

North Central IA Regional Solid Waste Agency

Minutes of Meeting

October 2016

The regular monthly meeting of the Executive Board was held on October 18, 2016 at the Regional Recycling Center, Fort Dodge, IA. Chairman Mark Campbell called the meeting to order at 5:30 P.M.

Members present: Troy Hassebrock – Blairsburg, Dale Graham – Ellsworth, David Fierke – Fort Dodge, Jeff Halter – Fort Dodge, Tony Trotter – Fort Dodge, Rick Pedersen – Humboldt County, Donovan Adson - Vincent and Mark Campbell – Webster County.

Also present were HLW Engineering, staff and visitors.

Trotter moved to approve the Agenda. Fierke seconded. Motion carried unanimously.

Pedersen moved to approve the September 20, 2016 Meeting Minutes. Adson seconded. Motion carried unanimously.

Trotter moved to approve WWA Architects Pay Request No. 6 to Kolacia Construction Inc. in the amount of \$95,982.86 regarding the Household Hazardous Waste Regional Collection Center project, with WWA Architects to reissue said Pay Request for this amount because Pay Request No. 6 is not 100% complete. Halter seconded. Motion carried unanimously.

Trotter moved to approve WWA Architects Pay Request No. 7 to Kolacia Construction Inc. in the amount of \$4,629.35 regarding the Household Hazardous Waste Regional Collection Center project, with WWA Architects to reissue said Pay Request for this amount because Pay Request No. 7 is not 100% complete. Pedersen seconded. Motion carried unanimously.

HLW Engineering Group gave a “Compliance Update” regarding the permit compliance and status of items on the Consent Order, as follows: closure caps essentially done, but still needs to be seeded, which Anderson is working on; the HHW/RCC facility needs to be operational by December 31, 2016; there will need to be a final report submitted, which basically will go through each item on the Consent Order and state that it’s complete, and when it was complete. Monitoring well number 21 has been damaged; it will be abandoned and replaced in the next two weeks; then all of the wells will be operational at that point. Litter needs to get picked up. The area that was constructed by a contractor this summer has been seeded, which was finished this week. Everything else in the permit compliance looks good.

Fierke moved to approve the subcommittee’s COO job description, with the following changes: Knowledge and safe operation of all types of heavy equipment; addition of environmental compliance officer regarding HLW Engineering Group; and resumes will be accepted through November 4, 2016. Halter seconded. Motion carried unanimously.

Halter moved to approve the subcommittee’s HHW/RCC Operations Manager job description, with the following changes: amending salary range to \$45,000 - \$60,000, dependent upon experience and qualifications; and resumes will be accepted through November 4, 2016. Hassebrock seconded. Motion carried unanimously.

Item number 9 tabled to November 2016 Executive Board Meeting.

Hassebrock moved to approve revisions to the HHW/RCC permit application required by the DNR. Trotter seconded. Motion carried unanimously.

Item number 11 tabled – did not receive quote.

Financial Report – Hassebrock moved to approve the Financial Reports for the month of September 2016. Halter seconded. Motion carried unanimously.

Accounts Payable Invoices – Trotter moved to approve the Accounts Payable invoices for the month of September 2016. Halter seconded. Motion carried unanimously.

Chairman's Report –

- a. Campbell updated the Board on the HHW/RCC facility completion status.
- b. Campbell discussed with the Board having the Webster County Health Dept. represent the Agency regarding promoting and educating recycling to students, and the fee for this service.
- c. Lindstrom informed the Board on the status of the NCIRSWA Quarterly Buy-In's for Hamilton County and the City of Stratford, stating that the current quarter (Oct-Dec 2016) will be the final quarter invoiced at the full quarterly amount; in January 2017, the total amount to be invoiced will be \$744.73 and at that point, they no longer will have a Buy-In with the Agency, and will be fully vested.
- d. Campbell informed the Board that a draft FY18 budget will be on the November Agenda.
- e. Monthly Worker's comp update - not available this month because of switching insurance agents.
- f. Campbell informed the Board that the State Auditors were in-house during the month of September for the FY16 audit, and that it went very well.
- g. Campbell informed the Board that the Agency is looking for a landfill groundskeeper and that the job is posted through Iowa Workforce Development.
- h. Campbell discussed with the Board having a hiring committee for the COO and HHW/RCC Operations Manager positions – committee to consist of Campbell, Fierke, Halter and Adson.

Halter moved to approve the Chairman's Report. Hassebrock seconded. Motion carried unanimously.

Other Business – Halter recommended for the Board to consider a membership at the Fort Dodge Growth Alliance. Halter stated that he attended a meeting earlier this evening for the Fort Dodge Growth Image Committee, which helps improve the image of the City and surrounding areas. Halter informed the Fort Dodge Growth Image Committee of upcoming changes with the Agency, such as the HHW/RCC facility and changes with our recycling program. Halter feels the Agency could use the Fort Dodge Growth Alliance as a tool to help promote our growth and changes through their program, and that it could be a great working relationship.

Public Questions or Comments – A public guest asked about the training for the HHW/RCC facility and Anderson stated that it's the 24 hour HAZWOPER that is required and the Agency will provide for that training.

The next meeting for the NCIRSWA is November 15, 2016. Trotter moved to adjourn. Halter seconded. Motion carried unanimously at 6:37 P.M.

Lori Lindstrom
Secretary/Treasurer

Mark Campbell
Chairman