

Hendricks County Solid Waste Management District

May 15, 2007

The Hendricks County Solid Waste Management District met at 4:00 p.m. on May 15, 2007, at the Danville Town Hall.

President Hursel Disney opened the meeting and led the Pledge of Allegiance. Roll call was taken and members in attendance were:

Hursel Disney	David Whicker	Myron Anderson
Phyllis Palmer	Beverley Austin	William Guarnerly

Members not present were:

Ed Schrier	Daniel Fivecoat	Nancy Johnson
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Others in attendance were:

Lenn Detwiler	Shirley Duncan	Amy Siefertman
Debbie Haines	Gary Eakin	Ed Gaddie
Kristen Machan	Cathy Grindstaff	

Approval of Agenda

Mr. Whicker moved to approve the agenda as presented. Mr. Guarnerly seconded the motion and the motion was unanimously approved 6-0-0.

Approval of Minutes

Mr. Whicker moved to approve the minutes of the meeting held April 17, 2007 as presented. Mrs. Palmer seconded the motion and the motion was unanimously approved 6-0-0.

Educator's Report

Mrs. Siefertman provided a handout to the Board members that compared the number of school students she presented to this year to the number of students she saw last year. She presented programs to 10,624 students in 2007 versus 5,828 students in 2006. She noted that she increased the variety of educational programs she is offering this year, and she believes that impacted the number of requests she received. She added that she believes there was some confusion amongst teachers in the community after Hendricks County separated from the West Central Indiana Solid Waste District; but that teachers are learning that educational programs are being offered through the District. The Board members expressed their appreciation for Mrs. Siefertman's hard work through the school year.

Director's Report

Grant Request

Mr. Detwiler began his report by introducing Kristen Machan, the Park Director for the Washington Township Community Park. He explained that he met her at an Avon Chamber of Commerce meeting earlier in the year and at that time mentioned the District's grant program to provide recycled-content furniture. He said that Ms. Machan put together a grant request and was in attendance to present that to the Board.

Ms. Machan then presented a PowerPoint presentation to the Board outlining a recycling program the park staff intends to start at the park to collect plastic bottles and aluminum cans. She noted that they would like to be able to provide a recycling receptacle next to each trash can at the park to maximize the number of recyclables collected. She explained that the park staff would like to purchase a number of recycled-content benches to place around the property for the public to experience and enjoy. She noted that some advantages of the recycled-content benches include the fact that they do not splinter, do not require yearly maintenance and that some versions are graffiti resistant. She also explained that the park would like to also acquire an educational kiosk that could provide information to park visitors. The type of kiosk Ms. Machan is most interested in getting would readily allow information to be updated.

Ms. Machan then presented three options for the Board's consideration. The first option included \$8600 to purchase five benches, a kiosk and eight to ten recycling receptacles. The second option included \$6100 to purchase five benches and eight to ten recycling receptacles. The last option Ms. Machan presented was simply requesting enough money to purchase the benches, the kiosk or the recycling receptacles.

Mr. Whicker asked Ms. Machan if she knew about how many visitors used the park each year. She explained that an estimated 100,000 people use the park annually.

Discussion

Mrs. Austin asked Mr. Detwiler to refresh her on how the grant program currently works. Mr. Detwiler stated that \$10,000 had been earmarked for the program and that each grant award was capped at \$2,000. He added that the program began to specifically provide benches and picnic tables. He noted that he has been getting calls from interested individuals and that one grant has already been awarded.

Mr. Guarnerly asked Mr. Detwiler if all of the towns had been invited to participate in the grant. Mr. Detwiler answered that he had not yet done much

advertising for the program, but that most of the interest has come as a result of an article that ran in *The Hendricks County Flyer*. Mr. Guarnerly stated that he was sure that other towns and parks would be interested in the grant funds and that the District would be receiving many requests once others find out about the opportunity.

After some discussion about what line items the grant money would be coming from, Mr. Whicker moved to approve a grant of \$2,000 to the Washington Township Community Park to purchase any of the items outlined in Ms. Machan's presentation. Mr. Guarnerly seconded the motion. Mr. Disney called for discussion on the motion. Mrs. Palmer explained that she thought the presentation by Mrs. Machan was excellent and that she would like to see the grant amount increased. Mr. Whicker then withdrew his motion. Mrs. Palmer then moved to approve a \$5,000 grant to the Washington Township Community Park to purchase any of the items outlined in Ms. Machan's presentation. Mr. Guarnerly seconded the motion. Mr. Disney then called for discussion on Mrs. Palmer's motion. Mr. Anderson mentioned that he also felt that the District would be getting many more grant requests once more organizations found out about the grant opportunity. He expressed his concern that there might not be enough money to distribute it fairly around the community. Mr. Detwiler stated that part of the presentation he would be making next would outline some budget line items that would likely have surplus money for this year and that perhaps that money could be directed to fulfill future grant requests.

