



# **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 JOINT BOARD OF DIRECTOR'S & CITIZENS ADVISORY COMMITTEE MEETING**

### **DISTRICT OFFICE**

**Tuesday, December 8, 2009**

**6:30 P.M.**

#### **Agenda**

- ⇒ 6:30 p.m. Call to Order
- ⇒ 6:32 p.m. Minutes of November 10, 2009
- ⇒ 6:35 p.m. Treasurer's Report/Registry of Claims
- ⇒ 6:40 p.m. Executive Committee Report:
  - Programs & Operations
  - Budget Transfers etc. 2009, Salary Ordinance 2010
  - 2010 PERF Rate
  - 2010 Holiday, Claims & Meeting Schedules
  - Election of Officers for 2010
  - Legislative Issues
- ⇒ 7:20 p.m. Citizens Advisory Committee Report
- ⇒ 7:25 p.m. Other Items Pending
- ⇒ 7:27 p.m. Public Comment
- ⇒ 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 8, 2009

The Northeast Indiana Solid Waste Management District Board of Directors Meeting began December 8, 2009 at 6:30 P.M. Ron Smith, President, presided **noting a quorum present.**

**Board Members Present:** Don Kaufman, Don VanWye, Mayor Norm Yoder, Phil Curtis, Fred Brown, Don Moore, Ron Smith and Sara Tubergen

**Board Members Absent:** Mayor David Wiant, Terry Helmer, Yvonne Eash, Jack Herendeen, Mayor Suzanne Handshoe, Mayor Patty Fisel, Mayor Richard Hickman and Loretta Smart

**CAC Present:** Max Robison

**District Attorney:** Andrew Kruse

**Public Present:** None

**Staff Present:** Steve Christman, Pam DeCamp, and Jennifer Franz

**MINUTES: ACTION ITEM #1 – Mayor Yoder made a motion to approve the minutes of the November 10, 2009 Board of Directors Meeting. Motion seconded by Fred Brown. Motion carried. 8 yeas, 0 nays**

**TREASURER’S REPORT AND REGISTRY OF CLAIMS:** The Treasurer’s Report and Registry of Claims were reviewed for December 8, 2009. Mayor Yoder asked about a transfer to the Rainy Day fund and Christman explained that a transfer was not yet completed as research into what the maximum amount allowed in the fund had to be completed. A transfer can still take place in January 2010 if needed. **ACTION ITEM #2 – Don Kaufman made a motion to approve the Treasurer’s Report and Registry of Claims. Motion seconded by Don VanWye. Motion carried. 8 yeas, 0 nays**

### **Executive Committee Report:**

**Programs & Operations Report** – Steve Christman reported that the District received a letter from National Serv-All (NSA) stating that the Scott Transfer Station in Howe is closed. NSA is keeping an active permit for the site which could be beneficial in the future.

Abuse at the recycling drop-off stations is holding steady. In the past this has decreased as the weather gets colder but the economy could prevent that from happening this year.

A significant portion of the scale work has been completed. The foundation, approach and conduit have all been installed and the bridges are ready to be set.

**Budget Transfers/2010 Salary Ordinance** – Steve Christman reviewed the transfers Randy Tilbury, District Controller, had prepared. Christman noted key transfers including \$65,000 from Site Prep to Debt Reduction for the payoff of the Komatsu loader, \$19,000 from Site Prep to Equipment Purchases for the scale work being completed and \$75,000 from Site Prep to the Non-Reverting Capital Fund. Board approval of these transfers will allow the controller to balance the books for 2009. **ACTION ITEM #3 – Sara Tubergen made a motion to approve the transfers as presented. Don Kaufman seconded.**



Ron Smith asked if there was further discussion and Phil Curtis questioned why \$5,000 was being transferred from Health Insurance to Part-Time. Steve Christman showed Curtis that in 2002 the District spent \$79,000 in part-time, \$70,000 in 2003 and \$73,000 in 2006. Part-time employees have put in more hours this year through cleaning of the drop-off stations, extended compost lot hours and the household hazardous waste days held in 2009. Mayor Norm Yoder noted that this transfer would allow the books to be closed for 2009 without any negative balances should the part-time line item exceed \$70,000 before the end of the year. Smith, recognizing a motion and a second on the floor called for the vote. **Motion carried. 8 yeas, 0 nays**

The Salary Ordinance for 2010 needs to be adopted tonight. Christman explained that he would also like to have Board approval to correct a discrepancy with an in-house working spreadsheet of the budget. For FY 2009 a budget was passed that reflected 3% salary increases for full-time employees. At the December 2008 Board meeting, the Board adopted the 2009 Salary Ordinance that replaced the 3% increase with a flat \$1,000.00 increase for all full-time employees. This discrepancy needs to be corrected for auditing purposes and to ensure that the FY 2011 budget will be correct when presented. As noted previously, staff salaries will remain the same from 2009 to 2010. **ACTION ITEM #4 – Sara Tubergen made a motion to direct Christman to proceed with correcting the discrepancy between the FY 2009 Salary Ordinance and the FY 2009 budget worksheet (which automatically corrects the FY 2010 worksheet) and label this a “Revised Budget”. Motion seconded by Mayor Norm Yoder. Motion carried. 8 yeas, 0 nays**

**2010 PERF Rate** – The PERF rate for 2010 will increase from 7% to 7.25%. As a formality the Board needs to adopt this rate increase. **ACTION ITEM #5 – Don VanWye made a motion to adopt the 2010 PERF rate as presented. Don Kaufman seconded the motion. Motion carried. 8 yeas, 0 nays**

**2010 Schedules** – Steve Christman presented the 2010 schedules for meetings, holidays, payroll and claims. These are routine items adopted each December. **ACTION ITEM #6 – Phil Curtis made a motion to adopt the 2010 schedules. Motion seconded by Don Moore. Motion carried. 8 yeas, 0 nays** Fred Brown asked if the highlighted meeting dates were cancelled meetings. Christman explained that the highlighted dates were just to make the sheet easier to read and that the Board has authority to cancel unnecessary meetings in cases where there are no issues to come before them in a given month.

**Election of Officers** – Steve Christman reviewed the current officers: Ron Smith, President; Phil Curtis, Vice President; Sara Tubergen, Second Vice President; Mayor Richard Hickman, Secretary and Don VanWye, Treasurer. At this time, Andrew Kruse, legal counsel, opened the floor for nominations. **ACTION ITEM #7 – Don Kaufman made a motion to retain the 2009 officers for 2010. Mayor Norm Yoder seconded the motion. Motion carried. 8 yeas, 0 nays**

**Legislative Issues** – Steve Christman met with Senators Kruse, Stutzman and Kenley to discuss the language adopted in the State Budget that will impact the ability of the Board to govern as intended and District funding. Christman noted that by making the District submit a budget to the county with the highest assessed valuation, the voice of the voters in DeKalb, LaGrange and Noble Counties was taken away. The Senators agreed to explore the issue further and get back with Christman.

**Other Items Pending** – None

**Public Comment** – Max Robison, CAC, asked when the compost lots would be open for Christmas trees. Pam DeCamp noted that the gates are open to accept trees but that there was no staff on-site.

**Adjourn – ACTION ITEM #8 Mayor Norm Yoder made a motion to adjourn the meeting at 7:15 PM. Motion seconded by Sara Tubergen. Motion carried. 8 yeas, 0 nays**