

North Central IA Regional Solid Waste Agency

Minutes of Meeting
December 2020

The regular monthly meeting of the Executive Board was held on December 15, 2020 at the Fort Dodge Growth Alliance Building, 24 North 9th Street, Fort Dodge, IA. Due to COVID-19, public can join the meeting via Zoom. Chair Donna Bice called the meeting to order at 5:31 P.M.

Members present: Wally Lorenzen – Eagle Grove, Jeff Halter-Fort Dodge, Donna Bice – Fort Dodge, Travis Goedken – Humboldt arrived at 6:24, Dave George – Manson, Donovan Adson – Vincent, Jerry Kloberdanz – Webster City and Mark Campbell – Webster County left the meeting at 6:35.

Also present were Attorney Steve Kersten, Glenn Hunter – HLW Engineering Group, Matthew Cushman – Terracon – (Zoom), Mitzi Brunsvold - COO, and Jessica Moffitt HHM Operation Manager.

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

George moved to approve the October 20, 2020 Meeting Minutes. Campbell seconded. Motion carried unanimously.

Kloberdanz moved to approve the Accounts Payable invoices for the month of October 2020. Lorenzen seconded. Motion carried unanimously.

Kloberdanz moved to approve the Accounts Payable invoices for the month of November 2020. George seconded. Motion carried unanimously.

Campbell moved to approve the Financial Reports for the month of October 2020. Halter seconded. Motion carried unanimously.

Kloberdanz moved to approve the Financial Reports for the month of November 2020. Lorenzen seconded. Motion carried unanimously.

Engineering Report – Matt-Terracon provided discussion and the Supplemental Engineering Agreement for SE Slope Stability Project Design. Kloberdanz moved to approve and Campbell seconded. Motion carried unanimously.

Hunter-HLW provided Engineering Agreement for Bidding Documents, Contract Administration, and Resident Project Observation for SE Stability Project. Halter moved to approve and Lorenzen seconded. Motion carried unanimously.

COO Report –

1. Brunsvold requested to increase the landfill tipping and curbside recycling fees. Campbell tabled the landfill/recycling fees increase item requesting more information to be provided for approval at the January Meeting. Halter seconded. Motion carried unanimously.

Operations Reports -

1. Landfill – Staff shortages due to COVID. Several pieces of equipment due for maintenance.
2. Recycling Center – Staff shortages due to COVID and trucks down due to maintenance which delayed recycling pickups. Met with local companies on recycling needs. Contamination from the Recycling Center to vendors remains low.
3. HHM – Moffitt provided a year in review report.

CFO's Report –

1. Bice informed the Board the FY20 Audit started December 14th and is being conducted remotely. Agency received estimate for FY20 audit in the amount of \$6,975. Campbell moved to approve the State Audit Estimate. Kloberdanz seconded. Motion carried unanimously.
2. Halter moved to approve the lease renewal between the Agency and Gypsum Ag Supply at \$1000/month. Campbell seconded. Motion carried unanimously.

Legal Matters –

Kersten provided the Board an updated 28E Agreement Draft for review and comments.

Other Business – None.

Public Questions or Comments – None.

The next regular meeting for the NCIRSWA will be held on January 19, 2021. Halter moved to adjourn. Kloberdanz seconded. Motion carried unanimously at 6:36 P.M.

Donna Bice
NCIRSWA Board Chair

Mitzi Brunsvold
COO