.

Board of Directors' Comments, Concerns & Questions

No comments from the Board noted.

Mr. Detwiler invited the board members to the Year-end Employee lunch and explained that staff would be in touch with more information. He thanked the Board of Directors for their support, noting that it has been a big year for the District.

Announcements/Adjournment

Mr. Gentry motioned for adjournment. Mr. Wathen seconded the motion. The motion passed 6-0-0.

The meeting adjourned at approximately 7:42 a.m.
