

North Central IA Regional Solid Waste Agency
Minutes of Meeting
October 15, 2024

The regular monthly meeting of the Executive Board was held on October 15, 2024 at the Recycling Center, Fort Dodge, IA. The meeting was available on-site. Chair Cole Bockelmann called the meeting to order at 5:30 P.M.

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

Also present were Attorney Colin Hendricks, Doug Luzbetak – HLW Engineering Group, Matt Kuhlenengel – SCS Engineers, Lori Lindstrom – Secretary/Treasurer-CFO & Interim COO/HR Director and Lindsey Warren – Recycling Center Operations Manager.

Campbell moved to approve the Consent Agenda including: September 17, 2024 Executive Board Meeting Minutes, September 2024 Invoices and August 2024 Financials; September 2024 Financials to be presented at the November 2024 Board Meeting. Secor seconded. Motion carried unanimously.

Campbell moved to approve the Recycling Waste Baler Bids to Recovery Systems with a dual engine, in the amount of \$288,630.00. Fierke seconded. Motion carried unanimously.

HLW Engineering Group – Doug Luzbetak

- a. George moved to approve Pay Request #3 from Steger Construction on the Phase 3 Expansion Project in the amount of \$583,453.49. Bahrenfuss seconded. Motion carried unanimously.
- b. Phase 3 – Quality Control Assurance Report will be submitted to the DNR in the next couple of days; hopefully the DNR will give staff approval to use the cell next week.

SCS Engineers – Matt Kuhlenengel

- a. Following SCS Engineer's failure to provide adequate public notice (did not publish notice in state-wide data room), George moved to reject all bids regarding the slope stabilization project until SCS Engineers goes out to rebid in January 2025. Secor seconded. Motion carried unanimously.

EOC Report –

- a. COO Job Description – to post with Webster County
- b. CFO Job Description
- c. Fierke moved to approve Lindstrom to receive a temporary pay rate of \$500 per payroll, effective 10/06/2024 (current payroll), as Interim COO/HR Director. Bahrenfuss seconded. Motion carried unanimously.
- d. Campbell moved to approve Jason Potts as Landfill Operations Manager at \$87,500/year as an exempt employee, effective 10/06/2024 (current payroll). Performance review at three months and possible pay increase. Bahrenfuss seconded. Motion carried unanimously.

Operations Report – Landfill, HHM, Recycling Center

Landfill – Jason Potts

- a. Update on Southeast hillside being seeded.
- b. Fixing road to Phase 2.
- c. CAT D6 – safety recall.
- d. Getting bids for leachate line cleaning.
- e. DNR inspection passed.

Recycling Center – Lindsey Warren

- a. Cardboard at \$115/ton.
- b. Skid loader update – went with the S650T4 Bobcat with R & J Material Handling. The machine has not yet come in but they are providing the Agency a free rental for the time being.
- c. Schupan has requested a fourth meeting. Warren feels the service the Agency is receiving from Metro Waste and International Paper has been exceptional and does not wish to make a change on who we send our material to. If the Board would like to explore Schupan further, Warren requested it be postponed until the recycling center and Agency are back to full staff and normal operations.

CFO/COO Report – Lori Lindstrom

- a. George approved to use the Office of State Auditors for the FY24 audit. Frayne seconded. Motion carried unanimously.
- b. Campbell moved to reject bids received to fill in Grell basement on Agency land. Will have landfill staff fill in the basement. Secor seconded. Motion carried unanimously.
- c. Update – haul truck repair with Road Machinery Supply, quote \$47,531.52 via email by Nik Myers to EOC; truck rental with Mid Country Machinery.
- d. Stu Cochrane to be on-site 10/16/2024 to review NCIRSWA Employee Handbook with staff.
- e. Results of recycling skid loader bids – Warren covered.
- f. Landfill seeding by Lake Side Construction – Potts covered.
- g. Update on fraudulent checks discovered September 16, 2024 and checking account. Lindstrom met with the Webster County Sheriff's Department and informed the Office of State Auditors via email.
- h. Mobile Crushing to be on-site in a couple of weeks to begin crushing.
- i. Fort Dodge Asphalt – recycling parking lot to be patched when they have time; to honor quote.
- j. Camera/security system to be installed in the near future.
- k. Provided Board an update for the FY24 Payroll Audit now complete.
- l. Meeting Mike Johnson regarding insurance renewal questionnaire.
- m. Update on LF and RC accidents.
- n. Work Comp Report provided to Board.
- o. FY26 Budget – received a call from Brett Daniels inquiring if there's going to be an increase in tonnage fees at the landfill. Lindstrom requested Board to think about this for upcoming discussion.
- p. Approached by Howard Larson to trap beavers on landfill property by the ponds – Mr. Larson does this for Webster County. Following Board discussion – no interest in this request.

Legal – Colin Hendricks – None.

- a. Shared with Jason Potts about the Purchasing Policy threshold.

Other Business – Board discussion – move forward posting Landfill Operations Supervisor and Groundskeeper positions in-house.

Public Questions or Comments – None.

The next regular meeting for the NCIRSWA will be held on November 19, 2024. Frayne moved to adjourn. Secor seconded. Motion carried unanimously at 6:38 P.M.

Cole Bockelmann
Chair

Lori Lindstrom
Secretary/Treasurer-CFO
Interim COO/HR Director