

## **HENDRICKS COUNTY SOLID WASTE MANAGEMENT DISTRICT**

November 8, 2005

The Hendricks County Solid Waste Management District met at 4:00 p.m. on November 8, 2005, 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	David Whicker	Phyllis Palmer
Myron Anderson	Eva Yackey	

Others in attendance were:

Lenn Detwiler	Shirley Duncan	Amy Sieferman
Debbie Haines	Gary Eakin	Jim Davis
Doug Morris	Ed Gaddie	Greg Steuerwald

### **Approval of Agenda**

David Whicker moved to approve the agenda as presented. Eva Yackey seconded the motion and the motion was unanimously approved 5-0-0.

### **Approval of Minutes**

Mr. Steuerwald stated that since there was not a quorum on October 18, 2005, that there were no minutes to approve. However, it was stated that all members present approved of the notes regarding the October 18<sup>th</sup> meeting.

### **Ratification of Motions**

Again, Mr. Steuerwald stated that no motions could have been passed at the October 18<sup>th</sup> meeting since a quorum was not present. After much discussion and a clarification by Mr. Steuerwald, Mr. Whicker made a motion to approve all the decisions made by Mr. Disney and the Board members present at the October 18<sup>th</sup> meeting. Myron Anderson seconded the motion and the motion was unanimously approved 5-0-0.

### **Doug Morris, IT Report**

Mr. Morris reported that the domain name of: [www.hendrickssolidwaste.com](http://www.hendrickssolidwaste.com) has been acquired for the District. He also reported that the district webpage can be reached via the Hendricks County Government website. Mr. Morris stated that the District website is under construction.

## **Educator's Report**

Mrs. Sieferman began her report by stating that the District, in conjunction with the Hendricks College Network and the Purdue Extension office, is hosting a Teacher's Appreciation & Resource Night on Nov. 8<sup>th</sup> at Avon High School. Over 30 vendors have committed to participate in the event. She invited any of the Board members to attend if they desired.

Amy then mentioned that the school programs have slowed somewhat since the holiday season is approaching but that the break gives her time to work on other projects.

She reported that the PEP grant had been signed as of October 20<sup>th</sup> and that funds may now be applied to costs associated with her programs. Mr. Whicker asked Mrs. Sieferman what the "PEP" stood for in the grant. She explained that it was "Public Education and Promotion." Mr. Disney asked how much the grant was, and Mr. Detwiler explained that the total amount was \$10,500.00. Amy then explained that the District receives half of the grant amount now and half after the final report is filed next October. The grant period runs from October of 2005 to October of 2006.

## **Director's Report**

### *a. IDEM Update*

Mr. Detwiler began by distributing a graph outlining the results of the survey he mailed to the staff, CAC members and the Board members. He stated that he did receive 21 of the 25 mailed surveys back and thanked everyone for their response.

Mr. Detwiler explained that the first graph represented survey responses regarding the Goals & Missions of the District. The graph showed that the respondents believe that the proper disposal of waste should be the highest priority of the District followed closely by the task of fostering an overall sense of environmental responsibility in the community.

The next graph displayed the survey responses regarding the District Programs believed to be most important. The respondents believe that providing Tox Away Days, student education, and adult education are the most critical programs in which the District should engage.

The next topic covered in the survey dealt with the District's facilities. The graph showed that survey respondents believe Recycling Drop-off Centers Convenient to All should be the District's top priority regarding its facilities. Respondents also indicated that Rural Recycling Drop-off Centers and the Yard Waste Recycling Centers were also crucial to the District's success.

The last graph outlined the education programs provided by the District. Survey respondents believed that providing in -school education and adult education resource are the most valuable methods of education for the District.

Mr. Detwiler stated that the survey responses would help him as he writes the management plan that will be submitted to IDEM. He explained that he hoped to have the first draft of the plan completed by Nov. 15<sup>th</sup>, 2005. He also mentioned that Lynn West, from IDEM, had requested a draft to review before the public comment period.

b. Resolutions

Mr. Detwiler began by explaining briefly what each resolution contained and Mr. Disney asked that motions be made to adopt the resolutions at that time.

Mr. Whicker moved to adopt Resolution 2005-05 outlining credit card policy and usage guidelines, as presented. Myron Anderson seconded the motion and the motion was unanimously approved 5-0-0.

Mr. Whicker then moved to adopt Resolution 2005-06 which established the Hendricks County Solid Waste Management District Board of Directors as the purchasing agency for the District and District staff as purchasing agents. The resolution set forth a guideline whereby no purchasing agent can incur an expense of more than \$2,000 for a single good or single service without prior Board approval. Eva Yackey seconded the motion and the motion was unanimously approved 5-0-0.

Mr. Whicker moved to adopt Resolution 2005-07 for Claims Approval Procedure by the Board of Directors as presented. Phyllis Palmer seconded the motion and the motion was unanimously approved 5-0-0.

