

North Central IA Regional Solid Waste Agency

Minutes of Meeting
November 2018

The regular monthly meeting of the Executive Board was held on November 20, 2018 at the Recycling Center, Fort Dodge, IA. Chairman Donovan Adson called the meeting to order at 5:30 P.M.

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

Also present were HLW Engineering Group, Rasch Construction, Lori Lindstrom-CFO, staff and visitors.

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

Lorenzen moved to approve the October 16, 2018 Meeting Minutes. Bice seconded. Motion carried unanimously.

Campbell moved to approve the annual lease renewal with Gypsum Ag Supply (formerly Quarry Services) in the amount of \$1,000 per month. Goedken seconded. Motion carried unanimously.

Campbell moved to approve request from Rasch Construction Inc. for extension on completion date for Phase 2 Expansion Project from November 30, 2018 to July 30, 2019 (due to the weather). Lorenzen seconded. Motion carried unanimously.

Kloberdanz moved to approve HLW Engineering Group Change Order No. 5 regarding stability improvements for leachate conveyance pipe for the Phase 2 Expansion Project of the North Central IA Regional Solid Waste Agency in the amount of \$20,124. Bice seconded. Motion carried unanimously.

Goedken moved to approve HLW Engineering Group Pay Request No. 5 to Rasch Construction, Inc. in the amount of \$65,147.75 regarding the Phase 2 Expansion Project. Campbell seconded. Motion carried unanimously.

HLW Engineering Group provided an update regarding Phase 2 Expansion Project – no action item.

No motion and no action taken on Item #9.

Campbell moved to approve CD rollover at Northwest Bank (matures November 30, 2018) for 14 months at 2.35% annual percentage yield. Goedken seconded. Motion carried unanimously.

Financial Report – Campbell moved to approve the Financial Reports for the month of October 2018. Bice seconded. Motion carried unanimously.

Accounts Payable Invoices – Bice moved to approve the Accounts Payable invoices for the month of October 2018. Kloberdanz seconded. Motion carried unanimously.

Campbell moved to approve the hiring committee to negotiate an offer to David Rydl, not to exceed \$120,000; requesting they look into his current salary and maybe start at that. Executive Board to approve offer. Lorenzen seconded. Motion carried unanimously with roll call vote.

Chairman's/Operation Manager's Report –

1. Adson stated that he and Campbell came out to the landfill to visit with Anderson on some items, including sale of old vehicles and hydro seeder; met with Lindstrom and State Auditors for the exit interview on the FY18 audit; conversations with Kersten regarding Board issues; and visited with employees.
2. Anderson – safety meeting was on being aware of your surroundings; looking into roll-offs with tarps instead of a convenience center at the landfill.
3. Moffitt – to have safety meeting tomorrow; Moffitt and Grove attended annual RCC meeting a couple of weeks ago in DSM with the DNR- have made updates for this site, such as will switch from a “permit to operate” to a “license to operate” which will be easier for renewal every 5 years. Moffitt asked Board if they want the Chairman's name or the title of “Chairman” included without a name (to include Agency's phone number); Board said to use the title of Chairman. Will need to make changes to the Operation Plan.
4. Slinker – safety meeting was on drowsy driving; Van's is current with picking up single stream; met with Tony the Environmental Coordinator with CJ Bio regarding super sack we've been baling for them; since April 2018, the recycling center has done 23 tons of super sacks, diverting them from the landfill; looking into dust control in the recycling center warehouse.

Kloberdanz moved to approve the Chairman's/Operation Manager's Report. Graham seconded. Motion carried unanimously.

CFO's Report –

1. Lindstrom updated the Board that the State Auditors were in-house the week of October 29th thru November 2, 2018 and felt that it was a smooth audit; Bice came on-site for the entrance interview and Adson for the exit interview.
2. Lindstrom discussed the proposed “draft” FY20 budget with the Board. There will be changes now that the new cell will not be complete until FY20 – the current draft does not reflect anything for the new cell because it was to be completed in FY19; Lindstrom requested from HLW Engineering a projected amount that will be paid to Rasch Construction in FY20; convenience center to be reduced; Anderson explained two new expenditures “drainage layer” and “erosion control”.
3. Lindstrom discussed with Board holding the Executive and Full Board meetings on Tuesday, January 22, 2019 – that date works.
4. Lindstrom informed the Board that Scott with IMWCA will be doing an on-site visit on December 5, 2018.

Lorenzen moved to approve the CFO's Report. Schuttler seconded. Motion carried unanimously.

Other Business – None.

Public Questions or Comments – None.

The next meeting for the NCIRSWA will be held on December 18, 2018. Goedken moved to adjourn. Kloberdanz seconded. Motion carried unanimously at 7:00 PM.

Lori Lindstrom
Secretary/Treasurer

Donovan Adson
Chairman