

North Central IA Regional Solid Waste Agency

Minutes of Meeting
October 2020

The regular monthly meeting of the Executive Board was held on October 20, 2020 at the Fort Dodge Growth Alliance Building, 24 North 9th Street, Fort Dodge, IA. Due to COVID-19, public can join the meeting via Zoom. Chair Donna Bice called the meeting to order at 5:40 P.M.

Members present: Wally Lorenzen – Eagle Grove (FDGA), Dale Graham – Ellsworth (FDGA), Donna Bice – Fort Dodge (FDGA), Jamie Bemrich – Fort Dodge (FDGA), Rick Pedersen – Humboldt County (FDGA), Travis Goedken – Humboldt (FDGA), Dave George – Manson (FDGA), Donovan Adson – Vincent (FDGA), Jerry Kloberdanz – Webster City (FDGA) and Mark Campbell – Webster County (FDGA).

Also present were Attorney Steve Kersten (FDGA), Glenn Hunter – HLW Engineering Group (FDGA), Brian Weiner and Matthew Cushman – Terracon (Zoom), Mitzi Brunsvold - COO (FDGA), Lori Lindstrom – CFO (FDGA), Jessica Moffitt HHM Operation Manager (FDGA), and staff Grove (Zoom) and Johnson (Zoom).

Bice addressed the Executive Board regarding an amendment to Agenda to add approval of Administrative Assistant Job Description, before COO Report. Kloberdanz moved to approve the Agenda. Campbell seconded. Motion carried unanimously.

Campbell moved to approve the September 15, 2020 Minutes of Meeting. Adson questioned the time recorded for him leaving the meeting at 7:25PM; Lindstrom said the time was verified on the lobby camera. Pedersen seconded. Motion carried unanimously.

Accounts Payable Invoices – Bemrich moved to approve the Accounts Payable invoices for the month of September 2020. Goedken seconded. Motion carried unanimously.

Financial Reports – Campbell moved to approve the Financial Reports for the month of September 2020. George seconded. Motion carried unanimously.

HLW Engineering Group – Hunter provided the Board with an update on the Slope Stability Design – Terracon. No action item.

Brunsvold reviewed with the Board the Capital Improvement Plan draft. No action item.

Campbell moved to approve the Administrative Assistant Job Description. Goedken seconded. Motion carried unanimously.

COO Report –

1. Brunsvold informed the Board of the IMWCA Annual Report.
2. Brunsvold updated the Board on the results of the DNR Inspection.

Operations Reports -

1. Landfill – Brunsvold informed the Board that Anderson resigned October 9, 2020. No interest from staff regarding this landfill opening. Brunsvold reached out to equipment dealers regarding quotes for preventative maintenance on landfill equipment.
2. Recycling Center – No update.
3. HHM – Moffitt updated the Board regarding the Eagle Grove Mobile Event in September; good turn-out.

CFO's Report –

1. Lindstrom informed the Board the Agency will receive a refund in the amount of \$6,335 regarding the results of the FY20 Worker's Comp Payroll Audit.
2. Lindstrom informed the Board the FY20 audit is scheduled from December 16th – 22nd and will be remote. Agency received estimate for FY20 audit in the amount of \$6,975. To be an approval item at the November meeting.

Legal Matters –

Kersten provided the Board an update regarding the 28E Agreement Draft.

Other Business – Graham stated he was disappointed the Board was not made aware of Anderson resigning prior to tonight's meeting. Brunsvold said Anderson was to inform the Board himself, but did not.

Public Questions or Comments – None.

The next regular meeting for the NCIRSWA will be held on November 17, 2020. Campbell moved to adjourn. Kloberdanz seconded. Motion carried unanimously at 6:48 P.M.

Lori Lindstrom
Secretary/Treasurer-CFO

Mitzi Brunsvold
COO