

Hendricks County Solid Waste Management District

May 23, 2006

The Hendricks County Solid Waste Management District met at 4:00 p.m on May 23, 2006, at the Danville Town Hall.

President Hursel Disney opened the meeting and led the Pledge of Allegiance. Roll call was taken and it was determined that a quorum was present. Members in attendance were:

Hursel Disney
Paul Hardin

David Whicker
Phyllis Palmer

Ed Schrier
Myron Anderson

Members not present were:

Daniel Fivecoat

Robert Waggoner

Eva Yackey

Others in attendance were:

Lenn Detwiler
Debbie Haines
Greg Steuerwald

Amy Sieferman
Jim Davis
Brad Eisenhart

Shirley Duncan
Ed Gaddie

Approval of Agenda

David Whicker moved to approve the agenda as presented. Paul Hardin seconded the motion and the motion was unanimously approved 6-0-0.

Approval of Minutes

Mr. Schrier moved to approve the minutes with the corrections as noted. Paul Hardin seconded the motion and the motion was approved 5-0-1 with Phyllis Palmer abstaining as she was not present at that meeting. It was brought to the attention of Mrs. Duncan that Matt Ayers is associated with the State Bank of Lizton and not the Hendricks County Bank & Trust as was stated during the April 26th meeting.

Educator's Report

Mrs. Sieferman began her report by passing out a report showing how

many schools she had visited, the programs she presented, and the number of students involved in those programs. The report she presented to the Board showed that she had spoken to 8796 students during the 2005/2006 school year.

Amy then mentioned that she will be involved in the Pittsboro Parks program this summer and has helped coordinate the Hendricks County Stream Clean-up Event scheduled for June 8th, from 8:30 am until noon beginning at the Danville Park.

She mentioned that she will be doing workshops during the 4H Fair such as Scrap Booking with Scraps, Ten Kids' Crafts for Under Ten Cents, and a program about waste free lunches.

Amy also reported that she has four schools that are inquiring about recycling grants through the District and that those schools are working to have Abitibi bins placed at their schools.

Mrs. Sieferman reported that an intern from Tri-West High School has agreed to help her with her projects and to learn her different programs over the summer. Amy was asked if the intern will get school credit for her participation and Amy indicated that she would.

Director's Report

Personnel Manual

Mr. Detwiler began his report by asking for Board approval of the District's Employee Policy Manual. He explained that he mailed copies of the manual to the Board as well as Mr. Steuerwald. He reminded the Board that Ron Love, Hendricks County HR Director, had reviewed the documents. He also mentioned that Greg Steuerwald had also read through the manual and did not have any concerns. Mr. Detwiler also reminded the Board that the policies were very similar to those in place for Hendricks County employees except for the District implementing a Paid Time Off (PTO) policy instead of a more traditional system in which employees are granted sick time and vacation time; a change which the Board approved at the February meeting. At that time Mr. Steuerwald did say that while he was not a labor attorney, he saw no problems with the way the documents were written.

That being said, Mr. Schrier moved to accept the District Employee Policy Manual as presented. Mr. Whicker seconded the motion and the motion was unanimously approved 6-0-0.

Display

Mr. Detwiler then explained that he had been working to develop a display that District staff could use at the Hendricks County 4H Fair and at other events to promote the District. He passed around a brochure showing the type of display he was interested in purchasing. He explained that banner stands, like he is considering can be used together to create a backdrop or they can be used separately depending on the program and venue.

Mr. Detwiler also passed around a design idea he had created. The design had a similar look as the Recycling Guides recently printed for distribution. He explained that getting an exact quote for the project was not feasible since it was difficult to determine how much time a professional designer would need to commit to the project. But, he explained that he felt certain that the three banner stands, the design, the necessary lighting, the table throw with the District's logo and carrying cases could be purchased for approximately \$6,000. Mr. Detwiler explained that he had shopped around both inside and outside of Hendricks County and felt most comfortable with product and design capabilities of Larry Reitz & Associates. Mr. Detwiler informed the Board that the money for the displays would be coming from the Marketing and Promotion line item in the budget, which has in excess of \$19,000 remaining in it.

