

North Central IA Regional Solid Waste Agency

Revised - Minutes of Meeting

February 27, 2024

The regular monthly meeting of the Executive Board was held on February 27, 2024 at the Recycling Center, Fort Dodge, IA. Chair Dave George called the meeting to order at 5:30 P.M.

Roll Call - Members present: Wally Lorenzen – Eagle Grove, Brandon Bahrenfuss – Webster City, Jack Kersten – Fort Dodge, Megan Secor – Fort Dodge, Cole Bockelmann – Humboldt, Dave George – Manson, Mark Campbell – Webster County, and Dennis Frayne, Williams.

Also present were Attorney Colin Hendricks, Glenn Hunter – HLW Engineering Group, Donna Bice – COO, Nik Myers – Landfill Operations Manager and James Lough, Pine Creek RNG (Zoom).

Campbell moved to approve Agenda. Secor seconded. Motion carried unanimously.

Frayne moved to approve the January 16, 2024 Minutes of Meeting. Kersten seconded. Motion carried unanimously.

Accounts Payable – Bockelmann moved to approve the Accounts Payable invoices for the month of January 2024. Kersten seconded. Motion carried unanimously.

Campbell moved to approve January 2024 Financials. Lorenzen seconded. Motion carried unanimously.

Campbell moved to approve the purchase of a 2024 Skid Loader for the landfill at a cost of \$102,664.00. Secor seconded. Motion carried unanimously.

James Lough, Pine Creek RNG, spoke regarding some clarification points to be added to the agreement after discussion with Hendricks and Bice. Will add a section regarding the construction of the gas collection and control system for clarity. All cost of construction and operation are expended by Pine Creek. Pine Creek is actively in agreements with other clients. Their operating facility will be constructed on land leased from the Agency. Secor moved to table agreement of the agreement to the March meeting. Campbell seconded. Motion carried unanimously.

Discussion of disposition of the small garage on the Grell property. MER Engineering surveyed the area M. Grell is requesting adjacent to the garage. It is approximately 0.11 acre. Make offer to sell our half of the building for \$1.00 and Grell moves the building. Action item for March meeting.

HLW Engineering Group –

1. Annual Water Quality Report will be submitted tomorrow.
2. No update for the project to install clean-out manholes in the leachate line. Some delays with State getting the tax exemption certificate for Doyle Construction.
3. Bockelmann motioned to approve drone survey of the landfill property by Aeroview, which hasn't been done since 2016. Seconded by Kersten. Motion carried unanimously.
4. Campbell moved to approve Resolution 2024-2 Resolution Setting Dates for Hearing and the Receipt of Bids for the Phase 3 Expansion Project for the North Central Iowa Regional Solid Waste Agency. Seconded by Bockelmann. Motion carried unanimously.
 - Agency to accept bids for the Phase 3 Expansion Project with bids due on April 11, 2024 at 2:00 P.M. at the North Central IA Regional Solid Waste Agency – Recycling Center.
 - Notice of Public Hearing for the Phase 3 Expansion Project to be held on April 16, 2024 at 5:40 P.M. at the North Central IA Regional Solid Waste Agency – Recycling Center.
5. Provided their opinion of the cost for the Phase 3 Expansion at 2.478 million.

Discussion took place regarding charging for HHM Mobile Events. Prestage has expressed an interest of having the Agency do a mobile event at their facility for staff. We have not been charging for mobile events within our service area, but we do charge Small Quantity Generators for hazardous material. Obligation to provide the service where we can and cover our expenses. We need to figure out how much this would cost our Agency to determine a fee. Action Item for March Meeting.

Campbell motioned to table the approval of submitting an RFP for Health Insurance Services. Bockelmann seconded. Motion carried unanimously.

Secor motioned to approve HAS Employer Contribution Loss of \$2,755. Bahrenfuss seconded. Motion carried unanimously.

Bockelmann motioned to approve the Wind Closure Policy for the landfill with the addition of language to notify the EOC in the event of closure. Lorenzen seconded. Motion carried unanimously.

Campbell motioned to approve the route truck fees to \$10/stop. Bahrenfuss seconded. Motion carried unanimously.

Bockelmann approved a motion to revise the job description for the RC Route Truck Driver with some changes to the language. Secor seconded. Motion carried unanimously.

Operations Report – Landfill, HHM, Recycling Center

Recycling Center – Bice

1. Cardboard now at \$110/ton, paper at \$70/ton, Plastics at \$20/ton.
2. Two employees have quit, two new employees started February 19 and one new employee starts March 4.
3. Shop heaters were repaired, minor repairs to other pieces of equipment.
4. Route truck will be taken to Elliott Equipment in Des Moines in March for some needed repairs on the packer body. Will rent a U-Haul truck for route.
5. 2017 Dodge needs a new transmission – getting quotes for that.
6. Recovery Systems performed repairs and preventive maintenance on both balers. They are recommending we replace the cardboard baler.

HHM – Nik Myers

1. SARS report for the second half of 2023 was completed and submitted. 35,847 lbs. of material were delivered to the facility. 24,238 lbs. were diverted through the SWAP shop, etc. Savings of \$31,678 in disposal of hazardous material.
2. January was a busy month.
3. Ken Grove is working on a DNR committee regarding legislature for HHM facilities.
4. SWAP Shop is closed as almost all material has been taken by customers.

Landfill – Nik Myers

1. Alarm system has been installed for the pumps on the east leachate well. New pump has been installed.
2. The road project for the east side of the property has been delayed by weather but is still navigable. Will be able to finish the project as better weather comes.
3. All equipment up to date.

COO Report – Donna Bice

1. Received a Notice of Violation (NOV) from the City of Fort Dodge regarding the amount of ammonia pumped to the water treatment facility. Jason Potts worked with USW regarding a response to the NOV and they have accepted it.
2. Only 5 full board members responded regarding a tour, and they all declined. Will make sure they know they are welcome to visit facilities at any time. While Aeroview is doing the drone survey for mapping, request they do a video that can be used for educational purposes.
3. Draft budget review and discussion of various line items. Will be approved at March meetings.

Legal – Colin Hendricks

1. Adson litigation update – the second Motion for Summary Judgement ruled in favor of the Agency. All claims have been dismissed. Appeal deadline is February 29, 2024.
2. Litigation regarding a former employee who was injured in 2014 is being appealed by the employee. Spoke with the lawyer who has been involved with the case since it started. He does not think anything will progress with this.
3. Will work with James Lough to finalize the Pine Creek RNG agreement.

Other Business – None.

Public Questions or Comments – None.

The next regular meeting for the NCIRSWA will be held on March 19 at 5:30 PM followed by the Full Board meeting. Secor moved to adjourn. Frayne seconded. Motion carried unanimously at 7:15 P.M.

Dave George
Chairman

Donna Bice
COO