

North Central IA Regional Solid Waste Agency

Minutes of Meeting

April 19, 2022

The regular monthly meeting of the Executive Board was held on April 19, 2022 at the Recycling Center, Fort Dodge, IA. Chair Donna Bice called the meeting to order at 5:30 P.M.

Roll Call - Members present: Wally Lorenzen – Eagle Grove, Dale Graham – Ellsworth, Donna Bice – Fort Dodge, Jamie Bemrich – Fort Dodge, Rick Pedersen – Humboldt County, Cole Bockelmann – Humboldt, Dave George – Manson, Donovan Adson – Vincent and Mark Campbell – Webster County.

Also present were Attorney Colin Hendricks, Doug Luzbetak – HLW Engineering Group, Terracon (Zoom), Lori Lindstrom – Sec/Treasurer-CFO, Nik Myers – Landfill Operations Manager and James McLaughlin – Recycling Center Operations Manager.

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

Bemrich moved to approve the March 15, 2022 Minutes of Meeting. Campbell seconded. Motion carried unanimously.

Accounts Payable Invoices – George moved to approve the Accounts Payable invoices for the month of March 2022. Campbell seconded. Motion carried unanimously.

HLW Engineering Group – No action item.

- HLW did the monthly pin survey today related to the SE Slope Stability area along with the semi-annual sampling of the monitoring wells. The wetland delineation that was approved at last meeting is scheduled for Tuesday, April 26, 2022 – should have the report by the thirtieth.
- HLW explained the Title V Permit, answering Graham's question.
- HLW answered Graham's question regarding cleanouts. HLW stated the cleanouts were not their project; because they were not properly installed; they really can't be used. Cleanouts were installed in 2014. HLW stated they need replaced.

Campbell moved to approve moving the SE Slope Stability Project to 2023. Lorenzen seconded. Motion carried unanimously.

Campbell moved to approve Financial Assurance 2022. Pedersen seconded. Motion carried unanimously.

Campbell tabled annual Lease between North Central IA Regional Solid Waste Agency and Gypsum Ag Supply. Adson seconded. Motion carried unanimously.

Operations Report – Recycling Center, Landfill

Recycling Center – James McLaughlin

1. McLaughlin introduced Jordan Mills, Recycling Center Supervisor.
2. McLaughlin met with Quincy Recycling.
3. Metro Waste to be on-site tomorrow.
4. Cardboard at \$160.00/ton; plastic at \$220/ton.
5. Fieldtrip planned with kids on Friday.

Landfill Report – Nik Myers

1. Hired Jason Potts to be the Landfill Supervisor.
2. Myers, Potts and Hauge attended the 25 Hour Landfill Operator Training held on-site April 6, 7 and 8, 2022 by SCS Engineering; we will be testing this week.
3. HLW Engineering provided 10-hour refresher thumb drive for staff.
4. Myers and Ely received the Oath of Weighmaster paperwork.
5. Potts has been trained as a scale attendant.
6. Baker Electric finished the panel on the east well.
7. The landfill closed early last Thursday due to high winds – haulers provided 2-hour notice.

Chair Report – Donna Bice

1. Campbell informed Board he met with Ted Vaughn, County HR on the way out; he is conducting interviews for the COO position. The Agency had several applicants through Indeed; Vaughn narrowed it down to 9 applicants and started interviewing them on Monday.
2. HHM site – Bice informed Board Jessica Moffitt resigned a month ago. Myers expressed an interest in taking on a duo load, HHM Operations Manager, as well as the Landfill Operations Manager so Campbell and Bice put together a plan to give that a trial run for 6 months. Myers has started this role.
3. Bice informed the Board that she learned last month after the Board meeting about an HHM incident with a drum explosion – close to the south door. The explosion occurred over night. The drum went up and hit the vapor barrier up against the roof of the HHM and put a couple holes in it; the roof structure was not damaged; paint was all over. Looking into submitting it as an insurance claim to get it cleaned up.
4. Bice informed Board the Chevy at Kyle's Ford will be towed back to Fort Dodge.
5. Bice informed Board the Agency will stay with the State Auditors for the FY22 audit.
6. Bice appreciates everything Nik, James, Jordan, Lori and staff are doing. Bice stated she tries to get out to the Agency several times a week to check on things and they've been great to work with.

CFO Report – Lori Lindstrom

1. FY21 audit released to the public on March 31, 2022.
2. Working on government surveys for US Census Payroll and Government Finance.
3. Lindstrom stated she's been really busy with projects.
4. Confirmed with HLW Engineering the bid opening on May 12th has been cancelled regarding the SE Slope Stability Project.

Campbell moved to approve the NCIRSWA Employee Wages Earned 2021. Bemrich seconded. Motion carried unanimously.

Legal – Colin Hendricks

1. Informed Board he will update the lease.

Other Business –

1. Campbell informed the Board Ted Vaughn is going to have a ranking of recommendation for the COO position. Does the Board want the top 2 candidates brought to the Board or do you want him to make a recommendation? Board agreed they would like to meet the candidates. A Special Meeting will be held.
2. Lorenzen asked if there's going to be a charge for HHM mobile events. Board stated there will not be a charge for HHM mobile events at this time.
3. Graham asked if they could be provided the COO Job Description prior to meeting with the candidates.

Public Questions or Comments – None.

The next regular meeting for the NCIRSWA will be held on May 17, 2022. Bemrich moved to adjourn. Adson seconded. Motion carried unanimously at 6:11 P.M.

Lori Lindstrom
Secretary/Treasurer-CFO

Donna Bice
Chair