

**WARRICK COUNTY SOLID WASTE  
MANAGEMENT DISTRICT  
BOARD MEETING MINUTES 07-18-13**

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, Mayor Pam Hendrickson, Allan Holweger, Richard Reid, Ron Tubbs and Marlin Weisheit. Also present were Scott Anslinger, Jamie Arvin, Todd Glass and Trayce Wilson. Not in attendance were Alonzo Moore and Michele Wallace.

**Public Comment:** There was no public comment.

**Minutes:**

Richard Reid made motion to approve the June 20, 2013 minutes. Marlin Weisheit seconded motion. Motion carried.

**Controller's Report and Claims:**

Trayce Wilson reported as of June 30, 2013 the District ended with a balance of \$2,393,998.34 including the spring tax draw of \$694,213.56. Mayor Pam Hendrickson made motion to approve Controller's Report as submitted. Ron Tubbs seconded motion. Motion carried. Trayce also reported the District had claims totaling \$161,800.03 that needed to be approved for payment. Allan Holweger made motion to approve all properly documented claims. Marlin Weisheit seconded motion. Motion carried.

**Superintendent's Report:**

Scott Anslinger reported:

**A. Processing, Sorting Facility:**

1. **Financial Information Update (Funding Sources & Annual Surplus)-** Scott reported to the board that he has made substantial headway this past month to develop the financial information requested for evaluation of the new facility. As part of this review the District identified revenue sources with their annual trends and the amount of resources that were not utilized from each year's budget in an attempt to identify funds available to assist with the new facility project.
2. **Building Design Update (Sceptre Mechanical-Mickey Toler)-** Scott stated he has been working with Mickey Toler from Sceptre Mechanical in Spencer County and Kentucky Building Systems in Henderson, KY in an attempt to better identify building construction costs. The equipment dealers informed Scott the District would need 22 foot side walls for the steel structure and then adjust accordingly. An actual copy of the equipment layout has been provided to Sceptre Mechanical and Kentucky Building Systems. Don Williams made copies of the equipment layout design and distributed to the board. Scott stated he intended to have construction cost numbers today, unfortunately was unable to receive in time from either company. Scott stated he hopes to have numbers within the next two weeks to submit for the board's review at an additional regular meeting to address building issues. Don Williams asked the board for their feelings on having an additional regular meeting once the building construction costs are submitted. The board was unanimous about holding an additional regular meeting to address the building construction costs after Scott receives numbers from both companies.

- B. Glass Collection Program:** Scott updated the board about the glass recycling program implemented last year. Currently all sites accept brown, clear, green and blue glass in separate labeled containers to be recycled at D & L Innovative Material. Last year, when the District first started glass collection, Doc Snodgrass, of D & L, purchased 20 containers with lids totaling \$6,280.00 for us to utilize in expanding the glass collection program. Mr. Snodgrass requested repayment for the containers with revenues generated from glass collected by the District. In February 2013 we were

