

PUBLIC NOTICE

NORTHEAST INDIANA SOLID WASTE MANAGEMENT DISTRICT

BOARD OF DIRECTORS MEETING

District Office

Tuesday, May 14, 2002

6:30 PM

Agenda

- ⇒ 6:30 p.m. Call to Order
- ⇒ 6:32 p.m. Minutes of April 9, 2002
- ⇒ 6:35 p.m. Registry of Claims/Treasurer's Report
- ⇒ 6:40 p.m. Executive Committee Report
 - 1) Project Review Policy
 - 2) Staff Salary Discussion (Part Time & Full Time)
- ⇒ 7:00 p.m. Directors Report
 - Programs:
 - Changes at Ligonier
 - Update – Albion Drop-off
 - Compost Program Report
 - 1) Marketing
 - 2) Fee
 - 3) Operations
 - Electronics Collection Day Report
- ⇒ 7:20 p.m. Other Items Pending:
- ⇒ 7:25 p.m. Public Comment
- ⇒ 7:30 p.m. Adjourn

**Northeast Indiana Solid Waste Management District
Board of Directors Meeting
May 14, 2002**

The Northeast Indiana Solid Waste Management District Board of Directors Meeting began May 14, 2002 at 6:30 PM. Mark Pankop, Secretary and President, Harold Gingerich presided.

BOARD MEMBERS PRESENT: Harold Gingerich, Mayor Norm Yoder, Richard Strayer, Mark Pankop, Harold Uhl, F Mayo Sanders, Dick Dodge and Mayor Richard M Hickman

BOARD MEMBERS ABSENT: William Ort, Connie Miles, Don Kaufman, Donald VanWye, James Hess, Joy Sharp, Terry Helmer, Richard Winebrenner, Hal Stump, Mayor Larry McGahen, Rodney Wells and Danny Putnam

CAC PRESENT: Pete Green

DISTRICT ATTORNEY: Derald Kruse

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

PUBLIC PRESENT: Faith Spear

STAFF PRESENT: Steve Christman, Pam DeCamp and Linda Zirkle

Noting a **quorum was present at the start of the meeting**, Mark Pankop called the meeting to order at 6:30 P.M.

MINUTES: Hearing no corrections or additions to the minutes of the Board meeting from April 9, 2002, a motion was made by Dick Dodge to approve the minutes from March 12, 2002. Seconded by Mayor Norm Yoder, motion carried.

REGISTRY OF CLAIMS & TREASURER'S REPORT: Steve Christman and Mark Pankop reviewed the financial reports. A motion to approve the Registry of Claims and the Treasurer's Report was made by F Mayo Sanders. Seconded by Harold Uhl. Motion carried.

EXECUTIVE COMMITTEE REPORT: Steve Christman summarized for the Board, the Executive Committee's request to have approval of the Project Review Policy. Changes have been made from the copy presented at last months meeting, per the Executive Committee and Derald Kruse. The District has been approached recently to partner and approve prospective projects. Therefore, the Executive Committee felt the need for the District to have in place this Project Review Policy to follow for legal purposes. A motion to adopt this Project Review Policy was made by Richard Strayer. Seconded by F Mayo Sanders. "Proposed" is to be stricken from the title and this Project Review Policy has been adopted and approved. This document is to be placed in the Library Binders with the May minutes for purposes of record.

STAFF SALARY DISCUSSION (Full & Part Time): Board member, Terry Helmer, recommended at the March meeting to review the salaries with a possible 3% increase. Richard Hess questioned why only the operators were given an increase on the 2002 budget? Steve Christman reviewed for the Board the 2002 Budget and stated the operators were the only increases given on the 2002 budget. Mayor Norm Yoder and Mayor Richard Hickman questioned why this request after the budget has been approved and raises not approved at the time of the budget? Derald Kruse read from the minutes of the March 12, 2002 meeting the recommendation from Terry Helmer to look at raises straight across the board, including part-time employees. F Mayo Sanders questioned what raises were given? Steve Christman explained he gave the operators a raise because they were doing a good job and Steve felt the Executive Committee or the Board of Directors would make a decision to give any other raises. Harold Uhl made a motion for a 3% increase to be given not to include the two operators that were given a 5% raise on January, 2002; noting not to be perceived as a precedent, and noting raises should be presented at yearly budget approval time. Seconded by F Mayo Sanders. Motion carried.

