



# **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*

## **PUBLIC NOTICE NORTHEAST INDIANA SOLID WASTE MANAGEMENT DISTRICT PUBLIC HEARING – 6:00 PM**

**(To Receive Written & Public Comment on Board Restructuring)**

### **BOARD OF DIRECTORS MEETING**

**District Office**

**Tuesday, March 14, 2006**

**6:30 PM**

**Agenda**

- ⇒ 6:00 p.m. Call to Order Public Hearing
- ⇒ 6:05 p.m. Receive into the Record Written & Oral Testimony Regarding **Board Restructuring**
- ⇒ 6:25 p.m. Close Public Hearing
- ⇒ 6:30 p.m. Call to order
- ⇒ 6:32 p.m. Minutes of February 14, 2006
- ⇒ 6:35 p.m. Registry of Claims/ Treasurer's Report
- ⇒ 6:40 p.m. Programs/Operations Report
- ⇒ 6:50 p.m. **March 2006 Solid Waste Management Planning Session  
J Spear Associates/NISWMD Staff**
- ⇒ 7:30 p.m. Legislative Report
- ⇒ 7:35 p.m. Public Comment
- ⇒ 7:40 p.m. Other Items Pending
- ⇒ 7:50 p.m. Adjourn



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## **Northeast Indiana Solid Waste Management District Board of Directors Meeting March 14, 2006**

The Northeast Indiana Solid Waste Management District Board of Directors meeting began March 14, 2006 at 6:30 pm. Harold Gingerich President presided.

**BOARD MEMBERS PRESENT:** Chuck Ort, Don Kaufman, Mayor Norm Yoder, Roger Boots, Phil Curtis, Harold Gingerich, Terry Helmer, Mark Pankop, Jack Herendeen, Harold Uhl and Dan Putnam

**BOARD MEMBERS ABSENT:** Connie Miles, Don VanWye, George Bachman, Hal Stump, Mayor Suzanne Handshoe, F. Mayo Sanders, Ron L. Smith, James Crowl and Mayor Richard Hickman

**CAC PRESENT:** Colleen Hake Boyd

**DISTRICT ATTORNEY:** Andrew Kruse

**DISTRICT CONSULTANT:** J W Spear, Sr., P.E.

**PUBLIC PRESENT:** Mike Rowilson/ Town of LaGrange, Loretta Smart, Chris Snyder, John Ludy/ Town of Fremont and Jim Measel, WLKI (Radio Station)

**STAFF PRESENT:** Steve Christman, Pam DeCamp, Jennifer Franz, Rich Caston, Joe Baysinger and Linda Zirkle

Noting a **quorum present**, Harold Gingerich called the meeting to order.

**MINUTES:** Hearing no corrections or additions to the minutes of the February 14, 2006 meeting, a motion was made by Dan Putnam to approve the minutes. Seconded by Don Kaufman, motion carried. 11 yeas, 0 nays

**REGISTRY OF CLAIMS & TREASURER'S REPORT:** Steve Christman reviewed the Registry of Claims and Treasurer's Report. Harold Gingerich asked Steve Christman to prepare information for the employee health care costs to review at next month's meeting. A motion to approve the Registry of Claims and Treasurer's Report was made by Mayor Norm Yoder. Motion seconded by Harold Uhl. Motion carried. 11 yeas, 0 nays

At last month's Board meeting a discussion was held regarding proposed restructuring of the Board of Directors. As moved by the Board of Directors last month, the District published legal advertising, scheduled and held a Public Hearing March 14, 2006 at 6:00 PM, prior to today's meeting. This restructuring would bring the District into compliance with the new Indiana statute. The District is currently grandfathered being formed by interlocal agreement. Andrew Kruse, District Attorney, prepared the amendment to the interlocal agreement for restructuring the District Board of Directors. Harold Gingerich read the amendment and explained, after approval of the Board each County would also have to approve the amended interlocal agreement.



Harold Gingerich noted for the record, no public were present for comment at the Public Hearing and no written responses were received. Harold Gingerich asked if anyone present would care to make comments regarding the proposed change.

**Hearing no comment, Harold Uhl made a motion to approve the amendment to the interlocal agreement to restructure the District's Board of Directors following Indiana Code 13-21-3 et.al. The Board of Directors will be 16 elected officials (4 from each County). This change would be effective January 1, 2007, if approved by each of the four Counties. Motion was seconded by Dan Putnam. Motion carried, 11 yeas, 0 nays.**

**Programs/Operations Report:** Steve Christman reported about 820 cubic yards of 2005 screened compost has been sold for incoming funds of \$2,257.50. This was an experiment to see if compost screened and marketed from the District would bring in revenue. This material is all sold and an order for 1500 cubic yards was received by DeKalb Eastern School Corporation to be ready by June 2006.

