

North Central IA Regional Solid Waste Agency

Minutes of Meeting
September 2020

The regular monthly meeting of the Executive Board was held on September 15, 2020 at the Recycling Center, Fort Dodge, IA. Due to COVID-19, the meeting was available on-site (RC) and via Zoom for board members and staff. Chair Donna Bice called the meeting to order at 5:40 P.M.

Members present: Wally Lorenzen – Eagle Grove (RC), Dale Graham – Ellsworth (RC), Donna Bice – Fort Dodge (RC), Rick Pedersen – Humboldt County (Zoom), Travis Goedken – Humboldt (Zoom), Dave George – Manson (RC) arrived at 6:04 P.M., Donovan Adson – Vincent (RC) left at 7:25 P.M., Jerry Kloberdanz – Webster City (RC) and Mark Campbell – Webster County (Zoom).

Also present were Attorney Steve Kersten (Zoom), Doug Luzbetak – HLW Engineering Group (Zoom), Mitzi Brunsvold - COO (RC), Lori Lindstrom – CFO (RC), Rob Anderson Landfill Operations Manager (Zoom), Jessica Moffitt HHM Operation Manager (RC), public and staff Grove and Johnson (Zoom).

Bice addressed the Executive Board to add Closed Session for tonight’s meeting based on Iowa Code Section 21.5(1) (c) to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where it’s disclosure would be likely to prejudice or disadvantage of the governmental body in that litigation. Goedken moved to approve the Agenda. Campbell seconded. Motion carried by roll call vote.

Kloberdanz moved to approve the August 18, 2020 Minutes of Meeting. Graham seconded. Motion carried by roll call vote.

Accounts Payable Invoices – Goedken moved to approve the Accounts Payable invoices for the month of August 2020. Lorenzen seconded. Motion carried by roll call vote.

Financial Reports – Goedken moved to approve the Financial Reports for the month of August 2020. Kloberdanz seconded. Motion carried by roll call vote.

Campbell moved to approve not to go out for FY20 Financial Audit RFP and continue with the Auditor of State. Lorenzen seconded. Motion carried by roll call vote.

HLW Engineering Group – Informed the Board they do not have a final analysis from Terracon. Terracon informed HLW Engineering they are still working on it. Kersten to review contract between the Agency and Terracon. No action item.

Brunsvold reviewed the FY22 Budget Draft with the Executive Board.

COO Report –

1. Brunsvold informed the Board of the ICAP visit on August 19, 2020. Agency has 60 days to write a response to the following:
 - a. Move diesel fuel tank and dispensing equipment to location outside of the recycling building;
 - b. Inspect suspended tube heating in the recycling building. Orres & Gailey have been contacted and are working on a quote.

2. Brunsvold informed the Board that the information has been sent out for the annual meeting; some by email and some by hard copy. The Annual Board Meeting will be held on October 20th at the Frontier Opera House with the Executive Board Meeting at 5:30 P.M. and the Full Board Meeting at 7:00 P.M.
3. Brunsvold informed the Board the Comp Plan has been mailed. The Agency's average diversion went up. Effective July 1, 2020 the Agency will remit \$2.10 to the DNR and \$1.55 will go to retainage.

Operations Reports -

1. Landfill – Anderson had no update for the Board. Brunsvold informed the Board the scale house was without power until 11:00 A.M. this morning; had to do with a wire between the scale house and maintenance shed. Baker Electric was able to get the power restored.
2. Recycling Center – The material is getting moved. The current price is at \$60/ton.
3. HHM – Brunsvold informed the Board of a mobile event held in Ottosen last weekend, nobody showed up. Brunsvold informed the Board of an upcoming mobile event in Eagle Grove on Saturday. Moffitt discussed the VSQG Price List for the budget.

CFO's Report –

1. Lindstrom informed the Board she is working on FY20 audit preparation.
2. Lindstrom informed the Board she had an exit interview regarding the FY20 workers comp payroll audit. Agency has not received results.

Legal Matters –

1. Kersten discussed with the Board the 28E Agreement Draft;
2. Kersten discussed with the Board changing or leaving the FY as is;
3. Brunsvold discussed with the Board why the Annual Full Board meeting was changed to October instead of March or April. Brunsvold does not agree with the month of October.

Other Business – None.

Public Questions or Comments – None.

Bice stated per Iowa Code Section 21.5(1) (c) to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where it's disclosure would be likely to prejudice or disadvantage of the governmental body in that litigation. Lorenzen moved to go into Closed Session. Kloberdanz seconded. Motion carried by roll call vote at 7:17 P.M.

Kloberdanz moved to return to open session at 7:35 P.M. Lorenzen seconded. Motion carried by roll call vote.

The next regular meeting for the NCIRSWA will be held on October 20, 2020. Lorenzen moved to adjourn. Campbell seconded. Motion carried by roll call vote at 7:35 P.M.

Lori Lindstrom
Secretary/Treasurer-CFO

Mitzi Brunsvold
COO