



## Whitley County Solid Waste Management District

701 S. Line St. Columbia City, IN 46725

Monday, March 13, 2024

### Regular Meeting

Present: Theresa Baysinger, Jenny Middleton, Chad Banks, Ryan Daniel, and Thor Hodges

Absent: Rob Schuman and Madalyn Sade-Bartl

Public Present- Director Tara Meyers, Tiffany Deakins, Jennifer Shinabery, Matt Shipman, Karmen Brown and Kay Gatton

Theresa Baysinger called the meeting to order at 9am

**Previous Meeting Minutes 2.12.24-** Mr. Hodges made a motion to approve meeting minutes from February 12, 2024. Motion seconded by Mrs. Middleton. Motion passes unanimously 5/0 with Mr. Schuman & Mrs. Sade-Bartl absent.

**Vendor Payables-** Mr. Daniel made a motion to approve vendor payables. Motion seconded by Mr. Hodges. Motion passes unanimously 5/0 with Mr. Schuman & Mrs. Sade-Bartl absent.

**SW Director Report-** Mrs. Meyers reminded the board that she will be on vacation April 1<sup>st</sup> – April 5<sup>th</sup>. Notice was sent to the board via email by Mrs. Meyers on 1-11-24. Mrs. Meyers requested that any meeting agenda topics for April be emailed to her no later than 3-27-24 so the agenda can be posted before she leaves for vacation.

### Old Business

**RFP update-** Mr. Daniel gave an update to the board on the RFP committee meeting that was held on 3-6-24. Mr. Daniel discussed the RFP timeline that the committee set. During the discussion Mr. Shipman asked the board if we move forward with the RFP process do we want to put it in the RFP for the contractor to handle bin repairs or do we want the Solid Waste District to continue to handle those? Mrs. Meyers notified the board that if the Solid Waste District is going to continue to provide bins and handle repairs that the district will need to purchase more bins at the end of 2024. Mr. Daniel notified the board that Mrs. Sade-Bartl had contacted SBOA to see if Solid Waste Districts could set up a Rainy-Day Fund to use for capital improvements such as the purchase of bins. Mrs. Sade-Bartl was absent at this meeting, so Mr. Daniel asked for us to table the topic until the next meeting. Mr. Hodges asked Mrs. Meyers to add bin purchase to the November 2024 meeting agenda. After some discussion with Mrs. Meyers the board agreed that they would like the Solid Waste District to handle all bins and repairs. Mrs. Meyers mentioned that she was currently using her personal cell phone and service for GPS and calls while out servicing containers. The board discussed either a cell phone or a stipend be discussed for the Director. Mrs. Shinabery is going to review the policy manual for suggested updates and to see if there is anything in it concerning the use of a personal cell phone. The board is aware that the most recent Policy Manual is missing an adoption date and must be updated & reapproved. The board also briefly discussed if we should move forward with the RFP process or if we want to ask GFL to extend the contract we already have. Mr. Daniel made a motion to authorize Mr. Shipman to contact GFL to see if they were interested in extending the current contract with GFL and also authorizing Mr. Shipman to write the nine-month termination notice if GFL was not interested in extending the current contract. Motion seconded by Mrs. Middleton. Motion passes unanimously 5/0 with Mr. Schuman & Mrs. Sade-Bartl absent.



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### New Business

**Accepted items list price increase-** Mrs. Meyers sent an email to the board on 2-12-24 outlining the items that were being added to the accepted item sheet and the increased prices she proposed due to the increased cost for trash disposal. Mr. Banks made a motion to approve the accepted items price sheet increase that Mrs. Meyers provided. Motion was seconded by Mrs. Middleton. Motion passes unanimously 5/0 with Mr. Schuman & Mrs. Sade-Bartl absent.

**Non RCRA & WCSWMD recycling bin stickers-** Mrs. Meyers presented the board with 3 different quotes for stickers that the district must have on hand for operations at the facility. The quotes came from Hinen Printing, 46 Graphics, and Blue River Digital. Mrs. Meyers stated that the facility uses approximately 100 stickers per year give or take. If the district purchases a larger # of stickers there is a larger discount in price. Mrs. Middleton suggested that Mrs. Meyers also get a quote from Vinyl Works for the stickers. Mrs. Middleton made a motion for Mrs. Meyers to purchase 1,000 Non-RCRA stickers and 500 WCSWMD recycling bin stickers from whomever quoted the lowest price. Motion seconded by Mr. Hodges. Motion passes unanimously 5/0 with Mr. Schuman & Mrs. Sade-Bartl absent.

**Annual Financial Report** – Mrs. Meyers presented the board with the annual financial report which had already been submitted and published. Mrs. Meyers stated that she needed the board to sign the document acknowledging that it was presented to them. Mr. Hodges made a motion to approve the acknowledgement of the annual financial report. Motion seconded by Mrs. Middleton. Motion passes unanimously 5/0 with Mr. Schuman & Mrs. Sade-Bartl absent.

**Public Comments-** Mr. Shipman gave the board a brief update on the joint introductory meeting that he and Mrs. Meyers had with the CAC and Joint Board members. Mr. Shipman suggested that the CAC be 1<sup>st</sup> tasked with working on and updating the district's 20 yr. plan and 5 yr. plan and presenting it to the board. The district has not had an update done to the 20 yr. plan since 1992 and has never done a 5 yr. plan that anyone is aware of. Mr. Banks made a motion to allow the CAC to begin working on an updated 20 yr. plan and 5yr plan that can be presented to the board. Motion seconded by Mrs. Baysinger. Motion passes unanimously 5/0 with Mr. Schuman & Mrs. Sade-Bartl absent.

Mrs. Baysinger made a motion to adjourn; Mrs. Middleton seconded. Meeting adjourned at 10:00 am

Theresa Baysinger- President

Rob Schuman- Secretary