

CARROLL COUNTY SOLID WASTE MANAGEMENT COMMISSION
EXECUTIVE BOARD MEETING--UNOFFICIAL MINUTES

May 13, 2019

1. The meeting was called to order at 7:00 a.m. by Chairman Jeff Anthofer, in the office at the Carroll County Recycling Center. Others in attendance were Harvey Dales, City of Manning; Mike Schwabe, City of Breda; and Rich Ruggles, Carroll County Supervisor. Dr. Eric Jensen, City of Carroll; was present by phone. Also attending were Mary Wittry, Director, and Dan Halbur, Office Manager.
2. Agenda: Schwabe made the motion to approve the agenda and Ruggles seconded. Motion carried, all voting aye.
3. Ruggles made the motion and Dales seconded to approve the minutes of the Executive Board meeting on April 9, 2019. Motion carried, all voting aye.
4. Dales reviewed the Bills Payable--see attached. Wittry went over the following: Carroll Refuse Service SGS, LLC--\$3791—2 months recycling dropboxes; Foth--\$29002—cell construction, commingle line renovation, general, and groundwater; Greteman Agency--\$18174—auto/equipment insurance; TestAmerica Laboratories--\$7318—spring sampling; and Ziegler--\$639994—973 track loader and maintenance. Dales made the motion and Schwabe seconded to approve the bills as presented. Motion carried, all voting aye.
5. Halbur presented the financial report --see attached. Schwabe made the motion and Dales seconded to approve the financial report as presented. Motion carried, all voting aye.
6. Discuss/approve wages and benefits: Wittry presented the proposed wages and benefits package. Dales made the motion and Dr. Jensen seconded to approve the wages and benefits as presented. Motion carried, all voting aye.
7. Discuss/approve auditing firm: Wittry presented the bid results for FYE 2019, 2020, and 2021 audit services. Two bids were received. Dales made the motion to accept Bowman & Miller, P.C.'s three year bid of \$11000, \$11250, and \$11500 and Dr. Jensen seconded. Motion carried, all voting aye.
8. Discuss/approve rock for north road: Wittry reported that JB Holland is widening the north landfill road. An estimate of \$36000 of rock is needed to complete the road. Schwabe made the motion and Ruggles seconded to approve the purchase of rock to widen the road. Motion carried, all voting aye.
9. Discuss/approve solar project expansion: Wittry informed the board of available grant funding to install solar panels at the Recycling Center. The Commission's portion to the solar project would increase by \$14000. Dales made the motion and Anthofer seconded to approve the installation of solar panels at the Recycling Center. Motion carried, all voting aye.
10. Discuss/approve education coordinator position: Wittry discussed the counties committed to utilizing the coordinator, job description, benefits package, and the timeline to start by July 1. Schwabe made the motion and Dr. Jensen seconded to move forward with the project. Motion carried, all voting aye.
11. Discuss/approve north side landfill fence. Wittry discussed the condition of the existing fence. Dales made the motion to accept Carroll Lumber's quote of \$3500 for new fence and Schwabe seconded. Motion carried, all voting aye.
12. Wittry informed the board that she will be submitting her name for the Regional Director position for Region 10, which will be elected at the June meeting.
13. EMS update: Wittry discussed the internal audit results and current objectives and targets.
14. Recycling update: Halbur reported on market conditions and Wittry provided an update on the commingle line renovation project.
15. Landfill update: A landfill staff member is attending heavy equipment operator training and Wittry updated the board on the cell construction project.
16. Wittry reported that the Household Material Day at DMACC collected hazardous material from 83 vehicles and that 17 ton electronics were collected during the Electronics Disposal Day at Pella.
17. Other: None
18. Next meeting date: MONDAY, June 10, 2019 at 7:00 a.m.
19. Dr. Jensen made the motion and Ruggles seconded to adjourn the meeting at 7:53 a.m. Motion carried, all voting aye.

Respectfully submitted by:

