

North Central IA Regional Solid Waste Agency

Minutes of Meeting
March 2018

The regular monthly meeting of the Executive Board was held on March 20, 2018 at the Recycling Center, Fort Dodge, IA. Chairman Donovan Adson called the meeting to order at 5:30 P.M.

Members present: Wally Lorenzen – Eagle Grove, Jeffrey Halter – Fort Dodge, Donna Bice – Fort Dodge, Travis Goedken – Humboldt, Rick Pedersen – Humboldt County, Duane Schuttler – Manson, Donovan Adson – Vincent and Jerry Kloberdanz – Webster City.

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

Kloberdanz moved to approve the Agenda. Pedersen seconded. Motion carried unanimously.

Bice moved to approve the February 6, 2018 Meeting Minutes. Lorenzen seconded. Motion carried unanimously.

Halter moved to approve the 2018 Financial Assurance. Pedersen seconded. Motion carried unanimously.

Pedersen moved to approve the updated North Central IA Regional Solid Waste Agency Investment Policy. Kloberdanz seconded. Motion carried unanimously.

Lorenzen moved to approve Resolution 2018-4 to Authorize Check Signing Signatures for North Central IA Regional Solid Waste Agency. Goedken seconded. Motion carried by roll call vote, with Adson abstaining.

5:40 PM - Pedersen moved to open Public Hearing for the Phase 2 Expansion Project. Goedken seconded. Motion carried unanimously.

5:41 PM - Halter moved to close Public Hearing for the Phase 2 Expansion Project. Kloberdanz seconded. Motion carried unanimously.

Lorenzen moved to approve Resolution #2018-2 Resolution Approving Plans, Specifications, Form of Contract and Estimated Cost for the Phase 2 Expansion Project for the North Central IA Regional Solid Waste Agency. Bice seconded. Motion carried unanimously with roll call vote.

Goedken moved to approve Resolution #2018-3 Resolution Accepting Bid and Authorizing the Award of Contract for the Phase 2 Expansion Project for the North Central IA Regional Solid Waste Agency which is to accept the bid from Rasch Construction, Inc. in the amount of \$1,178,784.00. Pedersen seconded. Motion carried unanimously with roll call vote.

Lorenzen moved to approve Resolution 2018-5 Resolution Naming Depositories for North Central IA Regional Solid Waste Agency. Halter seconded. Motion carried by roll call vote, with Adson abstaining.

Kloberdanz moved to approve a pay increase for Terry Michehl in the amount of \$1.00/hour for learning how to run the landfill scale. Pedersen seconded. Kloberdanz amended his motion for \$1.00/hour pay increase, effective April 1, 2018 payroll. Pedersen amended his motion. Halter requested HR to bring back to next month's meeting as an amendment to the current NCIRSWA Employee Policy, a pay scale reflecting pay rate increases to employees who achieve different levels of skills required by the Agency. It will be a policy of the Board, adopted by the Board. Motion carried unanimously.

Goedken moved to approve a pay increase for Lyn Adson (office assistant to the CFO) in the amount of \$2.00/hour, effective April 1, 2018 payroll. Halter seconded. Motion carried with Adson abstaining.

Financial Report – Halter moved to approve the Financial Reports for the months of January and February 2018. Bice seconded. Motion carried unanimously.

Accounts Payable Invoices – Lorenzen moved to approve the Accounts Payable invoices for the month of February 2018. Goedken seconded. Motion carried unanimously.

Chairman's/COO Report –

1. Feser updated the Board that the landfill groundskeeper is now a recycling center employee, so they are now looking into hiring a landfill groundskeeper, with the starting pay at \$12.00/hour, with the pay going to \$13.00/hour effective July 1, 2018.
2. Feser updated the Board that he and Anderson talked to Porter, the landfill supervisor, and he has decided to stay in that position. Feser stated that he and Anderson will work with Porter more, training him better for that position.
3. Feser discussed with the Board the FY18 landfill equipment purchase, and that they're looking at getting a new truck instead of a razor and trailer for the groundskeeper. A tractor and mower had also been discussed for equipment purchase. Anderson explained that the landfill is down to two vehicles, besides the vehicle used for garbage. Anderson stated that his current pickup would be passed down to the groundskeeper. Anderson asked the Board if they would like to put out a bid for a new truck. More questions were asked by the Board as to how the groundskeeper picks up the trash at the landfill and in the ditches. Goedken asked what the Agency can do to make the position more desirable, possibly a vacuum system. Anderson said he will look into a vacuum system. There was discussion for the recycling center to look at getting a new Bobcat.
4. Feser updated the Board on Spring Clean-Up.
5. Feser informed the Board that he and Anderson will be attending the ISOSWO Spring Conference at Honey Creek Resort on April 5th and 6th.
6. Adson addressed an incident when the recycling center parking lot didn't get salted or sanded; stating that when he stepped out of his truck, his truck started sliding down the hill. Adson was informed that the spreader was broke down at that time. Adson asked the status of the spreader and Feser said they're still waiting on parts. Adson wanted confirmation that they are putting salt or sand down. Feser said no sand, they put salt down.

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

Other Business – Lindstrom informed the Board that she has received the State Auditors FY17 Audit which is available in hard copy and/or by email. Lindstrom informed the Board that all scale attendants

are now certified Weighmasters with the Iowa Department of Agriculture, and the Agency is in compliance. Moffitt informed the Board that her site had a booth at the Home and Life Style Show that went really well. Moffitt informed the Board that she applied and was approved for a \$3,000 infrastructure grant by the DNR. This grant went towards an electrical straddle stacker for her facility. Moffitt updated the Board on the approved trailer grant for her facility, which the DNR had to rewrite. Slinker informed the Board that Hotsy did a demo in the warehouse for dust control. Anderson informed the Board that Bret Friesth passed his landfill certification.

Public Questions or Comments – Dennis Jones with the Coleman Sanitary Sewer District asked who should be maintaining a manhole in their district. Kersten stated that he has reached out to Attorney Dave Sergeant requesting copies of documents. Kersten will provide these copies to Mr. Jones once he has received them.

The next meeting for the NCIRSWA will be held on April 17, 2018. Bice moved to adjourn. Halter seconded. Motion carried unanimously at 6:59 PM.

Lori Lindstrom
Secretary/Treasurer

Jeff Feser
COO