- asked by Wesselman Wood Nature Preserve, who conducts glass collection recycling events in Vanderburgh County, if the District would stage a recycling trailer at their event locations. The District gets credit for all recycled glass on our trailer transported to D & L including the revenue of .01 per pound or \$20.00/ton. To date the District has collected 186.71 tons of glass from all sites and 16.35 tons of glass from Vanderburgh County events which has generated \$4,061.20 in recycling revenue. Currently the District owes Mr. Snodgrass \$2,218.80 in recycled glass revenues or approximately 110.94 tons of glass.
- C. **Boonville Recycling Operational Changes:** The site located at 502 South Second Street has continued to deteriorate. The Boonville Recycle site is rented from Mr. Wilder of Wilder Oil and he has refused any maintenance of the facility. The site is becoming increasingly dangerous and in need of extensive repair. Scott recommended closing the Boonville Recycle site and offered to take a trailer on Saturdays for recycling by customers close to the existing site. Mayor Pam Hendrickson stated initially the City of Boonville did not agree with the closure of Boonville Recycle but because of the deplorable condition of that building it is a hazard and an accident waiting to happen. Mayor appreciates the fact that Scott is considering bringing a trailer in for Saturdays because there is a lot of elderly that do utilize the 502 South Second Street site. Marlin Weisheit noted the District will need to find a site close to the current location for the trailer and Scott stated he was thinking about the county parking lot on North Second Street. Ron Tubbs made motion to close Boonville Recycle on September 4, 2013 and to move recycling receptacles to the county parking lot. Marlin Weisheit seconded motion. Motion carried.
- D. **Staffing Update:**
1. **Retirement & Resignation Updates:** On July 4, 2013 Jim Newlin, heavy equipment operator, officially retired from the District. On July 3, 2013 George Trautvetter, site attendant at Boonville Recycle, tendered his resignation retirement. Bill Pfingston has made the decision to discontinue part-time CDL truck driving activities as of July 31, 2013.
  2. **Laborer Positions:** In speaking with Joyce Leone, HR Coordinator, it was stated that hiring two full time laborers instead of a full time truck driver would be beneficial to the District. The laborer would provide better flexibility and help to reduce operational costs. Each laborer is required to have a CDL operator license so they may be utilized as relief roll-off truck drivers earning \$16.00/hr. when needed and on other days completing a wide array of tasks including property and program maintenance, operating the glass/site truck and in emergencies to fulfill the need of a site attendant earning \$11.15/hr as a laborer. Scott presented the board with a job description for the laborers position and after doing so realized there are corrections that need to be made before it can be final. Don Williams recommended Scott make corrections and submit to Todd Glass for his approval and then submit it the board for their review at the additional regular meeting.

Attorney's Report:

Todd Glass reported:

- A. **Personnel Policy Update:** Mr. Glass stated he has continued to provide assistance in personnel matters, and two of the three EEOC matters have been settled and will be finalized. On the third EEOC complaint Mr. Glass stated he will have more involvement just to monitor the progress and make sure things are being done to help Scott. In regards to the employee handbook Mr. Glass stated to the board that we are looking at policies to organize the handbook better and include more clearly worded language. Mr. Glass stated once the Personnel Committee has reviewed the revised handbook he will make sure every board member has a copy. Mr. Glass remarked he has been struck by the amount of energies that Scott and Michele spend on personnel issues, scheduling and making things work well at the office. The steps being taken

with the two full time positions Mr. Glass feels will be a tremendous help from what he has observed, and updating and improving the personnel policies will also help and they will be more user friendly. Mr. Glass stated he has spoken to Scott about bringing OSHA and site safety issues as a top priority.

- B. **Pelzer Road Lease of Property for Facility:** Mr. Glass informed the board about assisting Scott with investigation into site proposals, building designs, funding concepts and long range goals concerning the new facility on Pelzer Road. Mr. Glass also stated there is no progress with Adam Long, County Attorney, on lease of property.

**Other Business:**

Don Williams addressed Scott about the opportunity to send him and Michele for a three day certification course called Integrated Solid Waste Management. The course is extensive and provides an array of issues dealing with solid waste from disposal, transportation, recycling, leadership and promotional strategies. At the end of the course there is a test and once passed you will be certified by SWANA and in the last state legislature certification was considered. The organization hosting the course is SWANA (Solid Waste Agency of North America) and it will be held around Spring Mill in the end of September, the cost of tuition from the District for each attendee is \$375.00. Allan Holweger made motion to approve tuition (\$750.00 total), lodging and food for Scott and Michele to attend the certification class. Mayor Pam Hendrickson seconded motion. Motion carried.

The next regular board meeting will be August 15, 2013 at noon in the commissioner's meeting room.

**Adjournment:** Allan Holweger made motion to adjourn, seconded by Ron Tubbs. Motion carried.

Submitted By:  
Jamie Arvin  
Administrative Assistant

Marlin Weiskert  
Rich A. Reif  
Allan Holweger  
Ronald Tubbs  
Don Williams