Attorney Fees: State Board of Accounts requires in writing a signed agreement for attorney fees. A motion to sign an agreement for Derald Kruse, attorney, to represent the District was made by Richard Strayer. Seconded by Dick Dodge. Motion carried.

Mark Pankop turned the meeting over to Harold Gingerich at 7:20 PM.

District Checking Account: Derald Kruse advised the Board of Directors currently the District have a Sweep Account at Wells Fargo Bank, earning interest while the money is in the account. Due to the changes in rates, Wells Fargo has a \$50.00 administration fee for a Sweep Account. The Executive Committee and Steve Christman would like authorization from the Board to investigate and shop for an interest rate account that would be a more fitting account. A motion was made by Harold Uhl for the Executive Committee and Steve Christman to shop for an account with better interest rates. Seconded by Richard Strayer. Motion carried.

DIRECTOR'S REPORT:

Programs:

Changes at Ligonier: Steve met with the Mayor to discuss registration of the compost lot and the assistance of the District to the city. Steve will be working with the city to change the paperwork, back to the city of Ligonier, for the compost lot registration. Ligonier Park recycling drop-off unit will be moved to the compost lot and fencing will be added.

Albion Drop-off: Steve met with the town council and potential locations for the drop-off unit are being investigated, with nothing final yet.

Compost Program Report:

Marketing: DeKalb compost lot is overflowing with mulch. Steve is concerned and looking into a number of alternatives to reduce the volume of material. Steve's concern with the possibility of fire, 4,000 cu. yds. were hauled out of the lot to Defiance, Ohio at trucking cost of \$17,000. This mulch is an ingredient in a recipe being used with manure to make compost. JW Spear Associates is working on a market study, this product is a part of, and will be completed in the near future. Steve passed around a sample of the finished product for the Board to see. Future purchase of a trommel screen

will also be beneficial in making the materials more marketable.

Harold Gingerich would like to meet with the four county emergency officials and let it be known the impact recent storms have caused at the compost lots and the costs involved. Should any relief funds become available, perhaps the District would be in line to receive funding.

JW Spear, Sr. gave the Board an overview of the marketing study so far and will provide a finalized copy of the marketing study at the June meeting.

Compost Fee: Steve attended a compost conference and obtained a great deal of information. Commissioners helped to cut the cost for the power to be installed at the DeKalb compost lot. The same is in process for the Steuben compost lot.

Operations: Market value against the process cost of the chips and transportation would be an ideal wash.

Electronics Collection Day: A report from the Electronic Day Collection was presented and reviewed by Steve Christman. Six other waste districts participated in this program. Steve reported 3 truckloads of electronics were sent for recycling. Pam DeCamp explained the cost for advertising was shared with the other districts participating. Pam passed the photos from the shop full of electronics for the Board members to see.

Steve reported the HHW Friday collection is going well and averaging approximately 30 vehicles per week. The District is receiving a large amount of paint and tires.

Legislative Update: Mayor Norm Yoder reviewed for the Board the latest legislative activities.

OTHER ITEMS PENDING: Pete Green reported the final for CAC Committee members will be seven members.

Board member Joy Sharp had knee surgery yesterday. Harold Gingerich talked with her today and she is doing fine but in a lot of pain.

Harold will be out of the Country and will not be present for the June Executive or Board meeting.

Mayor Richard Hickman took a train ride from Nappanee to Garrett today and was amazed at the amount of trash on property adjacent the railroad tracks in that distance.

PUBLIC COMMENT: None

Motion to adjourn was made by F Mayo Sanders. Meeting was adjourned at 7:55 PM.