



**NORTHEAST INDIANA
SOLID WASTE MANAGEMENT DISTRICT**

Serving DeKalb, LaGrange, Noble and Steuben Counties
2320 W 800 S, PO Box 370 Ashley, IN 46705-0370

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PUBLIC NOTICE

NORTHEAST INDIANA

SOLID WASTE MANAGEMENT DISTRICT

JOINT BOARD OF DIRECTORS & CITIZENS ADVISORY COMMITTEE

DISTRICT OFFICE

Tuesday, December 13, 2005

6:30 PM

Agenda

- ⇒ 5:30 p.m. Christmas Buffet
- ⇒ 6:30 p.m. Call to Order
- ⇒ 6:32 p.m. Minutes of November 8, 2005
- ⇒ 6:35 p.m. Registry of Claims/Treasurer's Report
- ⇒ 6:40 p.m. FY2006 Budget Issues – Randy Tilbury, CPA/Controller
 - Encumbrances/Transfers
 - Form 4 Worksheet
 - Projected Revenue vs. Budget
- ⇒ 6:50 p.m. Executive Committee Report
 - 2006 Meeting, Holiday, Claims Schedules
 - Election of Officers for 2006
 - Economic Development Issues
- ⇒ 7:05 p.m. Director's Report:
 - Recycling Drop-off Contract – Rate Discussion
 - Electronic Fee Resolution Report
 - Looking ahead to January 2006
- ⇒ 7:15 p.m. Legislative Report
- ⇒ 7:20 p.m. CAC Report
- ⇒ 7:25 p.m. Other Items Pending
- ⇒ 7:30 p.m. Adjourn



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Northeast Indiana Solid Waste Management District Joint Board of Directors and Citizens Advisory Committee Meeting December 13, 2005

The Northeast Indiana Solid Waste Management District joint Board of Directors and Citizens Advisory Committee meeting began December 13, 2005 at 6:35 p.m. Harold Gingerich President presided. Harold Gingerich thanked Chris Himes, Recycling Works, Inc. for providing a Christmas Buffet for the Board of Directors, Citizens Advisory Committee and all District staff.

BOARD MEMBERS PRESENT: Connie Miles, Donald VanWye, Roger Boots, Phil Curtis, Harold Gingerich, Mark Pankop, Jack Herendeen, Harold Uhl, F. Mayo Sanders, Ronald L. Smith and Mayor Richard Hickman

BOARD MEMBERS ABSENT: Chuck Ort, Don Kaufman, Mayor Norm Yoder, George Bachman, Terry Helmer, Hal Stump, Mayor Suzanne Handshoe, James Crowl and Danny Putnam

CAC PRESENT: Colleen Hake Boyd and Max Robison

DISTRICT ATTORNEY: Not Present

DISTRICT CONSULTANT: Not Present

PUBLIC PRESENT: Chris Himes, Recycling Works, Inc.

STAFF PRESENT: Steve Christman, Pam DeCamp, Jennifer Franz and Linda Zirkle

Noting a **quorum present**, Harold Gingerich called the meeting to order. The meeting began with introductions of all those present.

MINUTES: Hearing no corrections or additions to the minutes of the November 8, 2005 meeting, a motion was made by F. Mayo Sanders to approve the minutes. Seconded by Harold Uhl, motion carried. 10 yeas, 0 nays

REGISTRY OF CLAIMS & TREASURER'S REPORT: Steve Christman reviewed the claims and treasurer's report. A motion to approve the Registry of Claims and Treasurer's Report was made by Mayor Richard Hickman. Motion seconded by Harold Uhl. Motion carried. 10 yeas, 0 nays Steve Christman informed the Board of Directors the District is in the process of changing from Wells Fargo Bank to Farmers State Bank of LaGrange for all banking.

After Randy Tilbury, CPA, Controller reviews all the budget issues, a second Registry of Claims will be distributed for approval and signatures, to purchase a 2003 IH cargo truck to replace the 1986 IH truck.

FY 2006 Budget Issues: Randy Tilbury, CPA, District Controller

Encumbrances/Transfers – A spreadsheet with estimates for 2005, receipts, disbursements and end of year balance was reviewed by Randy Tilbury, CPA, Controller. A second spreadsheet listing budget line item transfers was reviewed and explained. This years spending will allow a transfer of \$72,000 to the non reverting capital fund to help build a reserve for the future. The revised FY2005 budget will reflect the transfers and would need Board of Director's approval and signatures tonight.

A motion to approve the FY2005 budget line item transfers was made by Harold Uhl. Motion seconded by Mayor Richard Hickman. Motion carried. 10 yeas, 0 nays

A motion to approve the Revised FY2005 budget (reflecting all needed transfers) was made by F. Mayo Sanders. Motion seconded by Harold Uhl. Motion carried. 10 yeas, 0 nays Budgets were signed and will be faxed to the County Auditors.

Form 4 Worksheet – Randy Tilbury, CPA, Controller prepared budget form 4B (budget estimate for 2006) with information received from George Helton, Department of Local Government Finance. These numbers are very close to the FY2006 budget approved by the Board of Directors.

Projected Revenue vs. Budget - Revenues for 2006 should be about \$30,000 to \$40,000 more than 2005, with not many changes. Harold Gingerich President and Steve Christman thanked Randy Tilbury, CPA, Controller for the review and great job managing the District finances throughout the year.

