

**WARRICK COUNTY SOLID WASTE
MANAGEMENT DISTRICT
BOARD MEETING MINUTES 04-18-13**

The Warrick County Solid Waste Management District meeting was called to order with Don Williams presiding. The call of roll showed the following to be present: Don Williams, Robert Barnett, Mayor Pam Hendrickson, Allan Holweger, Alonzo Moore, Richard Reid and Marlin Weisheit. Also present were Scott Anslinger, Jamie Arvin, Todd Glass, Michele Wallace and Trayce Wilson.

Public Comment: There was no public comment.

Minutes:

Richard Reid made motion to approve the March 21, 2013 minutes. Marlin Weisheit seconded motion. Motion carried.

Controller's Report and Claims:

Trayce Wilson reported that as of March 31, 2013 the District ended with a balance of \$1,979,548.07. Mayor Pam Hendrickson made motion to approve the controllers report as submitted. Richard Reid seconded motion. Motion carried. Trayce also reported the District had claims totaling \$124,408.04 that needed to be approved for payment. Allan Holweger made motion to approve all properly documented claims. Marlin Weisheit seconded motion. Motion carried.

Operation Manager's Report:

Michele Wallace had no additional information to present the board. No questions or concerns from the board.

Superintendent's Report:

Scott Anslinger reported:

- A. **Chandler Drop-Off Center Relocation:** The title search has been completed and the Warrick County Highway Department submitted a price of \$70,000 for site/road development at the Fuquay/Gardner Road location. This price includes cost for equipment, fuel and labor. Scott also presented the board with the projected cost summary for the site relocation including site preparation, fencing, stone, asphalt and site purchase from the County Commissioners. The District will need to hold an additional appropriations hearing in regards to the Chandler Site relocation and for the District to acquire additional staffing for a processing center foreman and a business marketing/account representative. Scott suggested holding a hearing for the additional appropriations during the week of May 6th so the District would have the ten days required to publish notice for the hearing in the newspaper. The board was in agreement to hold the hearing on Wednesday, May 8th, 2013 at 2:00pm in the commissioner's meeting room.

Don Williams discussed a personnel issue regarding a part-time truck driver who was arrested for driving with a .15 alcohol level. Don stated the District should let them go from employment because of the no tolerance policy in the District's handbook. Allan Holweger made motion to let the employee go in compliance with policy. Richard Reid seconded motion. Motion carried.

- B. **Yard Waste:** The yard waste collection containers were returned on Monday April 15th to the Casey Road, Newburgh Recycle, Chandler and Lynnville sites. Don Williams and Scott have talked about possibly finding a way to place a container at the Elberfeld Site if space allows. The Pelzer Road location in Boonville accepts yard waste year round.
- C. **Tire Amnesty Day** will be Saturday, April 20th, 2013 from 8:00am until 1:00pm at the Pelzer Road location. The District will accept the first four tires free per each

household and \$1.25 for each additional tire. Studio Bee will once again be grilling hamburgers and hot dogs for distribution to the public as well as accepting donations. Scott also mentioned the Electronic Recycling & Household Hazardous Waste Day at Alcoa Warrick Operations on Saturday, May 11th, 2013 from 8:00am until 2:00pm.

- D. **Fire Resistant File Cabinet:** The District has a need for a lockable fire resistant file cabinet for storing personnel and financial records. The District is currently using a normal lockable file cabinet that would not protect our records should we ever have a fire. Joe Grassman, Warrick County Purchasing Agent, gathered six quotes for a fire resistant file cabinet based on Scott's specifications. The quotes obtained ranged from \$1,307.00-\$1,810.00, Scott asked the boards permission to purchase the file cabinet made by Sentry Safe/Schwab Corporation at a cost of \$1,307.00. Mayor Pam Hendrickson made motion to purchase the fire resistant Sentry Safe for \$1,307.00. Marlin Weisheit seconded motion. Motion carried. Backing up computers and various ways of doing this was discussed. Trayce Wilson informed the board her computer is backed up on a regular basis on a flash drive and placed in the safe. Allan Holweger suggested backing up computers daily.
- E. **Staffing Requests:** As aforementioned the District would request the creation of two positions. The personnel committee received copies of the job descriptions for both positions on April 5th, 2013 submitted by Scott. The first position is a processing center foreman whose responsibilities would include installation and operation of equipment utilized to process and sort recyclable materials. This position would also be assigned the responsibility of project manager to assist with completion of the new facility. The processing center foreman position would be full-time and salaried exempt. The second position is a business marketing/account representative whose responsibilities would be to promote, set up and service new business recycling accounts. As requests from small businesses and other community organizations continue to expand this position would be responsible for the implementation of all new accounts. This position would be paid from the laborers line item and would work 20 hours weekly. Marlin Weisheit made motion to approve both positions, leaving it up to Scott's discretion to bring them on when he needs the positions filled. Richard Reid seconded motion. Motion carried.
- F. **Sharps Program:** Scott stated he received calls this week from Sharon James at the Warrick County Health Department and Marvin Heilman at the Warrick County Sheriff's Department concerning disposal of syringes containing needles from their operations. Previously these agencies and citizens from the community disposed of their used syringes at St. Mary's Warrick Hospital. Recent changes in Federal Law has caused this service from the hospital to no longer be allowed, leaving nowhere for citizens who utilize syringes to take medications, the Warrick County Health Department and the Warrick County Sheriff's Department to dispose of sharps properly. Scott informed the board he has been working to identify a solution that allows the District to assist the citizens and agencies in Warrick County by possibly providing approved containers at minimal cost. The health department and sheriff's department have stated they have funding to assist with the implementation of this program. The District's budget for 2013 did not provide for this program so Scott has asked the board to allow him to spend an amount not to exceed \$1,000 in assisting with the set up of a sharps collection program. Mayor Pam Hendrickson made motion to approve an amount not to exceed \$1,000 to implement the sharps collection program. Richard Reid seconded motion. Motion carried.

