

North Central IA Regional Solid Waste Agency

Minutes of Meeting
November 15, 2022

The regular monthly meeting of the Executive Board was held on November 15, 2022 at the Recycling Center, Fort Dodge, IA. Chair Mark Campbell called the meeting to order at 5:30 P.M.

Roll Call - Members present: Wally Lorenzen – Eagle Grove, Terry Klaver – Ellsworth, David Fierke – Fort Dodge, Jamie Bemrich – Fort Dodge, Cameron Nelson – Fort Dodge, Cole Bockelmann – Humboldt, Rick Pedersen – Humboldt County, Dave George – Manson, Donovan Adson – Vincent and Mark Campbell – Webster County.

Also present were Attorney Colin Hendricks, Doug Luzbetak – HLW Engineering Group, Matthew Cushman – Terracon, Donna Bice – COO, Lori Lindstrom – Sec/Treasurer-CFO, Nik Myers – Landfill Operations Manager and James McLaughlin – Recycling Center Operations Manager.

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

George moved to approve the October 18, 2022 Minutes of Meeting. Klaver seconded. Motion carried unanimously.

5:33 PM Public Hearing open – Proposed plans, specifications, form of contract, and estimate of cost for the Landfill Slope Stability Project

5:34 PM Public Hearing closed

4(a) Adson moved to approve Resolution 2022-9 approving plans, specifications, form of contract, and opinion of probable cost for the SE Slope Stability Project. Nelson seconded. Motion carried with roll-call vote of Lorenzen-Eagle Grove, Klaver-Ellsworth, Fierke-Fort Dodge, Bemrich-Fort Dodge, Nelson-Fort Dodge, Bockelmann-Humboldt, Pedersen-Humboldt County, George-Manson, Adson-Vincent and Campbell-Webster County.

4(b) George moved to table Resolution 2022-10 Accepting Bid/Awarding Contract for the SE Slope Stability Project. Adson seconded.

Accounts Payable – Adson moved to approve the Accounts Payable invoices for the month of October 2022. George seconded. Motion carried unanimously.

Pedersen moved to approve FY22 Auditor of State Estimate \$9,450.00. Lorenzen seconded. Motion carried unanimously.

HLW Engineering Group – No action item.

1. Completed the pin survey on the SE Slope Stability project to monitor its movement: submitted to the DNR.
2. Drainage layer certification completed.
3. Submitted documentation for a second burn area for staff to use for material for the barrow – should have a revised permit tomorrow.

Operations Report – Landfill, HHM, Recycling Center

Recycling Center – James McLaughlin

1. Material prices are the same from last board meeting; plastic at \$160/ton, cardboard at \$55/ton and paper at \$130/ton.
2. Cardboard mills currently are not accepting material but the Agency's vendor is helping us move material.
3. RC is down one employee.

HHM – Nik Myers

1. Call to Recycle – to start taking all batteries.
2. A gentleman named Kenworth is going to start taking all used oil; have to separate cooking oil from used oil. Will save Agency from shipping out oil.

Landfill – Nik Myers

1. All operations going good.

2. All machines are up-to-date.
3. Talked with Nik at Iowa Demolition regarding hauling block and brick to the landfill for free – can use for roads and ADC.

COO Report – Donna Bice

1. Holiday Hours – part of landfill staff will work on Christmas Eve and the other staff will work on New Year’s Eve, banking 4 holiday hours. Landfill will be closed Sunday, December 25th and Monday, December 26, 2022.
2. January board meeting – leave date open in case the Agency needs to hold a special meeting.
3. Employee manual draft to be sent out before the end-of-the-month for review.

CFO Report – Lori Lindstrom

1. FY22 State Audit December 12th thru December 22, 2022.
2. FY22 Payroll/WC Audit complete; Agency to receive a refund check in the amount of \$3,709.
3. Fuel Policy – fuel policy in place, cards issued to staff, policy paperwork signed.
4. Agency has a CD at Northwest Bank that matures on 12/06/2022. Because the Agency will not have a board meeting prior to this date, and with rates changing between now and then, the Chair and Vice Chair will be presented with options to rollover or reinvest at this time with the board being updated at the January 2023 board meeting.

Legal – Colin Hendricks

Other Business – None.

Public Questions or Comments – None.

The next regular meeting for the NCIRSWA will be held in the month of January 2023; date undecided at this time. Adson moved to adjourn. Nelson seconded. Motion carried unanimously at 5:59 P.M.

Lori Lindstrom
Secretary/Treasurer-CFO

Donna Bice
COO