

WARRICK COUNTY SOLID WASTE  
MANAGEMENT DISTRICT  
BOARD MEETING MINUTES 10-24-13

The Warrick County Solid Waste Management District meeting was called to order at 12:00 pm with Don Williams presiding. The call of roll showed the following to be present: Robert Barnett, Mayor Pam Hendrickson, Allan Holweger, Richard Reid, Marlin Weisheit and Don Williams. Also present were Scott Anslinger, Jamie Arvin, Todd Glass, Michele Wallace and Trayce Wilson. Not in attendance was Alonzo Moore.

Public Comment: There was no public comment.

Minutes:

Mayor Pam Hendrickson made motion to approve the September 19, 2013 minutes as submitted. Richard Reid seconded motion. Motion carried 5-0. Allan Holweger abstained.

Controller's Report and Claims:

Trayce Wilson reported that as of September 30, 2013 the District ended with a balance of \$2,065,553.81. Trayce also reported the District had claims totaling \$181,278.75 that needed to be approved for payment. Allan Holweger made motion to approve all properly documented claims. Richard Reid seconded motion. Motion carried.

Operations Manager's Report:

Michele Wallace presented a printed informational report to the board. Michele informed the board that Seiler and Sons had completed the installation of safety rails around the recycled cardboard bins at Casey Road. Michele also informed the board about Gourley Construction LLC completing the removal of asphalt and replacing with reinforced concrete in front of the shop and compactor area at Pelzer Road as pre approved in the August board meeting. As recommended by INSAFE inspectors, new steps leading up to the recycled waste oil container have been built and installed by District employees.

Superintendent's Report:

Scott Anslinger reported:

- A. Paper Shredding Event: The Fall Paper Shredding Event will be Saturday November 2, 2013 from 10:00 am until 1:00 pm at the Boonville Wal-Mart. Piranha Mobile Shredding will be on site to shred confidential documents. Studio Bee and Wheels for the World will also be present. The event is being advertised in The Standard, on the radio and flyers are being handed out at all sites.
- B. 2014 Budget-County Council Approval: Scott presented the board with a printed informational spreadsheet showing line to line the difference between the District's 2014 proposed budget and the County Council adopted budget. County Council reduced the District's proposed 2014 budget by \$264,000. Scott and Trayce Wilson will be reviewing the adopted budget and make adjustments accordingly.
- C. Recycling, Sorting & Processing Center:
  1. Waterline Update-Shawn Wright, City of Boonville (Veolia): Shawn Wright addressed the board and stated he has met with the Boon Township Trustee, Fire Territory and Board of Public Works of Boonville on assisting the District to provide an adequate waterline on Pelzer Road for fire protection. The Board of Public Works is interested in the development of fire protection on Pelzer Road down through Mt. Gilead Road. Mr. Wright stated the City of Boonville is willing to make a commitment on getting the waterline and fire flow protection necessary for an expanded facility on Pelzer Road. If the board chooses to place an expansion facility at the Pelzer Road Disposal Center, Mr. Wright requested a timeline be established for all involved (engineering, design, construction, etc.). Don Williams asked Shawn Wright what he was looking for in terms of

commitment from the SWMD Board. Mr. Wright stated if the recycling, sorting and processing center is placed at the Pelzer Road location, he needs to know so design and construction of the waterline and pump station can begin. The design would be done so it met current needs and have the potential to deliver a greater water supply, as the District continues to grow, for fire flow and fire protection to the Pelzer / Mt. Gilead Road area. Allan Holweger questioned Shawn Wright about how long of a waterline would need to be placed and where would the water come from to provide fire flow protection. Mr. Wright replied at the corner of Maple Grove / Pelzer Road the city has an eighteen inch water main that could be connected to and the length of the waterline would be about a mile. Mr. Wright stated project costs depend on the size of the District's new center and whether the existing pump station could be used or a larger one would need to be constructed. The SWMD District in a joint venture with the City of Boonville (Veolia) and the Boonville Board of Public Works propose to install the waterline, the Fire Territory to assist with the waterline and install fire hydrants and assistance from the Boon Township Trustee makes providing adequate water supply for fire protection on Pelzer Road feasible. Marlin Weisheit asked Shawn Wright if the District would pay any tap fees. Mr. Wright stated the District would be charged for materials needed at the time of construction. Todd Glass stated after the board approves the action an inter-local agreement could easily be done for the water expansion project with all agencies. Mr. Wright stated the plan review division at IDEM will have 30 days to respond on drawings given for the waterline and if IDEM doesn't respond then a permit is automatically received.

