

**WARRICK COUNTY SOLID WASTE
MANAGEMENT DISTRICT
BOARD MEETING MINUTES 09-21-17
12:05 p.m.**

The Warrick County Solid Waste Management District meeting was called to order with Marlin Weisheit presiding. The call of roll showed the following to be present: Kristi Adams, Bob Johnson, Greg Richmond, Dan Saylor, David Talley and Marlin Weisheit. Also present were S. Adam Long-District Attorney, Scott Anslinger, Jamie Kessner, Freddie Rowland, Michele Wallace and Trayce Wilson. Not in attendance was Mayor Charlie Wyatt.

Public Comment: There was no public comment.

Minutes: Greg Richmond made motion to approve the August 24, 2017 minutes as submitted. Dan Saylor seconded motion. Motion carried 6-0.

Controller's Report and Claims:

Trayce Wilson reported as of August 31, 2017 the District ended with a balance of \$1,185,971.23. Dave Talley made motion to approve the Controller's Report as submitted. Kristi Adams seconded motion. Motion carried 6-0. Trayce also reported the District has claims totaling \$186,196.25 that need to be approved for payment. Dave Talley made motion to approve payment on all properly documented claims. Greg Richmond seconded motion. Motion carried 6-0.

Operation Manager's Report: Michele Wallace presented a printed informational report to the Board. Michele informed the Board that IDEM inspectors visited the Pelzer Road location on August 30th to conduct a compliance audit. Michele instructed the District operators to address and follow up on issues discussed within the audit.

Processing Center Foreman's Report: Freddie Rowland presented the Board with monthly comparisons for August of 2016 & 2017 as well as year to date figures. Freddie stated baled plastics are currently being stored inside the Processing Center until the commodity rates rise.

- A. Processing Center Operational Policy & Procedures:** Adam Long stated he forwarded copies of an ordinance for Board review, which would be the mechanism that adopts the rules or policy manual.

Superintendent's Report:

Scott Anslinger reported:

- A. Strategic Plan - Final Approval:** Scott stated that Daniela Vidal was unable to attend today's meeting due to work conflicts so Scott asked the Board's permission to distribute the final draft of the District Strategic & Business Plan to them without her appearance. Marlin Weisheit stated the Board would review the final draft and present Scott with any questions to communicate with Ms. Vidal. Scott requested Adam Long to draft a resolution, for the next meeting, that would approve the final strategic and business plan for the District.
- B. Asphalt Shingle Recycling Program Update & Proposal:** Scott updated the Board about the program which will begin on Thursday October 12, 2017 as long as local contractors have been previously certified through the District.

- C. Market Development Grant - Update:** Scott stated the District received documents from IDEM that had to be completed for the State of Indiana in order to be able to receive and sign the final grant contract, Scott completed and returned all necessary documents.
- D. Finance Committee Meeting & Budget Review:** Scott stated the Finance Committee met on September 19, 2017 to discuss 6 specific issues.
- 1. 2018 Budget – County Council Approved:** Scott stated the District’s 2018 Budget was discussed; County Council approved the proposed 2018 budget of \$2,443,557 with a property tax levy of \$1,492,678.
 - 2. 2018 Salary Resolution:** Scott presented the Board with the District’s proposed salary resolution for 2018. Scott stated the resolution includes a 3% raise for all full time staff. The Board took Salary Resolution 2017-2 under advisement with corrections made to the administrative assistant 1 & 2 hourly rates.
 - 3. 2018 Fee Resolution:** Scott presented the Board with the District’s proposed fee resolution for 2018. Scott stated the proposed fee resolution includes raising the yard waste disposal rate to 3 cents per pound as recommended by the Finance Committee and increasing the tire recycling fee to \$2.50 per tire off rim/ \$3.50 per tire on rim. A rate has been proposed to deal with the contamination being brought to the Processing Center to help offset the costs of disposing non-recyclable (contamination) materials. The Board took Fee Resolution 2017-3 under advisement.
 - 4. Business Recycling:** Scott stated he met with Marlin Weisheit to review and discuss all business recycling clients the District currently maintains; the Finance Committee also discussed costs associated with the business recycling program. Scott stated he is currently gathering additional numbers and requested information for better efficiency in operating the business recycling program.
 - 5. Scale Replacement & Tractor Quotes:** Scott stated invitation to bid specifications have been sent out for the scale replacement at Pelzer Road; Scott stated Joe Grassman is going to assist him with the scale specifications needed on the invitation to bid. Scott also stated the District is accepting quotes for a new tractor to be utilized at all sites. Scott will present quote recommendations to the Board at the October SWMD Board Meeting for both equipment items.
- E. Processing Center Security System:** Scott stated 5 Star Security Systems is preparing a complete quote proposal to be presented at the next meeting.
- F. Performance Review Program Development:** Scott stated that he has been working with Jamie to draft the District’s annual performance review for all employees. Scott stated he hopes to present the performance review program to the Personnel Committee before the next meeting.
- G. Governor’s Award for Environmental Excellence:** Scott informed the Board that the District underwent a multimedia inspection from IDEM, a number of areas of concern were identified but have since been corrected. Scott understands that the District is still in the running to receive recognition for our program.

Attorney's Report:

S. Adam Long reported earlier within the Processing Center Foreman's Report about operational policies and procedures.

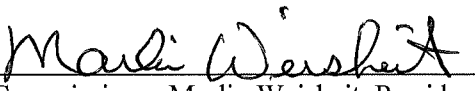
Other Business:

Upon staff recommendation a pay increase for Gary Roush was discussed and forwarded to the Finance Committee for final review and recommendation.

The next regular SWMD Board Meeting will be on October 19, 2017 at noon in the commissioner's meeting room.

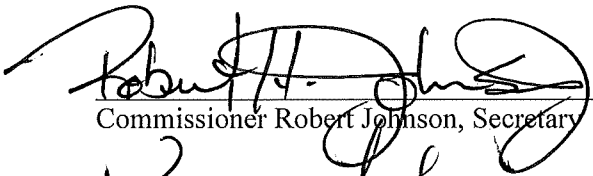
Adjournment: Dave Talley made motion to adjourn, seconded by Dan Saylor. Motion carried 6-0.

Submitted By:
Jamie Kessner
Administrative Assistant



Commissioner Marlin Weisheit, President

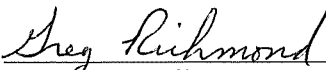
Mayor Charlie Wyatt, Vice-President



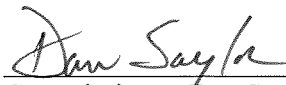
Commissioner Robert Johnson, Secretary



Tennyson Town Council, Kristi Adams



County Councilman, Greg Richmond



Commissioner, Dan Saylor

City Councilman, David Talley

ATTEST:



Trayce Wilson, Controller