Compost will be trucked from lots to the District for screening and mulch will be taken to other markets in order to move material. Gate fees are again another issue as well as storm water regulations.

Compost lots are scheduled to open on April 17, 2006. Staff observed Michigan contractors using the Steuben compost lot, knowing the gates are open and lots unmanned.

**March 2006 Solid Waste Management Planning Session – J Spear Associates/NISWMD Staff:**

Harold Gingerich explained today was the 10th workshop. Executive Committee, Colleen Hake Boyd, from Citizens Advisory Committee (CAC) and staff has spent approximately 30 workshop hours in planning direction of the District.

Several months ago DeKalb County Plan Commission requested assistance from the District with regards to disposal and proper handling of Construction and Demolition waste.

JW Spear, Sr. reported today he is completing two draft requests for proposals (RFP). The first is for a Materials Recovery Facility (MRF), JW Spear, Sr. is calling this draft a Recyclables Processing and Shipping Facility, and the second draft document is for a Construction and Demolition Waste Processing Facility to be located here at the District. These documents were presented to the Executive Committee today for changes, correction and further instructions.

J Spear Associates, Inc. conducted today's workshop with some proposals addressing recycling and composting programs.

**Proposal #1** – Original staff proposal is to retain four drop-off locations, located at the compost facility (one in each county). Cost of only four drop-off locations will be considerable. Anticipated would be about 80% increase over last year, due to lower tonnage. Therefore, the recommendation would be to add drop-off for more rural areas to a Recycling Grants Program and the District provides no drop-off locations. The curbside grants program would be available for towns and cities. This would allow unincorporated areas and associations to establish their own drop-off programs. The programs could be handled similar to each other with grants of \$25,000 to \$50,000 as an example over a 1-3 year period or over a 1-4 year period. The District would **not** be eliminating Recycling or Drop-Off; they would **not** continue to directly provide the service. Technical assistance would be provided from the District to assist with those requesting grants or other programs of their choice. Programs are being restructured and reduced because the District cannot meet program growth without additional funding.

**Proposal #2** – Restructure Green Waste/ Compost – A Fee-for Service Opportunity – Using the FY2000 tax revenue contributions (for composting only) of \$213,000.00 as a base for fees, three scenarios were developed for projected fees.

**Scenario #1** – Assumes 15% growth or (9,775 tons of green waste) from 1/1/06 to 12/31/07. District allocates \$213,000.00 for Green Waste/Compost and uses fees to cover additional cost. Estimates 9,775 tons will require \$259,000.00 and fee would be needed to cover \$46,000.00. Fee at the gate for Green Waste/Compost would be - \$0.94 per cubic yard.

**Scenario #2** – Start with assumptions of Scenario #1. Add a program specialist @ salary cost of \$45,000.00. Processing 9,775 tons for \$259,000.00 using a baseline of \$213,000.00, cost subject to fee is \$46,000.00 plus program specialist of \$45,000.00 = \$91,000.00 or - \$1.46 per cubic yard

**Scenario #3** – Keep the assumptions from Scenario #2. Add debt service for storm water construction at Steuben and DeKalb \$111,000.00. Tax revenue Green Waste/Compost is \$213,000.00 and fee would be - \$2.27 per cubic yard

Selling compost at \$3.00 - \$5.00 per cubic yard and charging an incoming user fee of \$2.50- \$3.50 would compliment the fee structure development. Registering sites in Noble and LaGrange counties, obtaining control and bringing those two sites into compliance with Indiana law by 2012 would increase user fees to \$3.40 - \$4.75 plus additional capital recovery costs.

Harold Gingerich explained it has become apparent over the last 10 workshops; when we look at the current programs, in order to stay within the budget and to maintain a major program, another program must be discontinued.

Terry Helmer recommended rather than cut services, he would suggest cutting the educators and the consultant. Dan Putnam explained to Terry Helmer the educational program is proposed for cuts in 2006-2007 from \$100,000.00 to \$60,000.00.

Discussions took place regarding programs, compost fees, illegal dumping, grants and how the grants would work for compost and recycling. Harold Gingerich explained to the Board the current recycling contract budget of \$360,000.00 would be divided throughout the four counties for requested grants and the District would no longer have a recycling contract at the end of the current contract.

Steve Christman explained by using the current recycle contract funds more cities and towns would benefit. Technical assistance with grant funds from the District should help more municipalities to have curbside programs for recycling/solid waste and would increase waste reduction for the same dollar expended.

Steve Christman would also like to point out to the Board in 1990 the District had 14 full time contractors, today the District has 5 full time employees and having outside consultants is necessary with more programs and changes over the years.