Mr. Guarnerly explained that he supports the idea of granting money for these types of purchases, but that there needs to be guidelines put in place to dictate how the program will work.

Mr. Disney asked Mrs. Haines if it would be difficult to ask for additional appropriations if more grant money was needed this year. She said that it would just be a matter of filing the correct paperwork, holding a public hearing and demonstrating that the District has the funds available to support the additional expenditures.

Per Mr. Whicker's request Mr. Detwiler explained that there would likely be a \$10,000 surplus from the Board/CAC Expenses line item and a \$60,000 surplus from the Recycling Drop-off Center line item. He reminded the Board members that spending that money for purposes other than the original line items would not require an additional appropriation to take place, but rather a simple budget transfer.

Mr. Eakin then addressed the Board and said that since the District has sufficient funds, that perhaps the grant money should simply be divided up amongst the communities to benefit Hendricks County as a whole instead of via a competitive grant process.

After further discussion, Mr. Disney called for the vote on Mrs. Palmer's motion to award a \$5000 grant to Washington Township Community Park. The motion was approved 5-1-0.

Mr. Guarnerly stated that he believes the District needs to do some homework and better outline the grant program. Mrs. Austin suggested that a perhaps a committee be formed to create guidelines for the program and review the requests the District receives. Mrs. Palmer moved to form a committee of Mrs. Austin, Mr. Guarnerly, Mr. Anderson and Mr. Detwiler to develop criteria for the grant program. Mr. Whicker seconded the motion. Mr. Disney asked the potential committee members if they were willing to serve and each agreed. He then asked for a vote. The motion was unanimously approved 6-0-0.

Mrs. Sieferman reminded the Board that currently any entity requesting a grant from the District must either begin a new recycling program or expand an existing recycling program in order to be eligible for an award.

Anti-Litter Campaign

Next, Mr. Detwiler gave the Board a quick recap of the “Road Hogs” characters that were discussed at the April meeting and met with mixed reviews. He also showed the Board a color sketch of the Road Hogs riding in a car and throwing litter. In addition, the artist developed a color sketch of a turtle that could be used for the anti-litter campaign as well as future promotions.

Mr. Detwiler then showed the Board members three billboards—one using the Road Hogs, one using the turtle and one without a character and a very simple appearance. He explained that the uses for the Road Hogs are somewhat limited beyond the anti-litter campaign, but that the turtle could easily become the District’s mascot and be shown doing many District-related activities such as hauling items to a Tox-Away Day, using a Yard Waste Recycling Center, composting in his back yard, etc. Mr. Detwiler added that whatever theme the Board decided upon, that character or look would be carried through the campaign and each brochure, billboard or giveaway would have a similar appearance.

Mr. Guarnerly asked if possibly the turtle could be combined with the simple-looking billboard. Mr. Detwiler answered that such a change could easily be done. Mrs. Palmer stated that she did not like the Road Hog idea and was unsure of the connection between the turtle and the District’s mission. Mr. Detwiler answered that since turtles live both in the water and on the land, that the turtle provides an opportunity to educate the public that how they dispose of solid waste and household hazardous waste has a direct impact on the quality of both our land and water.

Mrs. Austin asked Mrs. Sieferman if she would be able to use the turtle in her school presentations. Mrs. Sieferman explained that it would be very easy for her to work him into her programs. She also noted that there is a Native American proverb that explains Mother Earth as a turtle’s back and that there is potentially a lot she would be able to do with the turtle.

After more discussion, Mr. Whicker moved to proceed with the turtle theme and to let the District staff figure out the details. Mr. Guarnerly seconded the motion and the motion was unanimously approved 6-0-0.

Anti-litter Event at Metropolis

Mr. Detwiler recapped previous discussions regarding the one day anti-litter event at Metropolis in Plainfield. He explained that he and Mrs. Sieferman recently met with representatives from Metropolis. The mall is willing to provide advertising and promotional materials, entertainers during the event, tents for displays, the stage, a location to display entries in the recycled art contest, etc. Mr. Detwiler also reviewed the presenters, educational display and art contest components of the event and outlined the costs associated with including each component.

Mrs. Austin encouraged Mr. Detwiler to approach *The Hendricks County Flyer* and ask them to be a media sponsor for the event in order to get more exposure. Mr. Guarnerly stated that he especially liked the idea of having kid's t-shirts at the event. Mr. Guarnerly then made a motion to approve up to \$3125 to hire the presenters for the event and up to \$4000 for advertising, information and giveaways. Mrs. Austin seconded the motion and the motion was unanimously approved 6-0-0.