There was discussion regarding Resolution 2005-08 which established the 2006 salaries for District staff. There was a question as to whether the resolution needed to be published. Mr. Steuerwald advised the Board to adopt the Resolution and he would do more research on whether the resolution would need to be published. Eva Yackey moved to adopt Resolution 2005-08 as presented. Myron Anderson seconded the motion and it the motion was unanimously approved 5-0-0.

c. Misc.

Mr. Detwiler mentioned that the van was delivered to the District and that after jumping through several hoops, he had also obtained the plates for it. He reported that it was parked behind the office if anyone was interested in seeing it. Lenn also mentioned that he is working with some local businesses to get the District's logo applied to the van.

Mr. Detwiler reported that he has been working with Brian Rose, Director of Brownsburg Parks and Recreation regarding the establishment of a recycling program at

the Community Center; similar to the program he is working on with the Town of Plainfield. Eva Yackey mentioned that she would like to speak with Mr. Detwiler about such programs as well for the town of Avon.

### **Controller's Report**

Debbie Haines explained that her report was not complete since the meeting was being held so early in the month and she had not yet received some of the financial information she needed.

Ms. Haines began her report by mentioning that the balance of the Special Projects Fund was \$65,393.12. She asked the County Commissioners if they knew of any other claims that might be presented against that money in the near future. Neither commissioner in attendance knew of any other major claims that might be presented in the near future. Ms. Haines suggested investing some of the money in a short-term CD since the current account is not earning any interest. After a short discussion, Eva Yackey moved that Ms. Haines invest \$50,000 of the money in the Special Projects Fund in a short-term CD. Mr. Whicker seconded the motion and the motion was approved unanimously 5-0-0.

Ms. Haines then discussed General Fund information and reminded the Board that she had not received all the information needed to bring the chart up-to-date since the meeting was being held so early in the month. Mr. Whicker asked Ms. Haines next year she present a graph that compares the Final Disposal Fees received in 2005 to those that will be received in 2006. She said that would not be a problem.

Ms. Haines then covered the claims to be paid-to-date. She pointed out that the amount paid to NuGenesis was for the Tox-Away Day, and that the amount to Cardmember Service was the balance of the charge cards; which were now being used instead of debit cards. Mr. Whicker moved to pay the claims in the amount of \$47,580.00 as presented. Eva Yackey seconded the motion and the motion was unanimously approved 5-0-0.

Ms. Haines then explained the pre-paid claims to date. David Whicker moved to accept the pre-paid claims in the amount of \$23,770.10 as presented. Ms. Palmer seconded the motion and the motion was unanimously approved 5-0-0.

Ms. Haines presented the General Fund Budget Transfers. The transfers were needed because costs associated with maintaining two of the Yard Waste Recycling Centers were under budgeted. Additionally, the amount budgeted for the Tox-Away Day events was less than the expenses incurred.

She explained that the money budgeted for leasehold improvements would not be needed for the remainder of the year. She suggested transferring that money to cover the expenses of the Yard Waste Recycling Centers and the Tox-Away Day.

David Whicker then moved to accept the budget transfers in the amount of \$7100.00 as presented. Eva Yackey seconded the motion and the motion was unanimously approved 5-0-0.

Ms. Haines then presented a claim for \$3800.00 to be paid from the Special Projects Fund for clean up of a property located at 9884 E. CR 100 N. After a short discussion, Phyllis Palmer moved that the claim be paid from the Special Projects Fund as presented. Eva Yackey seconded the motion and the motion was unanimously approved.

### **New Business**

Mr. Detwiler asked the Board if it would be acceptable to move the 2006 Board meetings to the third Tuesday of each month rather than the second Tuesday. By having the meeting later in the month, Ms. Haines would have a more complete financial picture each month. Mr. Disney asked Mr. Detwiler to make out a tentative schedule of the third Tuesday and send it to the Board members in an effort to avoid scheduling conflicts.

Mr. Disney began a discussion regarding the Citizen's Advisory Committee being compensated for mileage they accrue in their service to the District and for their attendance at the Board of Directors' meetings. The CAC member will be compensated \$50.00 for each meeting they attend.

Mr. Disney also mentioned his desire to seek legislation clarifying guidelines allowing Board members to be compensated for their meeting attendance as well. Mr. Whicker moved that Mr. Disney seek legislation allowing Board members to be compensated for attending meetings. Eva Yackey seconded the motion and the motion was unanimously approved 5-0-0.

### **Old Business**

Mr. Detwiler stated that the District Open House was scheduled for Friday, December 9<sup>th</sup> from 1:30 p.m. to 4:00 p.m. He mentioned that reminders would be mailed to everyone reminding them of the date and time. He said everyone was invited to come by.

There being no further business the meeting adjourned at 5:10 P.M.

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Hursel C. Disney, President

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Robert Waggoner, Vice President

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David A. Whicker, Treasurer

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Myron C. Anderson, Secretary

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Ed Schrier

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Phyllis A. Palmer

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Eva Yackey

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Daniel W. Fivecoat

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Paul T. Hardin