

North Central IA Regional Solid Waste Agency
Minutes of Meeting
March 4, 2025

Due to not having a quorum for the regular February 18, 2025 monthly meeting of the Executive Board, the rescheduled Board meeting was held on Tuesday, March 4, 2025 at the Recycling Center, Fort Dodge, IA. The meeting was available on-site and Zoom. Chair Cole Bockelmann called the meeting to order at 5:30 P.M.

5:00 PM – Public Hearing regarding the Update IX to the Comp Plan

Roll Call - Members present: Travis Clark – Blairsburg (Zoom), Wally Lorenzen – Eagle Grove, David Fierke (Zoom), Jack Kersten – Fort Dodge, Megan Secor – Fort Dodge, Cole Bockelmann – Humboldt, and John Cochrane – Webster County.

Also present were Todd Whipple – HLW Engineering Group, Mark Campbell – COO/HR Director, Lori Lindstrom – Secretary/Treasurer-CFO, Jason Potts – Landfill Operations Manager (Zoom), Lindsey Warren – Recycling Center Operations Manager (Zoom).

Secor moved to approve the Agenda. Kersten seconded. Motion carried unanimously.

Secor moved to approve the January 22, 2025 Minutes of Meeting. Kersten seconded. Motion carried unanimously.

Kersten moved to approve the Consent Agenda including: January 2025 Meeting Minutes; January 31, 2025 Financials; January 31, 2025 Payables; purchase of heaters for recycling center – Riley Armstrong estimate of \$39,302.30; purchase of Cody phone system and 5-year Agreement. Lorenzen seconded. Motion carried unanimously.

Cochrane moved to approve wage increase for current employees at \$16.48 to \$17.00; Jason Potts to receive retro pay for Hazwoper training a couple of years ago in the amount of \$4,640. Potts did not receive the \$1.00/hour rate increase for training. Potts to receive \$1/hour for Hazwoper training. Proposed pay rates effective going forward on payroll and pay steps for the Recycling Center. Secor seconded. Motion carried unanimously.

Kersten moved to approve Uniform Proposal, going with Best-Co. Secor seconded. Motion carried unanimously.

Safety Training – IMWCA Meeting – Mark Campbell

- a. Learn Program
- b. Monthly Training/Safety
- c. MOD Increase

SCS Engineers Update

1. Bid opening March 13, 2025
2. Pre-construction meeting held February 25, 2025

HLW Engineering Group – Todd Whipple

- a. 2024 Annual Water Quality Report submitted February 25th to the DNR
- b. Working on Comprehensive Plan Update that comes around every five (5) years
- c. Permit Compliance Agreement
- d. Lorenzen moved to approve Pay Request #5 – Final for the Phase 3 Expansion Project, for the release of the 5% retainage for this project in the amount of \$111,078.62. Cochrane seconded. Motion carried unanimously.

Cans/Pop/Beer

1. Recycling Center to give funds to CFO for deposit
2. Landfill – donates cans to Almost Home
3. HHM – take their own cans home

Budget Update

- a. Steps
- b. Capital Improvement
- c. Proposed Tipping Fee Increase \$1.00/ton – Full Board
- d. Box Cleaning \$25 to \$35 – Full Board

- e. Proposed 3% wage increase for staff

Operations Report –

Recycling Center – Lindsey Warren

- a. Employees working hard to get back up and running to as normal operations as possible

Landfill – Jason Potts

- a. Things are going great
- b. Update on equipment repairs

HHM – Jason Potts

- a. Received supplies for free that should last up to 5 years

CFO Report – Lori Lindstrom

- a. Lorenzen moved to approve Resolution 2025-2 to Authorize Check Signatures, Financial Documents and Financial Transaction Signatures for the North Central IA Regional Solid Waste Agency. Cochrane seconded. Motion passed by roll call vote of Cole Bockelmann, David Fierke, Jack Kersten, John Cochrane, Megan Secor, Travis Clark and Wally Lorenzen
- b. Secor moved to approve Resolution 2025-3 Naming Depositories for the North Central IA Regional Solid Waste Agency. Kersten seconded. Motion passed by roll call vote of Cole Bockelmann, David Fierke, Jack Kersten, John Cochrane, Megan Secor, Travis Clark and Wally Lorenzen
 - a. Lindstrom explained that the Agency will be switching to Clover for credit card services at First Interstate Bank, which will fall under First Interstate Bank on this Resolution
- c. FY24 State Audit – Field audit March 10th – March 21st
 - a. Agency requested extension for FY24 Financial Assurance which is due March 31, 2025
 - b. Auditor of State granted extension to June 30, 2025
 - c. DNR granted Financial Assurance extension to HLW Engineering until July 31, 2025
- d. Lindstrom will not be in attendance at the Executive or Full Board Meetings on March 18th due to state audit

COO Update – Mark Campbell

- a. Individual email addresses
- b. Electronic maintenance logs
- c. Heat in Recycling Center
- d. Tech in conference room
- e. Toured Carroll County Recycling Center
- f. Laramar Ballroom – March 18th meetings
 - i. Executive Board Meeting to be held at 5:30pm
 - ii. Full Board Meeting to be held at 6:00pm
 - iii. HHM, Landfill and Recycling Center to give presentations
 - iv. HHM Trailer and Packer Truck will be on-site
- g. Agency closed tomorrow for blizzard – posted on Facebook and radio
- h. Equipment listing for sale
- i. Gained access to Facebook account

Public Questions or Comments – None.

The next regular meeting for the NCIRSWA will be held on March 18, 2025. Lorenzen moved to adjourn. Kersten seconded. Motion carried unanimously at 6:04 P.M.

Lori Lindstrom
Sec/Treasurer-CFO

Mark Campbell
COO