Robert Barnett mentioned to Scott and the board about questions concerning when the new facility will be built and who will ultimately decide. Scott stated he prepared a

report for the building committee members about everything he researched regarding various site locations (existing buildings and land property) and the building

specifications that would best benefit the District. Scott submitted his recommendations but stated the board will ultimately decide the future of the new processing, sorting and warehouse facility. Don Williams stated the building committee has not been able to meet and discuss the new facility but will set a meeting before the May 8th, 2013 meeting. Marlin Weisheit agreed with having the building committee meet and then discuss recommendations at the May 8th meeting. Scott stated he would send out his report on the new facility electronically to all board members.

Attorney's Report:

Todd Glass reported:

- A. **Fuquay/Gardner Road Site:** Todd presented the board with information regarding the Fuquay/Gardner Road property. He also stated he has been working with Adam Long, County Attorney, and Greg Granger about the property. Todd informed the board there are different ways of selling real-estate by the county. One way is to supply notice and hold a public hearing. Another way for governmental entities is to do a transfer and exchange between them so Todd and Adam revised the inter-local agreement to suggest the transfer and exchange instead. The only requirement of the revision is that the commissioners, county council and the District all approve relatively similar resolutions approving it. The District adopted Resolution 2013-001 today, April 18th, 2013, the resolution approving the purchase of county real-estate pursuant to an inter-local agreement and also calling for coordination with county commissioners and county council. Richard Reid made motion to approve Resolution 2013-001. Mayor Pam Hendrickson seconded motion. Motion carried.
- B. **Other:** Todd mentioned representatives from McNeely Insurance conducted loss prevention audits at all District sites on Friday April 12th, 2013 and will submit their suggestions to Scott Anslinger.

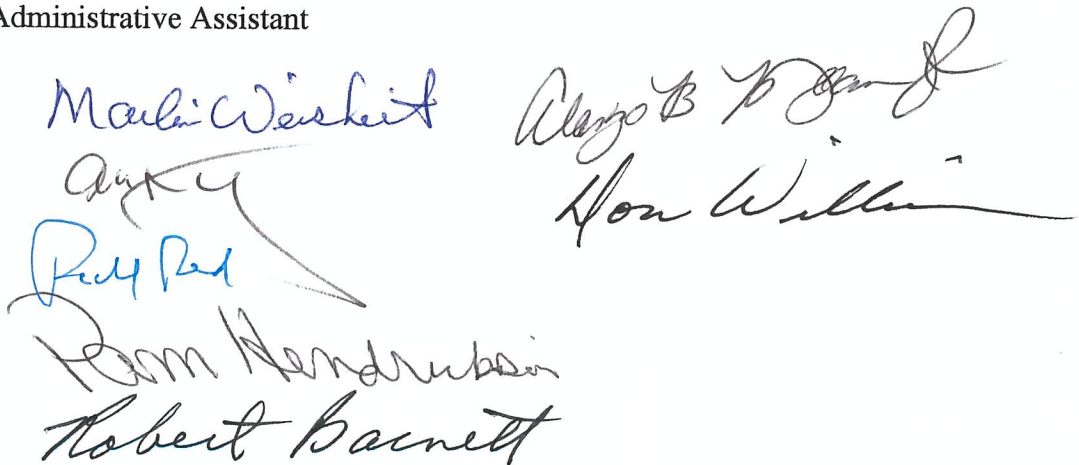
Other Business:

Don Williams and the board reassured Scott Anslinger and Michele Wallace they support them 100%.

The next regular board meeting will be May 16th, 2013 at noon in the commissioner's meeting room.

Adjournment: Mayor Pam Hendrickson made motion to adjourn, seconded by Marlin Weisheit. Motion carried.

Submitted By:
Jamie Arvin
Administrative Assistant



 Marlin Weisheit

 Mayor Pam Hendrickson

 Robert Barnett

