

North Central IA Regional Solid Waste Agency

Minutes of Meeting
February 2018

The regular monthly meeting of the Executive Board was held on February 6, 2018 at the Fort Dodge Growth Alliance Building, 24 North 9th Street, Suite A, Fort Dodge, IA. Vice-Chairman Donovan Adson called the meeting to order at 5:30 P.M.

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

Also present were HLW Engineering Group, Attorney Steve Kersten, Jeff Feser-COO, staff and visitors.

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

Lorenzen moved to approve the December 5, 2017 Meeting Minutes. Bice seconded. Motion carried unanimously.

Lorenzen moved to approve the bid for the purchase of HHM site trailer from S & K Trailers in the amount of \$7,590. Pedersen seconded for open discussion. Lorenzen stated that the S & K trailer had an aluminum tread plate floor which would work better than a wood floor in case of a spill. Moffitt agreed. Lorenzen amended his motion to include the decals from Creative Signs in the amount of \$1,423.15. Pedersen seconded. Motion carried unanimously.

Pedersen moved to approve the Resolution 2018-1 Setting Dates for Hearing and the Receipt of Bids for the Phase 2 Expansion Project for the North Central IA Regional Solid Waste Agency, setting March 20, 2018 at 5:40 PM as the time of the public hearing for the proposed plans, specifications, form of contract and estimate of cost for the Project. Lorenzen seconded. Pedersen amended his motion to include March 15, 2018 at 2:00 PM as the date and time to receive, open and tabulate bids for the Project. Lorenzen seconded. Motion carried unanimously with roll call vote.

Campbell moved to table Item Number 6 until the March 20, 2018 Executive Board Meeting. Bice seconded. Motion carried unanimously.

Campbell moved to approve the NCIRSWA employee wages paid in 2017. Lorenzen seconded. Motion carried unanimously.

Campbell moved to approve a tonnage fee increase of \$5.00/ton to present to the Full Board for approval. Pedersen seconded. Motion carried unanimously.

Pedersen moved to approve the proposed NCIRSWA Commercial Recycling Route Truck Fee of \$5.00/stop to present to the Full Board for approval. Bice seconded. Motion carried unanimously.

Campbell moved to approve HHM Pricing for Mobile Events of \$800 to present to the Full Board for approval. Bemrich seconded. Motion carried unanimously.

Bice moved to approve HHM Revised VSQG Pricing to present to the Full Board for approval. Lorenzen seconded. Motion carried unanimously

Campbell moved to approve the FY19 Budget at \$40/ton, including cost of living pay increase for staff, to present to the Full Board for approval. Bemrich seconded. Motion carried unanimously.

Financial Report – Campbell moved to approve the Financial Reports for the month November 2017. Pedersen seconded. Motion carried unanimously.

Bice moved to approve the Financial Reports for the month of December 2017. Lorenzen seconded. Motion carried unanimously.

Accounts Payable Invoices –Pedersen moved to approve the Accounts Payable invoices for the month of December 2017. Bice seconded. Motion carried unanimously.

Campbell moved to approve the Accounts Payable invoices for the month of January 2018. Lorenzen seconded. Motion carried unanimously.

Chairman's/COO Report –

1. Feser updated the Board on ICAP safety visit on December 12, 2017. Said we're 100% better than we've ever been. Mr. Smith did recommend the Agency to prepare a safety checklist for the departments. Adson had Slinker explain an idea Slinker and Lindstrom came up with regarding the warehouse and safety, which is to have a colored light/alarm installed in the warehouse that the office can turn on when the public needs to drop off recycling items inside the warehouse. It would prevent the office employees from coming out into the warehouse, and the public from having to exit their vehicles to drop off recyclables.
2. Feser updated the Board on the NCIRSWA re-zoning process with Webster County. The Agency was zoned Residential and is now zoned Industrial.
3. Feser updated the Board on SLF Force Main progress. Feser said they're looking into options to deal with Calcium Sulfate. Anderson explained that it may have to do with the drywall the landfill is taking in.
4. Feser updated the Board that the landfill supervisor wants to step down. Porter no longer wants to be a supervisor, just a worker. Feser said that Porter received a \$4.00/hour raise to be supervisor, and we're going to take it back from him, and put him back where he was. Looking at hiring a supervisor. Campbell said the Agency had an hourly study done for the landfill and we don't have the hours to justify it. Campbell asked if there was any other staff that would take the position. Anderson said no employee is showing any interest; he will talk to the other eligible operator. Feser would like to have an operator that can also help Anderson in the shop.
5. Kersten discussed with the Board the process for the COO/CFO evaluations. Kersten explained that the Executive Board oversees the COO and CFO, according to the NCIRSWA Organization Chart and that evaluations should be done annually.
6. Adson informed the Board that when he stopped by the Recycling Center, he discussed with Slinker that some of the employees are concerned with the gloves they are wearing. The employees informed Adson that they don't get gloves as needed, and the gloves get wet and dirty; and irritate their hands. Feser and Slinker said there are some employees who change their gloves

every day. Adson's concern is safety and he asked that Feser and Slinker inform the employees that the Board discussed this concern.

Campbell moved to approve the Chairman's/COO Report. Lorenzen seconded. Motion carried unanimously.

Other Business – Lindstrom informed the Board that she just received the State Auditors final draft of the FY17 audit and she should have the final audit by the March monthly meeting.

Public Questions or Comments – None

The next meeting for the NCIRSWA will be held on March 20, 2018. Lorenzen moved to adjourn. Bemrich seconded. Motion carried unanimously at 6:34 PM.

Lori Lindstrom
Secretary/Treasurer

Jeff Feser
COO