

AGENDA

BOARD OF DIRECTOR'S MEETING

of the

MONROE COUNTY SOLID WASTE MANAGEMENT DISTRICT

Meeting Connection via ZOOM

<https://monroecounty-in.zoom.us/j/83148285094?pwd=VExtMEcrcDdPcm1YSzQwbnYwUzVrQT09>

Meeting ID: 831 4828 5094

Password: 299551

Thursday December 9, 2021

4:00 pm

CALL TO ORDER

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ADJOURN

MINUTES

Executive Committee Meeting
of the
Monroe County Solid Waste Management District

Monday October 25, 2021 5:00 p.m.

Meeting Connection VIA ZOOM

<https://monroecounty-in.zoom.us/j/89658250052?pwd=L1NBY1VjSS9aZ2UvNk16NlplTVHY2Zz09>

Meeting ID: 896 5825 0052

Password: 256716

Members Present: Cheryl Munson, Chairperson; Isabel Piedmont-Smith, Vice-Chairperson; Penny Githens, Secretary

Members Absent: None

Staff Present: Tom McGlasson Jr., Executive Director; Cathy Martin, Controller

CAC Present: Joe Wynia, Chairperson

Legal Counsel Present: Lee Baker

Munson called the meeting order at 5:03 p.m.

Approval of Executive Committee Meeting Minutes – September 30, 2021

Munson noted that Piedmont-Smith has reviewed the Executive Committee minutes and provided suggested changes. Piedmont-Smith motioned to approve; Githens seconded. Piedmont-Smith asked McGlasson if he had received the suggested revisions in Dropbox. McGlasson stated he received the revisions for both sets of minutes. Roll call vote was unanimous; motion passed.

Review of Board of Directors Meeting Minutes – October 14, 2021

Piedmont-Smith noted that she was absent from the meeting and motioned to forward the minutes to the Board for approval; Githens seconded. Munson stated that she reviewed the minutes and provided suggested revisions in Dropbox. Roll call vote was unanimous, motion passed.

Resolution 2021-14 – Ordinance for Fixing Salaries for the Calendar Year 2022

Piedmont-Smith motioned to forward resolution 2021-14 to the full Board; Githens seconded. McGlasson stated this is an annual resolution to establish wages for the coming year. He continued that this resolution is based on the Personnel Services category in the 2022 budget which has been approved by the Board and adopted by the County Council, and includes a \$900 increase for all positions and a minimum rate of pay of \$15.00 per hour.

Piedmont-Smith asked if this is the first year we have the Controller as an hourly position. McGlasson stated the Controller is currently being paid hourly, and this is the first time it has appeared on the resolution this way. This change was made earlier this year when the position was reduced from forty (40) hours per week to thirty (30) hours per week.

Munson asked if this schedule was working well for the District. Martin stated at this point it is, but noted that she has not been through end of year reconciliation and reporting yet. She doesn't see any issues with the schedule and believes there is enough flexibility with scheduling to even out the hours if there are weeks where she has to work over thirty (30) hours. McGlasson stated that part of the rationale for the change was the ability to flex the schedule so that the total hours worked for the year would not exceed a thirty (30) hour per week schedule.

Roll call vote was unanimous; motioned passed.

Resolution 2021-15 – To Establish the 2022 District Holiday Schedule

Piedmont-Smith motioned to forward resolution 2021-15 to the Board; Githens seconded.

Githens stated that she found it confusing due to the different days of operation for the facilities and the different work schedules for employees. McGlasson agreed it can be confusing and is not easy to put together, but over the years he and the Board have tried to equalize the amount of paid holiday time by adding floating holidays for some employees. He noted that the South Walnut facility being closed on Mondays causes that facility to miss a lot of holidays.

Discussion ensued concerning the proposed holiday schedule, the facility schedule information provided in the packet, the 2021 holiday schedule, how individual employee schedules impact the holidays observed, and ways to provide more equitable paid holiday time for all employees.

Piedmont-Smith suggested adding two (2) floating holidays to the South Walnut schedule rotation the currently has two (2) fewer holidays. Munson and Githens concurred.

Munson asked to add a “Whereas” clause to the resolution to clarify the reasons for the different holiday schedules and for adding the floating holidays.

Piedmont-Smith stated she felt it was important for everyone to understand that some District employees work more than eight (8) hours per day.

McGlasson asked if the committee wished to include the holiday names on the resolution or leave them off. Githens stated that the County does not include the names, just the dates. Piedmont-Smith stated that the City does identify holidays. Consensus among committee members was to leave the holiday names on the resolution.

Roll call vote to forward amended resolution to the Board was unanimous; motion passed.

Cash Reserves / Banking Services

Martin stated that a local bank reached out to the District a few months ago asking if they could submit a proposal to handle our banking needs. She continued that she and McGlasson were already discussing ways to better manage the District’s day to day banking at that time, and that there have been some issues with our current bank that we have not been able to resolve. Staff did accept the proposal and thought it was a thorough presentation and an attractive overall package. However, staff felt that due diligence required them to seek proposals from other institutions for comparison. Staff contacted three (3) additional local banking institutions seeking proposals, and only one (1) submitted a proposal. The two (2) proposals received are compared on the spreadsheet included in the packet, with Bank A being the bank that approached the District.

Martin reviewed the comparison of the two (2) proposals.

