

North Central IA Regional Solid Waste Agency

Minutes of Meeting

January 18, 2022

The regular monthly meeting of the Executive Board was held on January 18, 2022 at the Recycling Center, Fort Dodge, IA. Due to COVID-19, public could join the meeting via Zoom. Chair Mark Campbell called the meeting to order at 5:30 P.M.

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

Also present were Attorney Colin Hendricks, Glenn Hunter – HLW Engineering Group (Zoom), Mitzi Brunsvold – COO, Lori Lindstrom Secretary/Treasurer – CFO, Nik Myers – Landfill Operations Manager, James McLaughlin – Recycling Center Operations Manager and Jessica Moffit – HHM Operations Manager.

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

Bice moved to approve the December 14, 2021 Minutes of Meeting. Bemrich seconded. Motion carried unanimously.

Accounts Payable Invoices – George moved to approve the Accounts Payable invoices for the month of December 2021. Halter seconded. Motion carried unanimously.

Financial Reports – Bice moved to approve the Financial Reports for the month of December 2021. Lorenzen seconded. Motion carried unanimously.

HLW Engineering Group – No action item.

- HLW – Conducted quarterly gas readings this past month and surveyed the ends along the SE Slope Stability project; do this monthly and record those results with the DNR quarterly to keep them informed.
- Doug talked to Terracon – they are waiting to hear from a concrete crusher so they can finalize their specs and design, then turning it over for internal review. HLW will start on their end once they hear back from Terracon, hopefully in the next week or so.

Operations Report – HHM, Recycling Center, Landfill

HHM Report – Jessica Moffitt

1. Discussed with Board HHM-VSQG Pricing for FY22

Lorenzen moved to approve the HHM-VSQG Pricing for FY22 to be presented to the Full Board for approval at the Annual Full Board Meeting in March 2022. Pedersen seconded. Motion carried unanimously.

Recycling Center – James McLaughlin

1. Cardboard at \$165.00/ton – down \$5/ton;
2. Currently have 6 employees’ – possibly looking to hire 2 more staff;
3. Forklift overheating – to be repaired.

Landfill Report – Nik Myers

1. Ground frozen so haven't had any big projects;
2. Short on staff;
3. Ford truck delivered to Lyle's Ford in Eagle Grove for repair;
4. Have mulched hundreds of telephone poles from the storm;
5. Learned scale attendant position - fill in as needed;
6. Spread available sand on liner.

COO Report – Mitzi Brunsvold

1. Presented and discussed FY23 Budget Draft with Board;
2. Annual Full Board Meeting will be March 15, 2022 at the Opera House;
3. Wayne Krug called about the lease; Attorney Hendricks is drafting a month-to-month lease; has reached out to Johnson Appraisal and Kesterson;
4. Appealed unemployment decision – have not heard back yet;
5. Scale attendant position at landfill;
6. Recycling center looking to hire one recycling worker;
7. Leachate issues – clog in line. Located all the cleanouts from the landfill, outside the fence line all the way to the man hole near the Waste Water Treatment. Al Price on-site today to potentially jet the first 1,000 ft we hoped the problem was, it was not there. Tomorrow will meet with HLW re-evaluate the plan, go from the Waste Water Treatment man hole area and work our back this way to find the clog. Myers stated he talked with Fabbro of the City - thinking the problem is between Coleman and the landfill or Coleman would be flooded.

CFO Report – Lori Lindstrom

1. Lorenzen moved to approve Resolution 2022-1 Resolution Depositing Unknown Cash Funds for the North Central IA Regional Solid Waste Agency. Halter seconded. Motion passed by roll-call vote of Adson, Bemrich, Bice, Bockelmann, Campbell, George, Graham, Halter, Lorenzen, Pedersen and Reiter.
2. Pedersen moved to approve Resolution 2022-2 Resolution Naming Depositories for the North Central IA Regional Solid Waste Agency. Bice seconded. Motion passed by roll-call vote of Adson, Bemrich, Bice, Bockelmann, Campbell, George, Graham, Halter, Lorenzen, Pedersen and Reiter.
3. Halter moved to approve the NCIRSWA Quarterly Assessment Fees due to the 2020 Census Results to be presented to the Full Board for approval at the Annual Full Board Meeting in March 2022. Lorenzen seconded. Motion passed by roll-call vote of Adson, Bemrich, Bice, Bockelmann, Campbell, George, Graham, Halter, Lorenzen, Pedersen and Reiter.

Halter moved to approve to go out for bid for new Cameras, Camera System and Security Alarm System for the Agency, to be itemized out to include system to be expandable and keyless card access. Pedersen seconded. Motion carried unanimously.

Legal Business –

1. Lorenzen moved to approve engagement letter for Colin Hendricks PLLC to represent the North Central IA Regional Solid Waste Agency. Bemrich seconded. Motion carried unanimously.

Other Business – Halter recommended to the Board that the Agency needs to receive civic training regarding their role as Board Members.

Public Questions – None.

Handbook Draft Workshop – No action item. Halter asked for the COO and CFO job description to be an approval item on the Agenda at the February board meeting.

Halter moved to approve going into Closed Session per Iowa Code Section 21.5(i)(i) to evaluate the professional competency of an individual(s) whose performance is being considered. Adson seconded. Motion passed by roll-call vote of Adson, Bemrich, Bice, Bockelmann, Campbell, George, Graham, Halter, Lorenzen, Pedersen and Reiter at 7:06 P.M.

Halter moved to approve returning to open session at 8:21 P.M. Lorenzen seconded. Motion carried unanimously.

The next regular meeting for the NCIRSWA will be held on February 15, 2022. Halter moved to adjourn. Lorenzen seconded. Motion carried unanimously at 8:25 P.M.

Mark Campbell
Chair

Lori Lindstrom
Secretary/Treasurer-CFO