At that time, Phyllis Palmer moved to allow up to \$6,000 for the design and purchase of the display. Myron Anderson seconded the motion and the motion was unanimously approved 6-0-0.

2007 Budget

Mr. Detwiler continued his report by mentioning that the District's 2007 budget would need to be adopted by Sept. 20th, 2006. He mentioned that he and Debbie Haines had discussed the budget and felt it would be good for the Board of Directors to appoint a sub-committee to help with the development of the 2007 budget.

Discussion

Mr. Schrier then asked Mr. Detwiler if he knew what other solid waste districts were doing regarding facilities, programs and outreach. Mr. Detwiler expressed that one of the things he has learned since he started was how differently solid waste districts operate. He mentioned that some districts operate their own landfills, or own and operated garbage and recycling trucks, or provided reuse centers where businesses donate merchandise and non-profit organizations can come in a pick up things they need. He also mentioned that some districts operate permanent household hazard waste facilities as opposed to having recurring events such as Tox-Away Days.

Mr. Schrier mentioned that he thought there had been some discussion about locating a Yard Waste Recycling Facility in Avon. Mr. Detwiler said that he believed that one could be put there with no legal repercussions. Mr. Detwiler went on to explain that the placement of a recycling drop-off center, like is in Lizton and Coatesville to collect bottles, cans, cardboard, paper, etc., could prove to be more difficult since such a site would be offered where curbside recycling is available. He stated that any district or any other public entity is not allowed to interfere with private enterprise. However, he believes that curbside collection and recycling drop-off centers serve different demographics, collect different materials and would not interfere with the private sector. The current curbside program operating in Hendricks County does not collect all of the materials that are collected through the District's recycling drop-off program. In addition, residents who live in apartment complexes and nursing homes do not have the ability to subscribe to curbside collection.

Jim Davis was asked to explain the private sector's point of view. He mentioned that he believes if recycling drop-off centers are offered in areas where curbside is available, residents that are participating in the curbside pick-up will discontinue that service and use the drop-off centers instead. The theory is that such a decrease in the number of subscribers on any particular route could make that route less desirable for the private company offering the service.

Tox Away Day

Mr. Detwiler mentioned that the next Tox-Away Day is Saturday, June 3rd at the Danville High School from 8:00 am to 1:00 pm.

Hendricks County Flyer

Mr. Detwiler then reported that District staff will tentatively be writing a monthly column to be published in the Hendricks County Flyer. Staff plans to cover topics like what to recycle, how to dry out latex paint for disposal, what to do with household hazardous waste, etc.

Mr. Disney mentioned that he would like Mr. Detwiler to begin to visit local clubs and organizations with adult members and speak to them about the District, its programs and objectives.

Financial Report

Investments

Mrs. Haines began her Financial Report by reviewing the Financial Fact Summary page. She pointed out that a Special Projects Fund CD for \$50,000.00 matured on 5-16-06. She explained that there is a 10-day grace period on that

CD, and so she waited until the meeting to get some direction from the Board and the Commissioners regarding the CD. She mentioned that the cash balance for the Special Projects Fund totaled \$46,985.98. Mrs. Haines suggested that unless the Commissioners anticipated spending a large amount of that money, that the money from the matured CD be combined with cash in the bank and invested in a \$90,000.00, short term CD.

Mr. Schrier moved to invest \$90,000.00 from the Special Projects Fund to a short term CD. Phyllis Palmer seconded the motion and the motion was unanimously approved 6-0-0.

Mrs. Haines then mentioned that the General Fund had a CD maturing on 5/24/06 in the amount of \$78,152.63. She explained that the General Fund would have a balance of about \$66,000.00 assuming that the claims would be approved later in the meeting. She went on to suggest that the Board reinvest the \$78,152.63 from the maturing CD and add enough money from the General Fund to bring the investment total to \$100,000.00; to be invested in another short term CD.

