

North Central IA Regional Solid Waste Agency

Minutes of Meeting
July 2017

The regular monthly meeting of the Executive Board was held on July 18, 2017 at the Regional Recycling Center, Fort Dodge, IA. Chairman Jeff Halter called the meeting to order at 5:30 P.M.

Members present: Ron Vincent – Barnum, Wally Lorenzen – Eagle Grove, Dale Graham – Ellsworth, Jeff Halter – Fort Dodge, Donna Bice – Fort Dodge, Travis Goedken – Humboldt, Rick Pedersen – Humboldt County, Donovan Adson – Vincent, Jerry Kloberdanz – Webster City and Mark Campbell – Webster County.

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

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

Lorenzen moved to approve the June 20, 2017 Meeting Minutes. Bice seconded. Motion carried unanimously.

HLW Engineering Group provided the Board an update regarding compliance services at the landfill: (1) On-site yesterday to collect gas readings which is something that is done quarterly; (2) did some resampling because we had some apparent hits in a couple of the monitoring wells; we had to verify those and it's pretty routine; (3) did some density tests on the barrier layer; (4) the site is in real good shape; (5) there is one leachate seep the staff is aware of and has documented; leachate seeps happen, and the DNR wants us to keep a log, which Anderson is doing; (6) the Consent Order that has been going on for a couple years, as of the end of last month, with the signing of the Access Easements to the monitoring wells that are off-site, the Consent Order is done and no longer a concern; (7) the barrier layer is showing high levels of leachate; the DNR is requiring a clay liner on about a 4 acre area; the landfill staff has gotten clay down on about one-third of it and has sand over a portion of that; we are doing density testing on it as they work on it; the certified sand is sent to the DNR for their blessing; (8) there are some hits on the monitoring wells (well #15, #17, #18 and #19), three of those wells have metal hits which the DNR considers this to be a statistically significant level, so we need to delineate the plume; every landfill has metals problems; Hunter said they will have some proposals and hard numbers for the Board at the August meeting. No action item.

Goedken moved to approve the modified Organizational Chart for the North Central IA Regional Solid Waste Agency reflecting that Lindstrom is the CFO and reports directly to the Board. Kloberdanz seconded. Motion carried unanimously.

Campbell moved to approve the Landfill Operation Manager's job description. Graham seconded. Motion carried unanimously. Anderson requested closed session at the August meeting to discuss pay rate.

Financial Report – Lindstrom informed the Board that she did receive a second opinion from the CPA firm that processes the Agency’s payroll. This CPA verified Lindstrom’s findings regarding last month’s landfill scale attendant’s 2 deposits being over-stated. Going forward, this CPA recommended setting up a new account called “Cash Drawer Overage” instead of using “Cash Drawer Shortage”. Lindstrom informed the Board that she will be correcting the prior month’s financial reports with that change. Pedersen moved to approve the Financial Reports for the month of June 2017. Lorenzen seconded. Motion carried unanimously.

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

Chairman’s/COO Report –

- a. Feser discussed with the Board the landfill OT for FY17. Feser suggested possibly changing the landfills hours to help eliminate landfill OT. The Board suggested that the landfill try to stager their shifts to help reduce OT before changing landfill hours. The Board requested that Feser bring back to the August meeting a spreadsheet reflecting landfill OT paid for FY18 to date.
- b. Feser updated the Board on safety meetings being held at the landfill, HHW, and recycling center. The Board requested that safety meetings be held every month on a routine schedule; documenting the topic(s) of discussion, signatures of employee’s attending, date, beginning and ending time of meeting; and a copy of the Safety Meeting Minutes provided to Lindstrom or the COO for filing.
- c. Feser updated the Board that on July 10, 2017 OSHA had an on-site visit regarding an employee complaint that they were exposed to toxic chemicals in the drinking water used to make Gatorade. The OSHA representative took a report and sampling of the water; it will take approximately two to three weeks before we hear anything. The Board emphasized the importance of safety to the employee’s and confirmed that they are provided bottled water, Gatorade and periodic short breaks to keep them working safe.
- d. Feser updated the Board on the recycling center office construction.
- e. Feser updated the Board on the recycling center ventilation; project should be completed tomorrow.

Campbell moved to approve the Chairman’s/COO Report. Adson seconded. Motion carried unanimously.

Other Business – Lindstrom informed the Board that a recycling employee, Ray Pickett, will be an employee of the Agency for 30 years on August 5th and that we are going to provide a cake and lunch for this employee and staff by taking donations from co-workers. Moffitt gave the Board an update regarding some rule revisions with the DNR, regarding updating the HHM/RCC permit once the Agency receives re-zoning approval from Webster County. Attorney Steve Kersten updated the Board that in August Webster County should be finalizing the re-zoning.

Public Questions or Comments – Krug asked why the Agency is re-zoning. Attorney Kersten informed Krug that the Agency is currently zoned Residential and will be changing to Industrial.

Campbell moved to go into Executive Closed session per Moffitt’s request of closed session per Iowa Code Section 21.5(i) to evaluate the professional competency of an employee whose performance is being considered. Lorenzen seconded. Motion carried unanimously at 7:07 PM.

Campbell moved to return to open session at 7:49 PM. Pedersen seconded. Motion carried unanimously.

Campbell moved to approve a salary pay increase for Moffitt to \$47,500 effective the July 23, 2017 payroll. Kloberdanz seconded. Motion carried unanimously.

Adson moved to go into Executive Closed session per Feser's request for closed session per Iowa Code Section 21.5(i) to evaluate the professional competency of an employee whose performance is being considered. Bice seconded. Motion carried unanimously at 7:52 PM.

Kloberdanz moved to return to open session at 8:16 PM. Pedersen seconded. Motion carried unanimously.

The next meeting for the NCIRSWA is August 15, 2017. Campbell moved to adjourn. Bice seconded. Motion carried unanimously at 8:17 PM.

Lori Lindstrom
Secretary/Treasurer

Jeff Feser
COO