



MIAMI COUNTY RECYCLING DISTRICT

MIAMI COUNTY RECYCLING DISTRICT BOARD MEETING

February 20th 2024, AT 12:00 P.M.

The Miami County Recycling District held a meeting of the Board of Directors on Tuesday, February 20th, 2024, at 12:00 P.M. at the Recycling District Office

Attending in person: Alan Hunt-Chairman, Brenda Weaver-Vice Chairman, Miami County Commissioner, Keith Musselman-Miami County Commissioner, Tim Fisher-City Council

Absent: Mr. Don Sturch, Ms. Sandy Chittum

Staff Attending in person: Jenny Gatliff- Director, Carla Speth- Assistant Director, Bill Berkshire- Attorney

Absent: None

Public Attending: None

Call to Order: Mr. Hunt called the meeting to order at 12:03 pm.

Assignment of Board of Directors: Mr. Musselman motioned positions remain same as 2023. Mrs. Weaver seconded, Mr. Alan Hunt as Chairman and Mrs. Weaver as Vice-Chairman. Assignment of Board of Directors Roll Call No. 22024. Motion carried (4-0).

Appoint District Controller: Mr. Musselman motioned to appoint Tim Comerford as District Controller; Mrs. Weaver seconded. Roll Call No.22024A. Motion carried (4-0).

Appoint Legal Counsel: Mrs. Weaver nominated Bill Berkshire as Legal Counsel, Mr. Musselman seconded. Roll Call No. 22024B. Motion carried (4-0).

Approval of Minutes:

- Mr. Hunt waived the reading of the Board minutes. Board members received a copy of the minutes from the December 18th, 2023, Board of Directors meeting in their board packets. *Mr. Fred Musselman motioned to approve the meeting minutes; Mrs. Brenda Weaver seconded. Roll Call No. 22024C -Motion to approve the MCRD Board Meeting Minutes from December 18th, 2023; motion carried (4-0.).*

Approval of Financial Report and Claims:

- Board members reviewed claims and financial reports for January and February 2024. *Mrs. Brenda Weaver motioned to approve; Mr. Fred Musselman seconded. Roll Call No. 22024D Approval of January & February financials and claims; motion carried (4-0).*

Director's Report:

Approval of Voided/Dropped Invoices: Updated list of voided bills was reviewed by board. Mr. Fred Musselman motioned to approve; Mrs. Brenda Weaver seconded. Roll Call No. 22024E Approval of voided bills; motion carried (4-0).

We would like to officially welcome our new board members. We have Mayor Don Sturch, replacing Mr. Miles Hewitt and Mr. Tim Fisher-City Council replacing Mr. Tom Gustin.

Since the closing of Recovery Recycling, our traffic here at the district has increased tremendously. Our recycling bins fill up twice as fast. (on average, one bin daily). That requires us to have more pick-ups. We've recently placed an open bin for cardboard only, inside the gate, which is helping

our local businesses, especially with large amounts of cardboard. We're doing our best to keep recycling bins empty, it has been difficult for our contractor to keep up with the sudden increase in volume. I've spoken to Mr. Jim Bell and Mr. Bruce Shoup with Recycling Works regarding the placement of a few more recycling bins, one more outside and one inside the gate.

Lawyer's Report: None.

Old Business: None.

New Business:

- **Audit 2019-2022:** Ms. Gatliff received an email notifying us of an audit from State Board of Accounts. The Board of Directors as well as our Controller, Tim Comerford, were notified via email. State Board of Accounts requested to test onsite Wednesday & Thursday, January 24th & 25th. They examined receipts, disbursements, payroll, and capital assets for the years 2019-2022. Specific disbursements, payroll and verified training documents have been requested. Ms. Gatliff has been working closely with JoAnne at Comerford to provide said documents. There will be an exit interview including district director, Chairman, Mr. Alan Hunt and our controller, Tim Comerford, in the next month or so. Overall, the audit went well.
- **District Booklets:** The district booklets are outdated due to many procedure changes in the last year. Gabby has recreated our booklets; they are packed full of beneficial information for our community. We have a preview of the booklet for the board to review. She has also done an excellent job obtaining printing quotes for review as well. Mr. Fred Musselman motioned to approve; Mrs. Brenda Weaver seconded. Roll Call Call No. 22024F. Approval of printing booklets at the discretion of the director, up to the amount of \$1,000.

Public Comment: None.

Next Meeting:

Board of Directors- **Monday March 18th, 2024, 12 P.M.**
MIAMI COUNTY RECYCLING DISTRICT CONFERENCE ROOM, 2651 W LOGANSPOUR RD, PERU, IN.

Adjournment: Adjournment was unanimous @ 12:37 P.M.

Jenny Gatliff, Director

Alan Hunt, Chairman