Jack Herendeen questioned which compost lots and the locations the District operates. Steve Christman explained where the four lots are located and how they are registered with the State.

Terry Helmer questioned the expenses in the claims for education and why they are so high? Mark Pankop asked Pam DeCamp to do the presentation with the proposed changes for the Education program, to help the Board understand.

Pam DeCamp explained the education program is approximately 10 - 15 years old. In the last 10 months this program has been evaluated by Pam DeCamp, part-time staff and in the workshops. The budget line item is \$100,000.00. This covers public information advertising (front office displays, billboards, newspapers, awards programs, materials for in-house and educational brochures, and educational materials for class rooms), 6 part-time educator salaries and 1 part-time education coordinator.

Currently the program is every Tuesday for 6 weeks in the 4<sup>th</sup> grades teaching the 4-R's (Reduce, Reuse, Recycle and Rethink). All these lessons are presented through direct presentation on a 4<sup>th</sup> grade level using skits, songs, games and presentations.

Proposed changes would be to consolidate lessons to 4 weeks teaching the same 4-R's and adding electronics and household problem waste handling. The educators would be reduced to 4 part time contractors, two teams, each team covering two counties. The lessons would follow the Indiana State Academic Science Standards and prepare students for ISTEP testing in the 5<sup>th</sup> grade. The part time education coordinator would develop a program for the high school and continue teaching middle

school students. The proposed estimated budget with these changes would be \$60,000.00 or \$40,000.00 less to accomplish a condensed version of the same goals.

Mark Pankop explained the presentation by Pam DeCamp for the educational program is similar for each and every District program. For the past 10 workshops each and every program has been reviewed and evaluated for cost savings and value of the District goals. The Executive Committee, consultant and staff are ready to move forward and make the difficult decisions to cut programs and reduce costs in order to proceed. However, the full Board of Directors must make the final commitments and uphold necessary changes to remain within the fixed budget.

Harold Gingerich would like to follow-up with how the Board of Directors wish to handle the two requests for proposals presented by J.W. Spear, Sr. tonight. Harold Gingerich explained the procedure to see if any private contractors have interest in responding to either request for proposal. Steve Christman would like the Board of Directors blessing to put the requests on the street to test for interest. Mark Pankop asked Andrew Kruse, District attorney, if the Board of Directors would be obligated to proceed if private contractors come forward to offer requests for proposals. Andrew Kruse informed the Board of Directors the requests for proposals would not require the Board of Directors to be obligated and the motion should be worded as such.

**Don Kaufman made a motion to direct staff to release two requests for proposals (RFP) 1- for a Recyclables Processing and Shipping Facility (to be rewritten to include electronics referred to as e-waste) 2- for a Construction and Demolition Waste Processing and Transfer Facility. These requests for proposals (RFP) will not be contractually binding for the Board of Directors to accept any contract. Motion seconded by Terry Helmer and Chuck Ort. Motion Carried. 11 yeas, 0 nays**

Steve Christman informed the Board of Directors he will need decisions by June 2006 for the Recycling Program in order to determine the contract renewal status.

Harold Gingerich also noted the user fees for compost need to be determined so the District can be prepared for the compost lots opening April 17, 2006.

**Dan Putnam made a motion to move forward with the revised educational programs presented tonight. Motion seconded Harold Uhl. Motion carried. 11 yeas, 0 nays**

**Compost lots will remain unchanged for the remainder of this year. Staff will develop a fees structure for the Board of Directors to review for 2007 implementation.**

**Legislative Report:** Alive again is House Bill 1110 pertaining to disposal of mercury switches. If passed, this will be another unfunded mandate, as with the thermometers and fluorescent bulbs containing mercury. Meetings are scheduled to follow draft e-waste rules and administrative code from IDEM will be followed by AISWMD and Steve Christman will keep you updated with changes coming.

**Public Comment:** Harold Gingerich read a phone message from Mrs. James Stahl a DeKalb county resident responding to the February Press Release. Mrs. Stahl is unable to attend tonight's meeting and wanted to pass along her concerns. "As a county resident the District drop-offs are the only services available for recycling and compost. She encourages others to use these facilities; she wants to conserve the natural resources when they can be reused. Mrs. Stahl is asking commissioners and council members to continue the programs and find more money, even if it means raising taxes".

Mike Rowilson, Town of LaGrange agrees changes need to be made but is still getting complaints from discontinuing glass and anticipates numerous calls when drop-offs are gone.

**Other Items Pending:** Colleen Hake Boyd expressed it has been a lot of hard work from everyone involved, especially the staff.

**Adjourn:** Dan Putnam moved to adjourn at 8:50 PM.