

North Central IA Regional Solid Waste Agency

Minutes of Meeting
December 2017

The regular monthly meeting of the Executive Board was held on December 5, 2017 at the Regional Recycling Center, Fort Dodge, IA. Chairman Jeffrey Halter called the meeting to order at 5:30 P.M.

Members present: Wally Lorenzen – Eagle Grove, Dale Graham – Ellsworth, Jeffrey Halter – Fort Dodge, Travis Goedken – Humboldt, Donovan Adson – Vincent, Jerry Kloberdanz – Webster City and Mark Campbell – Webster County.

Also present were HLW Engineering Group, Attorney Steve Kersten, Jeff Feser-COO, staff and visitors.

Campbell moved to approve the Agenda. Kloberdanz seconded. Motion carried unanimously.

Lorenzen moved to approve the November 14, 2017 Meeting Minutes. Adson seconded. Motion carried unanimously.

Campbell moved to approve the annual lease renewal with Quarry Service's in the amount of \$1,000 per month. Goedken seconded. Motion carried unanimously.

Campbell moved to approve the HLW Engineering Agreement for Phase 2, with a completion date of late August 2018. Goedken seconded. Motion carried unanimously.

Goedken moved to approve the bid from Rasch Construction Inc. in the amount of \$34,980.00 regarding the NCIRSWA SLF Force Main Piping project, with an immediate start-up date. Campbell seconded. Motion carried unanimously.

Graham moved to approve for the Agency to pay a 25% restocking fee to The Muffler Center, and to return the snow plow and spreader. First motion died for the lack of a second. Kloberdanz moved to approve the bid from The Muffler Center in the amount of \$6,828.27 for the purchase of a Snowex V Plow. Goedken seconded. Motion carried with a roll call vote of 5 to 2, with Graham and Campbell opposing.

Kloberdanz moved to approve the bid from The Muffler Center in the amount of \$3,999.02 for the purchase of 6 CU FT salt and sand spreader; Graham stating it can only be used at the HHW facility and Recycling Center. Goedken seconded. Motion carried unanimously.

Campbell moved to approve the Iowa Public Body Model Investment Policy for the North Central IA Regional Solid Waste Agency. Adson seconded. Motion carried unanimously.

The Executive Board reviewed and considered the proposed Budget FY19 with the following changes: (1) 2% cost-of-living pay increase for Administration, HHM and Landfill; Recycling Center will receive an hourly pay increase, with the exception of the Operations Manager who will receive the 2% pay increase; (2) propose \$5 per ton increase. The proposed Budget FY19 will be on the Agenda requesting approval at the January 16, 2018 Executive and Full Board meetings. No action item.

The Executive Board discussed a tonnage increase for FY19 at \$5.00 per ton. This tonnage increase will be included on the proposed Budget FY19 for Executive and Full Board approval at the January 16, 2018 meetings. No action item.

The Executive Board and Moffitt, Operations Manager at the HHM, discussed HHM pricing for Mobile Events; to be presented as an Agenda item at the January 2018 Executive and Full Board meetings. No action item.

The Executive Board and Moffitt, Operations Manager at the HHM, discussed the HHM Revised VSQG Pricing for 2018; to be presented as an Agenda item at the January 2018 Executive and Full Board meetings. No action item.

Accounts Payable Invoices – Campbell moved to approve the Accounts Payable invoices for the month of November 2017. Kloberdanz seconded. Motion carried unanimously.

Chairman's/COO Report –

1. Landfill safety meeting update: Anderson said the landfill safety meeting was on haul truck safety.
2. HHW safety meeting update: Moffitt said the HHW safety meeting discussed the dangers of fentanyl, and the proper procedures for handling fentanyl.
3. Recycling Center safety meeting update: Slinker said his safety meeting was about shredder operation; discussed the top 6 OSHA citations and what they had in place to avoid those. Adson followed-up the discussion of last month regarding carbon monoxide and the warehouse. Slinker stated that he had Iowa Fire Control on-site to check it out. Slinker is still looking into it.

Kloberdanz moved to approve the Chairman's/COO Report. Goedken seconded. Motion carried unanimously.

Other Business – Lindstrom informed the Board that she has not received an update on the FY17 state audit. Lindstrom informed the Board that she had to order her assistant a new computer since her computer has not been working for the past three weeks (some programs work, some do not, with the emphasis on the accounting software and that they are behind). Lindstrom informed the Board that she's using a different IT business, which is Little Joe's Computer. Lindstrom provided the Board information on WasteWorks Software for the landfill, which is included in the FY19 budget. Halter brought up the suggestion at what point is the Agency no longer going to accept cash at the landfill? Something he would like the board to think about.

Public Questions or Comments – None

The next meeting for the NCIRSWA will be held on January 16, 2018. Campbell moved to adjourn. Adson seconded. Motion carried unanimously at 7:57 PM.

Lori Lindstrom
Secretary/Treasurer

Jeff Feser
COO