

North Central IA Regional Solid Waste Agency

Minutes of Meeting
June 2017

The regular monthly meeting of the Executive Board was held on June 20, 2017 at the Regional Recycling Center, Fort Dodge, IA. Vice-Chairman Donovan Adson called the meeting to order at 5:30 P.M.

Members present: Wally Lorenzen – Eagle Grove, Dale Graham – Ellsworth, Donna Bice – Fort Dodge, Jamie Bemrich – Fort Dodge, Travis Goedken – Humboldt, Donovan Adson – Vincent, Jerry Kloberdanz – Webster City and Mark Campbell – Webster County.

Also present were Attorney Steve Kersten, Jennifer Weiss and Pat Nelson with Kingsgate Insurance, COO Jeff Feser, staff and visitors.

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

Lorenzen moved to approve the May 16, 2017 Meeting Minutes. Kloberdanz seconded. Motion carried unanimously.

Goedken moved to approve the bid for a used John Deere 770D 2007 motor grader from Murphy Tractor in the amount of \$53,900.00, which includes 2 trade-in's. Lorenzen seconded. Motion carried unanimously with roll call vote, with Graham opposing.

Campbell moved to table item #5. Graham seconded. Motion carried unanimously.

Attorney Steve Kersten gave an update to the Executive Board on the Credit Card Policy for Chief Operating Officer of the North Central IA Regional Solid Waste Agency regarding a revision of the credit card policy in Section II, 8. (c). Campbell moved to approve the amended and substituted language in Section II, 8. (c). Kloberdanz seconded. Motion carried unanimously.

Goedken moved to approve Russ's Construction Inc. Change Order No. 1 in the amount of \$862.12 regarding the recycling center office construction project. Bice seconded. Motion carried unanimously.

Financial Report – Campbell asked about the cash drawer shortage of \$74.25 on the P&L. Lindstrom informed the Executive Board that there were two landfill scale house deposits that were over-deposited to the bank, but the scale attendant's cash drawer was not short. Lindstrom stated that because the cash drawer was not short and the deposit overstated, technically, the cash drawer should have been short and wasn't, so this was the entry made. Executive Board members discussed with Lindstrom the internal control procedures in place and asked how this could happen. Lindstrom stated that she could not answer that question because she is not in the scale house. Goedken moved to approve the Financial Reports for the month of May 2017. Bemrich seconded. Motion carried unanimously.

Accounts Payable Invoices – Kloberdanz moved to approve the Accounts Payable invoices for the month of May 2017. Lorenzen seconded. Motion carried unanimously.

Chairman's/COO Report –

- a. Feser updated the Board on the office construction by Russ's Construction; they are currently waiting on the windows which should be in next week. Once the windows are installed, they will be ready to drywall, paint, put the ceiling in and carpet.
- b. Feser updated the Board regarding the ventilation in the recycling center; Midstate Plumbing should be here this week, possibly tomorrow, to install the new vents.

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

Other Business – Anderson informed the Board that the DNR has talked to him about possibly having to do a compacted clay abutment liner against the old cell where the tires are. Because of the high leachate levels there, we will have to do a compacted layer of just clay, and a foot of sand for the drainage layer. Board asked Anderson who will do this work and Anderson stated they will. Moffitt updated the Board that the HHM/RCC did their first shipment out of hazardous material yesterday. Since the HHM/RCC opened in March 2017, the facility has collected 9,100 lbs. of hazardous waste material. Campbell shared with Moffitt that Hennings with the DNR was very complimentary tonight at the HHM/RCC Open House. Moffitt informed the Board that she has more HHM/RCC presentations scheduled. Slinker informed the Board that he's looking into some different options regarding recycling glass for the recycling center.

Public Questions or Comments – Jones with the Coleman Sanitary Sewer District requested that the Agency void and replace the check issued in March 2017 in the amount of \$6,560.00. This payment was for the Agency's waste water discharge for sewer line usage through the Coleman District. Jones stated that the check has not been deposited yet, and Lindstrom verified that the check has not cleared the bank as of May 30, 2017. Attorney Steve Kersten said he would reach out to Coleman Sanitary Sewer District Attorney Eric Eide to see if he could help resolve this matter.

The next meeting for the NCIRSWA is July 18, 2017. Campbell moved to adjourn. Goedken seconded. Motion carried unanimously at 6:50 PM.

Lori Lindstrom
Secretary/Treasurer

Jeff Feser
COO