2. Public/Private Partnership: Scott and Todd Glass have been working with Aigner Construction concerning the possibility of a public/private partnership with the District in the form of a BOT (build, operate and transfer). Scott informed the board a Nondisclosure (confidentiality) Agreement has been drafted and after both parties sign, it will be completed. In order for the District to enter a public-private partnership (PPP) agreement these are the steps to take: 1. a request for proposal is required by statute before entering into a PPP Agreement. 2. The project must be published (advertised) twice in the newspaper on requests for proposals. 3. The submitted proposals are reviewed from each offeror and proposals found to reasonably meet the District's needs may be considered for a PPP Agreement, then the District may enter into a Nondisclosure Agreement with the offeror(s). 4. After negotiating the best and final offer among the offeror(s) a recommendation is given to the board, made available to the public and a notice is submitted to the newspaper which sets a hearing date, time and place.

D. Interim Processing Center (80 ft x 80 ft):

1. Location: Boonville vs. Chandler: Don Williams asked if the board reviewed the positives and negatives of the Boonville and Chandler locations, passed out at the September 19, 2013 board meeting. Scott stated if the interim center was placed in Boonville on Pelzer Road it would eventually become the maintenance shop once a larger processing facility was built and operational. Scott stated if the interim center was placed in Chandler at Fuquay/Gardner Road the District would be able to process recyclables and once the larger processing facility was operational the district would use the interim center for storage and give the ability to offer a permanent household hazardous waste collection site in addition to spring and fall special events. Scott stated presently the District has slated to move the existing Chandler Drop-Off Site to Fuquay/Gardner Road for about \$300,000 which involves all site prep work needed and installation of gates and fencing. Allan Holweger projected a cost of \$450,000 for construction of the new interim processing center, installation of roads, and all site preparation. Aigner Construction estimated that the cost of constructing the proposed 6400 square foot building would cost between \$180,000 and \$190,000 for a modified concrete and

wood interim processing center. The savings would be between \$150,000 to \$200,000 if the interim processing facility was placed in Chandler at Fuquay/Gardner Road because the District was already planning to spend \$300,000 for the development of the new drop-off site, installation of driveways, lot preparation and installation of fencing and gates. Allan Holweger made motion to place the 80 ft x 80 ft interim processing center in Chandler at Fuquay/Gardner Road and to place the expanded processing and sorting facility at Pelzer Road in Boonville when ready. Richard Reid seconded motion. Motion carried 5-1. (NAY- Robert Barnett)

2. Equipment Purchase - New Center: Scott has identified equipment deemed necessary for the operation of this interim center: auto-tie baler, in floor conveyor to feed the baler, skid steer, installation cost only for glass grinder, two pallet-jacks, electric floor scale and forklift if center was located at Chandler. Scott informed the board about two bid specifications submitted to the newspaper for publication next week for a front end loader and baler/in floor conveyor system; at the next regular board meeting in November recommendations will be presented by Scott and the board to purchase a new front end loader and a baler/in floor conveyor system. Bid quotes must be received by noon on Friday November 15, 2013 and on the same day at 1:00 pm sealed bids will be opened and read. Marlin Weisheit made motion to have Mayor Pam Hendrickson, Don Williams, Allan Holweger and Scott Anslinger open bids at Boonville City Hall on 11-15-13 at 1:00 pm. Richard Reid seconded motion. Motion carried.

Currently the District has \$620,000, additional appropriations approved at the May 16, 2013 meeting, to use towards the building and purchase of equipment for the interim center. Scott also stated the District included the purchase of a new roll-off truck, for about \$210,000, in the 2013 Budget. After speaking with Michele Wallace and staff, Scott determined the District does not need to purchase a new roll-off truck because current roll-off trucks are in good condition and operating well with no major issues. The District is now considering utilizing the available funds from not purchasing a new roll-off from the 2013 Budget to acquire a new end-loader and other equipment needed to operate the new processing center. Scott advised that he would have quotes available at the November Board Meeting for the board's consideration.

Scott has asked Bobby Howard, Warrick County Highway Department, for assistance in developing specifications needed to bid and construct a new ramp, identical to the current ramp, for the Disposal Center on Pelzer Road. This ramp will be utilized for the collection of asphalt shingles and scrap metal for recycling revenue.

- E. 2014 Salary Ordinance: Scott stated there are no pay increases for 2014 so the ordinance remains unchanged from the 2013 Salary Ordinance. Scott stated to the board about a mistake that Trayce Wilson noticed in the ordinance that will be corrected for the next regular board meeting. Scott requested the board review the 2014 Salary Ordinance and approve at the November 21, 2013 board meeting.
- F. Recycling Trailer - Tool Boxes & Enclosed Sides: The District has now incorporated three recycling trailers into operations. The first recycling trailer is utilized with routine operations of the new site truck. The second trailer is utilized for the collection of recyclable materials on Saturdays from 9:00 am until 12:30 pm at the Judicial Center parking lot. The third trailer is being utilized as part of the glass collection program 2-3 Saturdays monthly. Gorilla gate lifts have been installed and the tongue jacks have been relocated on all trailers. Scott intends to enclose the sides of the trailers so materials can be better secured and install tool boxes for straps, chocks, locking devices and tools. The cost of the tool boxes is \$310.00 each. Allan

Holweger made motion to approve the purchase of tool boxes for recycling trailers. Richard Reid seconded motion. Motion carried.

