

DUBOIS COUNTY SOLID WASTE MANAGEMENT DISTRICT BOARD MEETING

MAY 21, 2018

The regular meeting of the Board of Directors of the Dubois County Solid Waste Management District was held in the Courthouse Annex beginning at 7:30 a.m. on May 21, 2018. Present at the meeting were Board members Elmer Brames, John Bell, Chad A. Blessinger, Nick Hostetter and Mary E. Beckman. Also present were Advisory Board member Randy Boehm, District Director Carla Striegel-Winner, Controller Martha A. Wehr, District employee Wanda Beck and County Attorney Arthur C. Nordhoff Jr. The meeting was called to order by President Brames. Minutes of the last meeting of the Board, held on March 21, 2018, were approved as previously distributed to the Board Members.

RE: CLAIMS

On motion duly made and seconded, the Board approved and authorized payment of the following claims for the months of April and May, 2018 as follows:

<u>Claims for April</u>		<u>Claims for May</u>	
Hoosier Business Machines	107.50	Boyce Forms	238.00
John Deere Financial	49.60	Carla Striegel-Winner	14.76
2 Sign Guys	306.00	Indiana Recycling Coalition	350.00
Walmart	67.49	Marriott East Indianapolis	238.00
The Herald	145.00	WITZ	75.00
Advanced Disposal	670.01	Dubois Spencer Publishing	220.75
Invironmental Technologies	120.00	Advanced Disposal	1,005.22
The Herald	54.18	Invite Management	131.15
Verizon	85.56	Invironmental Technologies	720.00
ProLift	153.82	Dubois Spencer Publishing	13.95
SynEnergy	171.75	Dubois County Free Press	30.00
Dubois Co Tire and Supply	809.00	Verizon	44.56
Dubois County LP Gas	42.21	Dubois Co LP Gas	42.21
Bonnie Leasing	280.00	Stork Service Center	819.86
Ireland Water Utilities	18.60	Ackerman Oil	343.08
Dubois REC	61.00	SynEnergy	197.06
PSC	56.20	Ireland Water Utilities	18.60
Frontier	61.22	Dubois REC	55.00
		John Deere Financial	7.98
		Frontier	61.22
		PSC	56.20

RE: FINANCIAL REPORT

Controller Wehr submitted her report of current District balance, after payment of the above claims, is \$107,684.24.

RE: RESOLUTION 2018-01 – PERMITTING PAYMENT OF CLAIMS

The Director submitted a proposed revision of District Resolution 2014-01, the revision grants payment of certain claims from approved vendors prior to Board meeting and approval. The revision is as recommended by the State Board of Accounts. On motion made and seconded, the Revised Resolution was approved.

PERMITTING PAYMENT OF CLAIMS

Without being first approved by the board

WHEREAS, the Dubois County Solid Waste Management District (District) incurs certain expenses in its operations; and

WHEREAS, the District has certain vendors who impose penalties for late payment of invoices or allow discounts for early payments; and

DUBOIS COUNTY SOLID WASTE MANAGEMENT DISTRICT BOARD MEETING

MAY 21, 2018

WHEREAS, the District has certain other debts and obligations which it must pay on a regular and monthly basis; and

WHEREAS, the District has months during which the District Board does not have a regular Board meeting; and

WHEREAS, I.C. 13-21-3-10 permits a Solid Waste Management District Board to authorize the controller, by resolution, to make certain payments without the claims being first approved by the board if before payment the claims are approved in writing by the chairperson or another designee on the board, and the claims are reviewed and allowed by the board at the board's next meeting.

NOW, THEREFORE, BE IT RESOLVED by the District Board that the Controller is hereby authorized to make payments of the following claims without being first approved by the board:

1. All regular monthly utilities such as water, gas, septic, electricity, internet, etc.;
2. All vendors which allow a discount for early payment or who impose a penalty for late payment;
3. The following regular vendors: Boyce Forms, Hoffman Office Supply, Hoosier Business Machine, Walmart, Invironmental Technologies, Invite Management, Lighting Resources, Advanced Disposal, Action Pest Control, John Deere Financial, Dubois County LP Gas, Ackerman Oil, SynEnergy, Vondy Contracting, The Herald, Dubois-Spencer Publishing, Huntingburg Press, Dubois County Free Press, WBDC, WJTS, WITZ, 2SignGuys, Recycled Promos (Bob Lea), Pro-Lift, Meyer Trucking, Uebelhor and Sons, Ruxers, Stork Service Center, Dubois County Tire, Big O Tires, German American Insurance, RJ Fuhs Insurance (Patoka Insurance), Dubois County, Indiana HHW Task Force, Association of Indiana SWMDs;
4. Any future vendors approved by the board.

BE IT FURTHER RESOLVED that any claim payment not submitted to be approved by the board must be approved in writing by the Chairperson or another designee on the Board prior to payment; and

BE IT FURTHER RESOLVED that claim payments not previously approved by the board must be reviewed and formally allowed by the Board at the Board's next meeting.

RE: STORAGE TRAILER

Director Striegel-Winner described to the Board the process used in collecting and storage of items delivered to the District's collection site, including storage of items in two surplus trailers. The Director proposes to dispose of one storage trailer and replace it with a rented trailer from the electronic waste company, which would eliminate the need of transfer into the company's trailer. On motion duly made and seconded, the Board declared one trailer to be surplus and authorized replacement of the trailer with a rented trailer.

RE: DISTRICT WAGE RATES

The Director reported that the Committee established to review County wage rates has completed its review and reported to County officials. Under the approved schedule, the District employees would be subject to the maximum classification wage rate increases: Center Manager \$1.00; Drivers \$1.75; other Department employees \$0.55.

RE: TRASH ORDINANCE

The Director reported that due to other work pressures she has been unable to meet or work on preparation of new trash or junk ordinance. She expressed several concerns which the Department has concerning the current Ordinance. The ordinance should be more properly called a "property maintenance" ordinance, rather than junk ordinance. There remains question as to the establishment of a fund for collection and maintenance of penalties and costs imposed by the various County Departments imposing penalties, to wit: Health Department, Highway Department and Solid Waste. The Director stated that duties assigned to her are requiring excess time and she is unable to devote

DUBOIS COUNTY SOLID WASTE MANAGEMENT DISTRICT BOARD MEETING

MAY 21, 2018

the time required by each assigned duty, and therefore she is requesting assignment of an additional employee to her Department to relieve her of some responsibilities, to allow her time for administrative functions.

RE: NEXT MEETING

The next meeting of the Solid Waste Board will be held on June 18, 2018, beginning at 7:30 a.m. in the Commissioners Room of the Courthouse Annex for a regular meeting and to discuss the 2019 budget.