



NORTHEAST INDIANA SOLID WASTE MANAGEMENT DISTRICT

*Serving DeKalb, LaGrange, Noble and Steuben Counties
2320 W 800 S. P.O. Box 370 Ashley, IN 46705-0370 • (260) 587-3063 • Fax (260) 587-3523*

www.niswmd.org

PUBLIC NOTICE NORTHEAST INDIANA SOLID WASTE MANAGEMENT DISTRICT BOARD OF DIRECTORS DISTRICT OFFICE

**Tuesday, April 8, 2008
6:30 P.M.**

Agenda

- ⇒ 6:30 p.m. Call to Order
- ⇒ 6:32 p.m. Minutes of March 11, 2008
- ⇒ 6:35 p.m. Registry of Claims/ Treasurer's Report
- ⇒ 6:45 p.m. Executive Committee Report
 - Programs & Operations Update
 - Legislative Issues
- ⇒ 7:00 p.m. Annual Plan of Operation, SWOT Analysis
- ⇒ 7:20 p.m. Other Items Pending
- ⇒ 7:25 p.m. Public Comment
- ⇒ 7:30 p.m. Adjourn



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Northeast Indiana Solid Waste Management District Board of Directors Meeting Minutes April 8, 2008

The Northeast Indiana Solid Waste Management District Board of Directors meeting began April 8, 2008 at 6:40 P.M. Mark Pankop, President, presided with a **quorum present**.

BOARD MEMBERS PRESENT: Don Kaufman, Mayor Norm Yoder, Phil Curtis, Mark Pankop, Mayor Suzanne Handshoe, Ron Smith and Mayor Richard Hickman

BOARD MEMBERS ABSENT: Don VanWye, Mayor David Wiant, Fred Brown, Terry Helmer, Yvonne Eash, Don Moore, Mayor Patty Fisel, Sara Tubergen and Loretta Smart

CAC PRESENT: Colleen Hake Boyd

DISTRICT ATTORNEY: Andrew Kruse

DISTRICT ENGINEER: Not Present

DISTRICT CONTROLLER: Not Present

PUBLIC PRESENT: None

STAFF PRESENT: Steve Christman, Jennifer Franz and Linda Zirkle

MINUTES: Don Kaufman would like to correct the March 11, 2008 Board of Directors minutes to read Chuck Ort attended the meeting as a proxy in his absence. **ACTION ITEM #1 – Mayor Richard Hickman made a motion to approve the minutes of the March 11, 2008 Board of Directors meeting, as corrected. Motion seconded by Mayor Suzanne Handshoe. Motion carried. 7 yeas, 0 nays**

TREASURER’S REPORT AND REGISTRY OF CLAIMS: Treasurer’s Report and Registry of Claims were reviewed for April 8, 2008. **ACTION ITEM #2 – A motion was made by Mayor Norm Yoder to approve the Treasurer’s Report and the Registry of Claims for April 8, 2008. Motion seconded by Don Kaufman. Motion carried. 7 yeas, 0 nays**

Executive Committee Report

Programs & Operations Update – The District has wireless internet service and the phone line used for the internet is no longer needed; dropping this phone line should be a savings of about \$330.00 a year.

The Ligtel parking lot on US 6 in Ligonier is the new Ligonier Recycling Drop-Off site. Fencing is being installed to contain potential blowing material. The Ligonier Mayor and the Police Department will help to monitor the location to help prevent abuse and open dumping. The units should be moved to this new location sometime in the next few weeks.

The second Auburn location is in the final stages and will be located at SR 8 and CR 35. National Oil and Gas out of Bluffton owns the property. The District will list the owner as additional insured and draft an agreement for both parties to sign as is routine in these cases.

The compost lots will be open on April 14, 2008. A staff meeting is scheduled to discuss a Saturday morning in April to load and sell (\$5.00 per cubic yard) screened compost from the District office and the DeKalb compost lot.

The Household Hazardous Waste Program opens for the season on April 18, 2008 and ends on November 14, 2008. The program is available to the public Friday morning from 8:00 am to noon.

Legislative Issues – Property taxes remain the focus for local governments. Late disbursements continue to impact district budget and operations. Longer term impacts are expected as well from newly passed legislation.

Annual Plan of Operation, SWOT Analysis – Staff conducted an exercise in Strengths, Weakness, Opportunities and Treats (SWOT) analysis. This will help the District to prepare the Annual Plan of Operation (APO). The slide presentation of the APO was given for those not present last month. The District solid waste plan written in 1990 support the twelve objectives for the selected solid waste management strategy listed in the APO and is very applicable today.

The Board had a very good and productive discussion using the SWOT exercise that will be used by District staff to build the draft APO to set goals for the Strategic Management Plan (SMP).

Strengths

- Efficiency
- User Fees
- Equipment Maintenance Efficient Operation
- Clean Operation
- Education at School Level
- Communication with Municipalities
- Experienced Personnel with Track Record

Weakness

- Lack of Education for Hispanic Population
- Working with 4-H, Lions & Service Organizations
- City & Towns communications shortfall
- Adult Education PR
- Surveillance at drop-off sites
- Final Disposal
- Fenced and Manned Sites

Opportunities

- User Fees
- Adult Education PR
- Surveillance
- Visit Other State Multi County Districts for Ideas
- Recycling Award Incentives (Drop-Off & Business)
- Involve Local Elected State Officials in the District
- Tighter control of Board and Drop-Off Sites

Threats

- Theft of recycling material
- Funding
- Apathy among Board members
- State Legislature
- Federal & State Mandates Unfunded
- Market Place Competition
- State Officials Misunderstanding of Board Makeup

The drainage problem at the back of the District property is still not resolved and Andrew Kruse, Legal Counsel, will continue to follow-up with Larry Gilbert, Steuben County Surveyor.

Other Items Pending – None

Public Comment – Colleen Hake Boyd has a couple of magazine articles she would be happy to share pertaining to Alternative Fuel and E-Waste.

Adjourn – ACTION ITEM #3 – A motion was made by Phil Curtis to adjourn at 7:50 P.M. Motion seconded by Mayor Richard Hickman. Meeting adjourned.