Executive Committee Report:

Salary Resolution – Harold Gingerich President read the Resolution 2006-1 FY2006 Salary Ordinance rates as approved by the FY2006 budget. A motion was made by Roger Boots to approve the Resolution 2006-1 "FY2006 Salary Ordinance". Motion was seconded by Ron Smith. Motion carried. 10 yeas, 0 nays

1986 IH Cargo Truck – Steve Christman read a memo dated November 15, 2005 addressing the safety of the District's 1986 IH cargo truck. Rich Caston, Mechanic Supervisor, Joe Baysinger, Senior Operator and Steve Christman determined the cargo truck a potential safety hazard (cab mounts rusted completely through). Steve Christman as authorized purchasing agent under Resolution #98-4 established pursuant to IC 5-22 et seq., under the provisions of IC5-22-10-4 located a replacement 2003 IH cargo truck. This 2003 IH cargo truck was inspected by Rich Caston/ Mechanic Supervisor. A few minor mechanical repairs were found and a new lift gate was recommended. The purchase price for the 2003 IH cargo truck is \$32,500.00. The 1986 IH cargo truck will be scrapped. The Revised FY2005 budget with transfers approved tonight would allow purchasing the replacement in 2005. Randy Tilbury, CPA, Controller has prepared a separate Registry of Claims and with Board of Director's approval, will finalize purchase of the 2003 IH cargo truck, after dealer repairs and replacements. A new IH cargo truck would cost \$50,000 to \$60,000. A motion to approve the Registry of Claims for the purchase of a 2003 IH cargo truck for \$32,500 was made by Phil Curtis. Motion seconded by Harold Uhl. Motion carried. 10 yeas, 0 nays

2006 Schedules – The schedules for 2006 are unchanged from the previous year except calendar dates. Andrew Kruse, Attorney authorized these schedules to be approved as a package. The 2006 schedules package includes Holidays, Board of Directors Executive Committee Meeting, Board of Directors Meeting, Citizens Advisory Committee Meeting, Claims and Payroll. A motion to approve the 2006 Schedules was made by F. Mayo Sanders. Motion seconded by Don VanWye. Motion Carried. 10 yeas, 0 nays

Election of Officers – Andrew Kruse, Attorney asked Steve Christman in his absence to conduct the election of officers for the 2006 Executive Committee. Steve Christman opened the 2006 election of officers for the Executive Committee and asked for nominations. A motion was made by Mayor Richard Hickman to retain the present officers for the 2006 Executive Committee. The motion was seconded by F. Mayo Sanders. Motion carried. 10 yeas, 0 nays

Economic Development Issues – The Economic Development discussion will be moved ahead to 2006.

Director's Report:

Looking Ahead to 2006 – The Executive Committee has directed a special Full Board of Directors breakfast meeting to be held on January 6, 2006 from 8:30 AM – 12:00 PM at the District. This meeting will be a review of the entire year of workshops held and the findings as the result of those extensive workshops. Please plan to attend this important meeting to help set the direction for the District's future.

Electronic Fee Resolution Report – Pam DeCamp did some extensive research and found a resolution on file. Resolution 2001-1 covers business and industry electronic recycling fees. Due to the larges volumes of electronics coming from business and industry, following more closely the fees from Resolution 2001-1 would help to cover the increased volumes of electronics. Pam DeCamp would suggest continuing the \$5.00 residential fee. This issue for e-waste expense will be monitored over the next few months to determine if increased fees have helped cover costs.

Recycling Drop-off Contract /Rate Discussion – Steve Christman explained Chris Himes from Recycle Works, Inc. is present tonight to discuss and request a rate increase to the recycling drop-off contract. Language in the contract exists that would allow a per ton adjustment. This increase is approximately 19% and would be across the tonnage schedule in the contract, as calculated at 80% of the municipal cost index as published in the American Cities and Towns magazine. Chris Himes, Recycle Works, Inc. informed the Board of Directors that increased fuel costs, fluctuation of material prices and labor cost increases are the cause of his request for the per ton increase. The Board of Directors discussed the contract terms and per ton cost increase. Questions regarding 2006 budget impact were asked of Randy Tilbury, CPA, Controller. Harold Uhl made a motion to approve the request from Recycling Works, Inc. to exercise the contract option to increase price per ton. Harold Uhl amended his motion to read – approve the request from Recycling Works, Inc. to exercise the contract option to increase price per ton, across the gradual scale, using 80% of the municipal cost index as published.

Tons	350	400	450	500	550	600	650
Jan/03	\$88.9998	\$75.9997	\$65.9992	\$57.9993	\$50.9997	\$45.9996	\$40.9994
NEW Jan/06	\$106.3014	\$90.7740	\$78.8294	\$69.2744	\$60.9140	\$54.9419	\$48.9697

Motion seconded by Mayor Richard Hickman. Motion carried. 9 yeas, 1 nay
 It was noted this is the first cost adjustment taking effect in year four of a five year contact.

Legislative Update – Currently no activity with regard to solid waste. State budget and property taxes are front burner issues. The Governor, Mitch Daniels, is working on issues that could involve local units of government throughout the entire state. Harold Gingerich as President of the Association of Indiana Solid Waste Management Districts has been following the issues that would involve restructuring of local units of government very closely.

CAC Report – Colleen Hake Boyd, Citizens Advisory Committee has attended the workshop meetings since February 2005. The last eight months have been very interesting and enlightening. Colleen Hake Boyd, CAC feels a lot of good minds have been involved; but JW Spear, Sr., P.E., District Consultant, has been invaluable in guiding the workshops. A lot of important decisions are to be made and she would encourage everyone to participate.

Max Robison, Citizens Advisory Committee commented residents continue asking when the District might resume glass recycling, and would like the future recycling drop-off program to include glass.

Steve Christman suggested visiting the website to view the improvements and updates recently added.

Harold Gingerich again would like to thank Chris Himes representing Recycling Works, Inc. for sponsoring the Christmas Buffet and wished everyone a Merry Christmas.

Other Items Pending – None

Public Comment – None

Motion to adjourn was made by Phil Curtis at 7:50 PM.