

North Central IA Regional Solid Waste Agency

Minutes of Meeting

July 19, 2022

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

Roll Call - Members present: Wally Lorenzen – Eagle Grove, Dale Graham – Ellsworth, Rick Pedersen – Humboldt County, Cole Bockelmann – Humboldt, Dave George – Manson, Cameron Nelson – Fort Dodge, and Donovan Adson – Eagle Grove.

Also present were Attorney Colin Hendricks, Doug Luzbetak – HLW Engineering Group, Matt Cushman - Terracon, James McLaughlin – Recycling Center Operations Manager and others via Zoom.

Adson moved to approve Agenda. Pedersen seconded. Motion carried unanimously.

Nelson moved to approve the June 21, 2022 Minutes of Meeting. Graham seconded. Motion carried unanimously.

Accounts Payable Invoices – Lorenzen moved to approve the Accounts Payable invoices for the month of June 2022. Nelson seconded. Motion carried unanimously.

HLW Engineering Group – No action item.

- Quarterly explosive gas measurements required by DNR completed. Everything within limits.
- Monthly leachate head measurements for the DNR completed.
- Resample Monitoring Well #10A – Spring sampling had barium levels that were outside of the statistical limits. Do not have results yet.
- Working with Staff to improve the clean-outs of the force main from the pump station to the sanitary sewer. There is one spot at the corner of Gypsum Hollow and 22nd Ave. South where there are 2 elbows in the force main. In order to ensure a jet can get around the elbows we plan to expose and open the force main directly south of the recycling building along 22nd Ave. and run a jet back to the east to see if we can get around the corner. We don't want to plan any new clean-outs until we are sure we can get around that corner with a jet.
- Matt Cushman – Terracon – SE Slope Stability: Proposal shifted the rock trench further to the east (8-14 feet) by setting ground intercept line and what is considered the 500 year flood line of Gypsum Creek. This will help to reduce quantities of rock and backfill required. Shifting the rock trench to the east reduces the size of the Soil nail wall that will need to be installed. Soil nail retaining system – objective is to keep things in a stable position while there is a large excavation going on, so the failure doesn't move farther to the west. Goal to protect the existing boundary of the waste cells and the adjacent property. If there is slight movement during construction of the Gypsum Creek bank that is easily fixed. Plan to bid the project late this fall. That will allow the selected contractor to haul and stockpile rock all winter. Will be able to use different materials for backfill. The main rock layer needs to weigh 130 lbs./cubic foot. Can use materials like rock, granite, concrete, etc.

Discussion regarding going out for bid for approximately 6,500 – 7,000 tons of sand to cover the plastic liner on the landfill face as we are running out of room on the current garbage face. There is \$100,000 in the FY23 budget for sand purchase. Bid documents are prepared to go out for bid tomorrow, with a due date of August 1st. We have been paying about \$12.00/ton delivered for sand. That price would be in the range of \$80-\$84,000 for the amount of sand required. Due to how quickly we need to get the sand delivered, would like approval to start purchasing the sand immediately not to exceed \$90,000 so we don't need to wait until August meeting. Bockelmann motioned to approve going out for bid to purchase sand up to \$90,000 with a statement added to address the issue of moisture content. Nelson seconded. Motion carried unanimously.

Approval of Credit Card Policy. Kersten wrote the previous policy which we had Hendricks review. He suggested adding in the dollar limit; Bice stated it might be better to leave the dollar limit out of the policy so it does not need to be revised if the dollar limit would change in the future. The dollar limit would be changed by Board approval. The only change to the policy is changing the word “landfill” used throughout to “Agency” as it better represents what we are. The credit card would be used for all three sites as needed. The COO would be the only user of the credit card. Pedersen motioned to approve the revised Credit Card Policy; seconded by Lorenzen. Motion carried unanimously.

Operations Report – Landfill, HHM, Recycling Center

Landfill – Nik Myers

1. Culverts installed and road to new borrow area done.

2. Water truck has been on site since July 1 and being used daily.
3. USW staff contacted Nik – due to lower flow volumes from leachate our bill will be reduced.

HHM – Nik Myers

1. End of June shipments by Tradebe and A-Tec.
2. Contractors providing estimates for HVAC system – needs some work done.
3. Will be installing a safety railing around the mezzanine in HHM – using area for storage.
4. Ken and Jill sprayed the property with Round-up for weed control.
5. 9,500 lbs. of household type materials brought in; business 1,500+ lbs. brought in.

Recycling Center – James McLaughlin

1. Today we had the first quarterly shutdown for the RC. Decided to try this after closing for the day when the new lights were installed – this allowed staff to complete items that are difficult to complete when trucks are coming in and out of the facility all day. James had 16 items on the list; 10 of those were completed and the remainder will be worked on as time allows. We will continue to do this each quarter. Before and after pictures were shared.
2. Have installed a white board to list the weekly schedule and gather employees each morning to review the day's work.
3. Consolidated route list for our truck – eliminated some stops.
4. Put “No Fireworks” signs on the city roll-offs which reduced the contamination rates we were seeing.
5. Found a mechanic who could fix the window harness for the packer truck which has been broken for a couple months.
6. Card board at \$155/ton
7. Plastic at \$220/ton
8. Paper at \$155/ton.

COO Report – Donna Bice

1. Working on employee manual – will try to have draft for next meeting.
2. Everything is running pretty smoothly.

Chair Report – Mark Campbell

1. Agency structure of board changing due to 2020 census results; to meet with Lindstrom and Hendricks to review

Legal – Colin Hendricks

1. Executive Board discussion regarding 2020 Census – based on 28E Agreement the Executive Board and the Full Board votes are adjusted. A) Current Executive Board is 11 members; based on 2020 Census both Humboldt and Webster Counties should each lose one member. Every 10,000 residents of a geographic area equates to one board member. The intent is to send a letter to all full board members explaining to them how the Census impacts the number of board members and how a vote should be handled. The letter would be sent with the next quarterly assessment billing.

Other Business – None

Public Questions or Comments – None.

The next regular meeting for the NCIRSWA will be held on August 16, 2022. Adson moved to adjourn; Lorenzen seconded. Motion carried unanimously at 6:27 P.M.

Donna Bice
COO

Dave George
Vice-Chair