

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

November 13, 2018

- The meeting was called to order at 8:00 a.m. by Chairman Marty Danzer, in the boardroom of the Carroll County Recycling Center. Others in attendance were Mike Schwabe, City of Breda; Harvey Dales, City of Manning; and Jeff Anthofer, City of Coon Rapids. Also attending were Bob Muhlbauer, Commission CPA; Mary Wittry, Director and Dan Halbur, Office Manager.
- Agenda: Dales made the motion and Schwabe seconded to approve the agenda as presented. Motion carried, all voting aye.
- Schwabe made the motion and Anthofer seconded to approve the minutes of the Executive Board meeting on October 17, 2018. Motion carried, all voting aye.
- Dales reviewed the Bills Payable--see attached. Wittry went over the following: Bauer Built--\$1023.10—landfill truck tires & repairs; Bomgaars--\$1530.00—air compressor & supplies; Bonsall TV & Appliance--\$1897.00—intercom system; Electric Motor Service--\$508.80—baler motor; Foth--\$29137.98—general, fall sampling, cell design, maintenance building; Haley Implement--\$3329.97—4 tires & filters; Kolbeck--\$3674.00—tree/pallet grinding; MasterCard--\$664.30—fall conference rooms & heating system parts; Midwest Wholesale--\$538.67—poles; Moorhouse Ready Mix--\$743.75—concrete at recycling center; Napa--\$362.78—service jack & supplies; Omaha Neon Sign--\$11808.50—electronic sign; Polking Law Office--\$489.45—legal services; Team Services--\$529.00—density testing; Test America--\$8565.50—lab fees-fall sampling. Dales made the motion and Anthofer seconded to approve the bills as presented. Motion carried, all voting aye.
- Halbur presented the financial report --see attached. Dales made the motion and Schwabe seconded to approve the financial report as presented. Motion carried, all voting aye.
- Bob Muhlbauer provided an overview of the preliminary draft June 30, 2018 audit and regretfully notified the commission this concludes the three year agreement and will not be extended. Options will be provided for fiscal year 18/19 and beyond. Dales made the motion and Anthofer seconded to approve the June 30, 2018 draft as presented. Motion carried, all voting aye.
- Building update: Wittry discussed services performed on pay application #5.
- Construction update 5B/6: Wittry discussed two change orders submitted by JB Holland for expansion of south pad at the Recycling Center and leachate line repairs. Anthofer made the motion and Dales seconded to approve the two change orders. Motion carried, all voting aye.
- Building demolition: Wittry discussed the ad to deconstruct the existing maintenance building and date bids are due, awarded and project completed.
- Budget discussion: Wittry discussed items that will be included in the budget for next fiscal year.
- Wittry informed the board that a request for proposal for the recycling center upgrade will be out in December and approved in January.

- Recycling update: Wittry reported on market prices.
- Other: None
- Next meeting date: Tuesday, December 11, 2018 at 8:00 a.m.
- Schwabe made the motion and Dales seconded to adjourn the meeting at 9:13 a.m. Motion carried, all voting aye.

Respectfully submitted by:

Daniel J Halbur