Citizens' Advisory Committee Information

Mr. Detwiler then explained that the Board packets sent out prior to the meeting included a memo, a portion of the Indiana Code and a copy of Resolution 2007-01. He reminded the members that at the last meeting there were some questions regarding the current make-up of the CAC, the number of annual meetings the committee was required to hold as well as the functions and responsibilities of the committee. He explained that he also sent the same information to the CAC members.

Mr. Guarnerly asked who directs the CAC to meet. Mr. Detwiler answered that Resolution 2007-01 states that the committee shall determine its own order of business and shall select a chairman and secretary. He added that the way Citizens' Advisory Committees function in other districts varies widely. Some committees meet monthly and function totally independently while other districts do not have any members assigned to their committees. He noted that in some districts the staff arrange and conduct the quarterly meetings with the committee members.

Mrs. Palmer said she thought the committee should follow the law and meet four times a year. Mr. Disney explained that if present members do not wish to serve that they should notify the Board.

After reading the portion of the Indiana Code provided to the members, Mr. Whicker highlighted the verbiage outlining the membership requirements regarding members employed directly or indirectly by the solid waste management industry. He asked if those current members of the CAC employed by the solid waste

management industry were qualified to serve by statute. After some discussion, Mr. Detwiler stated that he would ask Mr. Steuerwald for his interpretation of that portion of the Code and provide clarification at the next meeting.

Mr. Disney asked Mr. Eakin, a long-time CAC member, for his input. Mr. Eakin explained that the members consider themselves 'worker bees' and that if the Board has a problem or an idea that it would like input on, that the committee will go to work on it. However, the members did not see much value in meeting simply to satisfy the statute if they had nothing to discuss or resolve. He added that he felt that the committee needed direction from the Board or staff as to what they want them to do.

Mr. Disney stated that he would like for Mr. Detwiler to run some of the ideas he has by the CAC before bringing them to the Board so the members can ask questions and their input can be included in the discussions.

Mr. Guarnerly asked Mr. Eakin if he would be willing to spearhead a meeting of the committee to review the discussion the Board has had and to appoint a chairperson and secretary. Mr. Eakin agreed to do so.

National Recycling Coalition Conference

Next, Mr. Detwiler explained that this year's National Recycling Coalition Conference is being held in Denver, Colorado from September 16th through the 19th. He asked the Board's permission to allow both he and Mrs. Sieferman to attend even though the cost of doing so would likely exceed the amount allocated in the 2007 budget for conferences and workshops. The consensus of the Board was to allow both staff members to attend the conference.

Mr. Detwiler then noted that the September Board meeting is scheduled for the 18th of that month; during the conference. He added that 2008 budget adoption deadline is set around that time as well and suggested that the September Board meeting be moved to the 11th. Mrs. Palmer requested that the meeting on the 11th be move to 2:00 p.m. to better accommodate the Commissioners' schedules. It was the consensus of the Board to move the September 18th meeting to September 11th at 2:00 p.m.

New Business

Resolution 2007-04

Mr. Detwiler explained that he had provided an updated copy of Resolution 2007-04 to the members that included a provision that would allow the Rainy Day Fund to be established in the current year. Mr. Detwiler also provided the members with a spreadsheet showing figures the Long-Range Planning Committee worked with showing the anticipated Fund balances in the future.

Mr. Anderson then moved to adopt Resolution 2007-04 to establish a Rainy Day Fund for the District as presented. Mrs. Palmer seconded the motion and the motion was unanimously approved 6-0-0.

Financial Report

Mrs. Haines mentioned that nothing out of the ordinary appeared in the financial information she prepared for the members. She encouraged them to take the information with them to review.

Mr. Whicker moved to approve the pre-paid claims in the amount of \$88,313.41 as presented. Mrs. Palmer seconded the motion and the motion was unanimously approved 6-0-0.

Mr. Whicker also moved to approve the claims to be paid in the amount of \$18,268.02 as presented. Mrs. Palmer seconded the motion and the motion was unanimously approved 6-0-0.

There being no further business, Mr. Guarnerly moved to adjourn at 5:25 p.m. Mrs. Palmer seconded the motion and the motion was unanimously approved 6-0-0.

Hursel C. Disney, President

Myron C. Anderson, Vice President

David A. Whicker, Treasurer

Daniel W. Fivecoat, Secretary

Phyllis A. Palmer

Ed Schrier

Beverley Austin

William D. Guarnerly

Nancy Johnson