- G. Studio Bee Grant (\$20,000): In December of 2012 the board awarded Studio Bee a grant for \$20,000 to perform community and school outreach programs. Randy Beard from Studio Bee was instrumental in providing recycling educational programs and partnered with the District at the spring and fall Paper Shredding Events and the Tire Amnesty Days. Scott reported to the board that Randy Beard and Studio Bee have reached 6,914 students and adults within the community. Scott requested the board award Studio Bee a second grant for \$20,000 to continue community outreach programs in 2014. Mayor Pam Hendrickson stated Randy Beard has a good rapport with children which could make quite an impact on all our futures. Mayor Pam Hendrickson made motion to approve awarding Studio Bee with a \$20,000 grant. Robert Barnett seconded motion. Motion carried. Todd Glass recommended the board members be given an itemization of how the grant money is utilized; Scott remarked that the information was available and that he would provide it to the board at the next board meeting.
- H. District Cell Phone: Scott stated he uses a district cell phone that costs about \$57.00 monthly and also has a personal cell phone that he carries. In order to eliminate one of the two cell phones Scott asked permission from the board to allow him to utilize the district cell phone for personal business as well as District business and in turn Scott will pay the approximate monthly fee of \$57.00 to the District. Scott stated doing this would be more convenient and eliminate the need to carry two cell phones. Allan Holweger made motion to allow Scott to utilize his District cell phone for District business as well as personal business as needed and not to pay a monthly fee. Marlin Weisheit seconded motion. Motion carried.

Attorney's Report:

Todd Glass reported:

- A. Handbook: Mr. Glass stated he previously provided the board a final copy of the revised handbook. Mr. Glass requested approval from the board so he, Scott and Michele can proceed to distribute to District staff. The revised handbook will be effective January 1, 2014. Mayor Pam Hendrickson made motion to approve the District handbook as submitted. Marlin Weisheit seconded motion. Motion carried. Mayor Pam Hendrickson commended Todd Glass for a job well done. Todd Glass stated Michele has tentative dates for meetings with full and part time staff to educate them on the changes in the handbook before implementation.

Mr. Glass mentioned to the board that he met with Scott and Joe Schitter last month in regards to the budget hearing. The board gave Mr. Glass the authority, at the September 19, 2013 board meeting, to attend the County Council budget hearing with Scott and assist with the budget process, Scott and Mr. Glass decided his presence was not necessary.

Personnel Committee:

- A. Employee Insurance Benefits: Earlier this week the Personnel Committee (Marlin Weisheit and Mayor Pam Hendrickson) and Scott met to discuss employee benefits, based on the directives from County Council and our budget, to place Solid Waste employees on the same health insurance plan as Warrick County employees. This insurance plan implemented the spousal rule and it reduced the amount of money deposited into Health Savings Accounts. Marlin Weisheit recommended for Solid Waste to stay in compliance with County Council directives. Todd Glass added, at this juncture, it has been identified some enrollment periods have passed in regards to the no spousal coverage for health insurance. Mr. Glass stated it is his understanding that termination of health insurance allows enrollment. Trayce Wilson provided the board with copies of the spousal rule-certificate of eligibility and amounts the District

will deposit into Health Savings Accounts for 2014. Trayce stated the copies are exactly the same as what Warrick County is distributing to their employees except the name change. Richard Reid made motion to approve making District benefit requirements the same as Warrick County. Marlin Weisheit seconded motion. Motion carried.

- B. Fulltime Employee Bonus Program: At meetings in July and earlier this week the Personnel Committee recommended the District proceed with the bonus program for fulltime employees only. Scott stated he recommended to the committee setting up the District's current bonus program on quarters. The bonus program on quarters would be broke into four sections and if an employee was reprimanded in any quarter, the employee would lose the value for that quarter. Mayor Pam Hendrickson stated the bonus would still be awarded on an annual basis. Allan Holweger made motion to approve awarding bonuses to fulltime employees quarterly based and any quarter where there was disciplinary action, the employee would not be granted the bonus for that quarter. Mayor Pam Hendrickson seconded motion. Motion carried.

Other Business:

The next regular board meeting will be November 21, 2013 at noon in the commissioner's meeting room.

Adjournment: Richard Reid made motion to adjourn, seconded by Mayor Pam Hendrickson. Motion carried.

Submitted By:

Jamie Arvin

Administrative Assistant

Marlin Weisheit  
Robert Barnett  
Alonso Ware  
Don Will

