

North Central IA Regional Solid Waste Agency
Minutes of Meeting
September 16, 2025

The regular monthly meeting of the Executive Board was held on Tuesday, September 16, 2025 at the Recycling Center, Fort Dodge, IA. The meeting was held onsite and via Zoom. Chair Cole Bockelmann called the meeting to order at 5:30 P.M.

Roll Call - Members present: Cole Bockelmann – Humboldt, John Cochrane – Webster County, Jack Kersten – Fort Dodge, Denis Frayne – Williams, Dave George - Manson, Wally Lorenzen – Eagle Grove, Megan Secor (5:32 PM)- Fort Dodge (Members onsite).

Also present were Attorney Colin Hendricks (Zoom), James (Zoom), Mark Campbell – COO/HR Director (Onsite), Deena McCaulley – Secretary/Treasurer-CFO (Onsite).

Call Meeting to Order.

Kersten moved to approve Agenda. Cochrane seconded. Motion carried unanimously.

Kersten moved to approve the August 19, 2025 Minutes of Meeting. Lorenzen seconded. Motion carried unanimously.

Kersten moved to approve the August 2025 Financials. Lorenzen seconded. Motion carried unanimously.

Lorenzen moved to approve the August 2025 Payables. Kersten seconded. Motion carried unanimously.

Approve Consent Agenda

- 1- Issuing credit cards to Deena McCaulley – CFO James McLaughlin – Operations and Jason Pottsy – Operations

Secor moved to approve issuing credit cards to Deena McCaulley, James McLaughlin and Jason Pottsy. Cochrane seconded. motion carried unanimously.

- 2- Waste Works – E Tickets Purchase
Adding E-Ticket purchase processing to scale system. A printed receipt can still be printed but all tickets will be emailed daily.

Social Media and Communications Presentation – Skylar Rosenberg

- a. Website
- b. Facebooks
- c. YouTube

Rosenburg has updated agencies social media pages, website, and created educational videos.

Copier Lease

- a. MMIT – Sharp \$199.90 Monthly
- b. Access Systems \$204.29 Monthly

Secor moved to approve the lease of MMIT for 199.90 Monthly. Kersten seconded. Motion carried unanimously.

Employee Manual Update- Hours worked

Campbell stated nothing in employee handbook stating that employees must work 8 hours each day.

Accounting Position

- a. Salary and start date of wage

Board reviewed base pay ranges for the accounting position. Board would like to table discussion to next month's meeting to have time to review job description and duties.

COO- Update job description and salary

COO's job description effective 9/22/2025 will be 20 hours per week with a salary of \$52,000 annually for 16 months.

George moved to approve the COO's job description of a salary of \$52,000 working 20 hours per week. Kersten seconded.

Motion carried unanimously.

Monthly Meeting Times

- a. Third Tuesday of each month at noon

Board agreed to keep meetings the same. Third Tuesday of each month at 5:30 PM.

Operations Report –

CFO Update – Deena McCaulley

- a. Annual Audit

RFP's have been sent out. Cut off date is October 17th at noon.

- b. UCC-1 Filing Agreements

McCaulley and Hendricks are working on an external UCC-1 Filing agreement that reflects agencies current internal policy.

COO Update – Mark Campbell

- a. Campbell informed the board that the Slope Stability Project update.
- b. Campbell informed board of cleaning, painting and repairs being done.
Door seals and loading docks will arrive this week and will have more of an update at next month's meeting.
- c. Hydro Seeder arrived and is working great.
- d. Campbell and HHM staff working on grant for \$10,000.
Looking into a can crusher and repairs to gutters.
- e. HHM will start selling latex paint as a premier by the gallon.
- f. Jason looking into rebuilding Main Leachate Well next spring.
- g. Komatsu 155 (hours 12K) cost of repairs. Looking into new bailer. Roughly \$46,000.

Legal – Colin Hendricks - None

Other Business – None.

Public Questions or Comments – Cochrane asked how the burning of trees have been. Campbell stated not many people taking advantage of dropping off tree limbs currently. Will give update at end of year.

Lorenzen moved to adjourn. Cochrane seconded. Motion carried unanimously at 6:43 P.M.

Deena McCaulley
Sec/Treasurer-CFO

Cole Bockelmann
Chair