

# *North Central IA Regional Solid Waste Agency*

Minutes of Meeting  
March 2019

The regular monthly meeting of the Executive Board was held on March 19, 2019 at the Recycling Center, Fort Dodge, IA. Chairman Travis Goedken called the meeting to order at 5:31 P.M.

Members present: Wally Lorenzen – Eagle Grove, Dale Graham – Ellsworth, Donna Bice – Fort Dodge, Travis Goedken – Humboldt, Rick Pedersen – Humboldt County, Duane Schuttler – Manson, Donovan Adson – Vincent and Mark Campbell – Webster County.

Also present were Attorney Steve Kersten, Callahan Municipal Consultants, HLW Engineering Group, Lori Lindstrom-CFO, staff and visitors.

Campbell moved to approve the Agenda. Bice seconded. Motion carried unanimously.

Lorenzen moved to approve the February 5, 2019 and February 26, 2019 Meeting Minutes. Pedersen seconded. Motion carried unanimously.

Callahan Municipal Consultants, LLC. – Discussion with Board regarding time table and process for the COO position – no action item

Campbell moved to approve the Engineering Services Agreement between HLW Engineering and the North Central IA Regional Solid Waste Agency. Adson seconded. Motion carried unanimously.

Campbell moved to approve the 2019 Financial Assurance. Pedersen seconded. Motion carried unanimously.

HLW Engineering Group provided an update regarding Phase 2 Expansion Project – no action item.

Campbell moved to table approval of Lyn Adson vacation until the April 2<sup>nd</sup> meeting. Subcommittee was created and are to have as an Agenda item for that meeting. Lorenzen seconded. Motion carried with Adson abstaining.

Financial Report – Campbell moved to approve the Financial Reports for the month of January and February 2019, to include a correction on the January financial by Trevino and Associates. Bice seconded. Motion carried unanimously.

Accounts Payable Invoices – Adson moved to approve the Accounts Payable invoices for the month of February 2019. Bice seconded. Motion carried unanimously.

Chairman's/Operation Manager's Report –

1. Anderson – informed the Board he hired a landfill operator; needs to post the Groundskeeper position – Board agreed; safety meeting was on backing up safely; CAT D6T has been delivered; Kirk Kelley passed his landfill certification; has a bid opening on April 1<sup>st</sup> at 3:00pm for a new dozer, to replace the D85. Adson asked Rob for a status update on the unused equipment at the landfill he was going to get rid of. Anderson has not done anything yet.

3. Moffitt – the HHM site’s safety meeting will be their annual 8 hour refresher for Hazwoper training; 6 towns have scheduled mobile events with 4 other towns giving verbal confirmations; has submitted the sites semi-annual report that was due March 15<sup>th</sup>; ran just under 31,000 lbs. from July 1<sup>st</sup> 2018 to the end of the year and managed a total of 33,000 lbs.; just under 10,000 eligible for reimbursement by the DNR;
4. Slinker – safety meeting was on safe backing up; cardboard is at \$55/ton, which is very low compared to \$180/ton when he started; meets tomorrow with the Fort Dodge arts communities, wanting to do some things for the downtown clean-up; Ray Pickett retiring March 29<sup>th</sup> - he was part-time but will replace with a full-time position (was budgeted for FY20). Graham asked how going to single stream will affect the recycling workers personnel. Slinker said the amount of interest in it is minimal, and labor should remain the same.

Adson moved to approve the Chairman’s/Operation Manager’s Report. Lorenzen seconded. Motion carried unanimously.

#### CFO’s Report –

1. Lindstrom updated the Board of a roundtable discussion held with the City of Fort Dodge on March 14<sup>th</sup>; the Agency will be running an “informational” page in the Messenger with the City, splitting the cost. Suggestion to look at doing a flyer in the future.
2. Lindstrom informed the Board that the FY18 audit is complete and they should have received an email from the State Auditor attaching a copy of the Auditor’s Report.
3. Lindstrom reminded the Board of the Full Board Special Meeting to be held on April 2<sup>nd</sup> at the Fort Dodge Growth Alliance.
4. Lindstrom and the Board discussed moving the April board meeting from April 16<sup>th</sup> to April 23<sup>rd</sup>. Agreed on April 23<sup>rd</sup>.
5. Lindstrom informed the Board that Brett Daniels, Public Works Director, City of Fort Dodge, will be attending the April meeting regarding temporarily moving the City’s compost site.

Campbell moved to approve the CFO’s Report. Adson seconded. Motion carried unanimously.

Other Business – Anderson informed the Board he’s been approached by a company for the landfill to accept windmill fiberglass blades in 40’ chunks. Campbell stated that’s a huge liability and the Full Board would have to decide on the fee. Anderson would like to do a trial run; contact the DNR to see if it could be used as ADC. Campbell suggested to call other landfills to see how they’re doing it. HLW said most landfills are turning them away.

Public Questions or Comments – None.

Adson moved to go into Executive Closed Session per Iowa Code Section 21.5(i), consider going into closed session to evaluate the professional competency of an individual(s) whose performance is being considered. Pedersen seconded. Motion carried unanimously at 7:16 PM.

Adson moved to return to open session at 8:16 PM. Campbell seconded. Motion carried unanimously with roll call vote.

Adson thanked the CFO and Operational Managers for all of their additional work while the Agency has been without a COO. Campbell stated that if there is a motion made, that this is one-time for additional compensation for the hours and extra time put in; it is not a bonus.

Bice moved to approve a one-time compensation of \$7,500 for Anderson, Moffitt and Slinker and a one-time compensation of \$20,000 for Lindstrom. Campbell seconded. Motion carried unanimously with voice vote.

The next regular meeting for the NCIRSWA will be held on April 23, 2019. Campbell moved to adjourn. Adson seconded. Motion carried unanimously at 8:20 PM.

Lori Lindstrom  
Secretary/Treasurer

Travis Goedken  
Chairman