Mr. Anderson pointed out that there is a CD at the State Bank of Lizton set to mature before the next Board meeting. After a short discussion, it was the consensus of the Board that Mrs. Haines should reinvest the funds from both the Monroe Bank CD maturing on 5/24/06 and the State Bank of Lizton CD maturing on 6/15/06 as they come due.

Budget verses Actual

Mrs. Haines then went over the budget verses actual comparisons outlining spending for the first four months of the year. She pointed out that the line item set aside for cleaning out the District's Yard Waste Recycling Centers was going to be substantially short of the budget because the last clean-out of the Plainfield facility cost over \$17,000.00. That amount was over half of the total budget for the year. She mentioned that there would have to be some money transferred from another line item to make up for that shortfall.

Income Chart

Mrs. Haines pointed out that the income for all three of the Yard Waste Recycling Centers was up this year as compared to last year. She mentioned that the tipping fee income for the last couple of months had been substantially lower than in 2005. Mr. Whicker asked Mr. Davis if he had any kind of answer as to why the tipping fees were down. Mr. Davis attributed the lower volumes to the difficult weather in the area for the beginning part of the year. Mr. Davis predicted that next month should be better.

The question was raised as to why the Plainfield Yard Waste Recycling Center was busier than the other two sites. District staff was only able to speculate as to why that was the case. It was suggested that better signage for the Brownsburg and Danville sites might help to boost participation there.

Claims

After a short review, Mr. Whicker moved to approve the pre-paid claims in the amount of \$144,093.46 as presented. Mr. Hardin seconded the motion and the motion was unanimously approved 6-0-0.

Mr. Whicker moved to approve the claims to be paid in the amount of \$17,627.68 as presented. Mr. Anderson seconded the motion and the motion was unanimously approved 6-0-0.

Budget

Mrs. Haines then explained the deadlines for the publication, public hearing and adoption of the 2007 budget. She mentioned that the budget has to be approved by September 20th, 2006. She pointed out that the scheduled meeting for September 26th would be too late for the adoption. She suggested holding a meeting for the sole purpose of adopting the budget around September 12th and leaving the regular scheduled meeting for September 26th as is. The publications of the budget would then be July 15th and July 22nd. She then noted that the public hearing for the budget would be at the meeting scheduled for July 25th, and the adoption of the budget would be at the August 22nd meeting. It was the consensus of the Board to leave all the scheduled meetings as they are, have the Public Hearing at the July 25th meeting, and the Budget Adoption at the August 22nd meeting. Mrs. Haines suggested that the Board members check their schedules for any conflicts they may have for the July and August meetings.

New Business

Myron Anderson asked if the District had any long range plans for any kind of new programs, additional reuse and recycling programs, other types of public outreach or any plans for capital outlay for buildings.

Mr. Schrier mentioned that an organization could get no better advertisement than to have its own building with a nice display all across the front.

Mr. Disney also mentioned that he does want the District to have some funds in reserve in case revenue from tipping fees is reduced or eliminated. He asked Mrs. Siefertman how the West Central Solid Waste Management District was handling its financing. Mrs. Siefertman said that each of the four member

counties was being asked to contribute one dollar per person for the first year under the new four county arrangement, two dollars per person for the second year, and three dollars per person for the third year.

Board Members' Comments, Concerns & Questions

Mr. Disney stated that he was pleased with the excellent job the staff did last year and so far this year and he asked that discussion of a pay increase be included on next month's Agenda.

There being no further business, Mr. Whicker moved to adjourn at 5:15 pm. Paul Hardin seconded the motion and the motion was unanimously approved 6-0-0.

Hursel C. Disney, President

Robert Waggoner, Vice President

David A. Whicker, Treasurer

Myron C. Anderson, Secretary

Ed Schrier

Phyllis A. Palmer

Paul T. Hardin

Eva Yackey

Daniel W. Fivecoat