Munson asked how payroll is handled and if a change in bank would impact that. Martin described how a payroll is processed and the banking steps involved, stating that the process for Bank A is almost identical, and she didn’t think changing banks would cause a problem.

Martin stated that she and McGlasson have discussed wanting the ability to accept debit and credit cards at South Walnut and that Bank A has indicated that they can help set that up. McGlasson stated that Bank A works with a 3rd party vendor on that, but they have an established relationship with that vendor and have set this up for other clients. Martin stated that the vendor has a local rep to work with.

Martin stated that Bank A has also offered to waive costs and fees on our first check order and the transfer of funds to establish the accounts.

Martin stated that staff feels that a change is in order given the unresolved issues with our current bank. She believes that Bank B is a good bank but just didn't provide enough information in their proposal to adequately evaluate it, and she doesn't believe they have as much to offer as Bank A. Based on the research done, Bank A is staff's recommendation.

Munson thanked the staff for their research and for looking for additional ways to help the District prosper.

Githens stated she appreciated that the staff's presentation did not include the bank names, which allows for an independent decision to be made.

Piedmont-Smith echoed Munson's and Githen's gratitude and asked to clarify that Bank A's fee structure is good for the District as long as minimum balances are maintained to earn higher interest. Martin confirmed.

Piedmont-Smith asked about comparing the provided interest rate of point one five percent (0.15%) to the average yield of current investments. Martin stated she would have to review the portfolio, but that we looked at that not too long ago and the yields were not that much. McGlasson stated that his recollection from the most recent cash flow statement is that the current investments actually have a number of months where the revenues were less than the administrative fees.

McGlasson stated that Bank A's proposal includes all accounts, even the checking accounts, to be interest bearing, so when the market is down we can divest and still have the money in an interest bearing account. He continued by reminding the committee that when he discussed managing cash reserves with the County Treasurer's office, Jessica McClellan indicated that the County leaves its money in an interest bearing money market account.

Discussion ensued concerning proposed interest rates, minimum balances, and potential rate of return on investments.

Munson asked if this needed to be brought before the Board under a resolution. McGlasson apologized, stating he had intended to review this with legal counsel before the meeting to see if this fell within any parameter governed by the investment policy or state statute. He stated he will confer with legal counsel to determine next steps. McGlasson asked if legal counsel opines that this does not need to go before the Board, is there consensus amongst the committee members to have staff move forward with staff's recommended Bank A. Munson asked for a motion.

Githens moved that if a resolution is not required for the full Board to consider this, that McGlasson and Martin are authorized to transfer the District's funds and banking services to Bank A; Piedmont-Smith seconded. Roll call vote was unanimous, motion passed.

All Other Items Deemed Appropriate for Executive Committee Discussion

Munson asked for a follow up to last month's discussion on apartment recycling. Piedmont-Smith stated she has asked City Council staff to reach out to AIM for thoughts on the State's response to a local ordinance requiring recycling at new apartment complexes, and she will report back what she finds out. McGlasson stated he has talked with the City Public Works Director and there is interest on their end to collaborate on such a project. He also emailed with the Board Chair at Bloomingfoods and she is interested but wanted to discuss it with the full Board.

McGlasson referred to Munson's question last month about recycling at the new hospital, stating that he had a virtual meeting with representatives from IU Health and was informed that the facility will have recycling available. They plan to have two hundred (200) plus recycling drop-off stations on campus for comingled single stream recycling, and have contracted with Republic Services for a dedicated cardboard compactor on campus. He continued that IU Health informed him that all paper waste is shredded and that Republic does not accept shredded paper for recycling so he referred them to some local document

destruction companies that may provide recycling for the shredded paper. He said that he asked them about organic and food waste and was told that was not something being considered at this time, but they were open to looking at that in the future.

Meeting adjourned at 6:03 p.m.

Signed – Executive Committee Member
Minutes of October September 30, 2021

Minutes

Monroe County Solid Waste Management District

Board of Directors

Thursday, November 4th, 2021

4:00 p.m.

Meeting connection VIA ZOOM

<https://monroecounty-in.zoom.us/j/83148285094?pwd=VExtMEcrcDdPcm1YSzQwbnUzVrQt09>

Meeting ID: 831 4828 5094

Password: 299551

Community Access Television Services (CATS) provide a public access recording of this meeting in its entirety that is free to view online at www.catstv.net

*The following minutes reference the meeting packet for this date,
including department reports and resolutions*

Members Present: Cheryl Munson, Chairperson; Isabel Piedmont-Smith, Vice-Chairperson; Penny Githens, Secretary; Julie Thomas, Director.

Member Absent: John Hamilton, Director; Lee Jones, Director; Dan Swafford, Director.

Staff Present: Thomas McGlasson Jr, Executive Director; Cathy Martin, Controller

Staff Absent: Scott Morgan, Operations Director; Lee Paulsen, Landfill/Compliance Director

Legal Counsel Present: None

CAC Present: Joseph Wynia

Munson called the meeting to order at 4:02 p.m.

Executive Committee Meeting Minutes – September 30th, 2021

Provided for Information

Board of Directors Meeting Minutes – October 14th, 2021

Piedmont-Smith motioned to approve; Githens seconded. Roll Call vote was unanimous; motion passed.

Controller's Report

a. Cash Flow

Martin presented updated cash balances as of October 31st, 2021.

Piedmont-Smith noted that the Landfill Post Closure investments have been losing money and asked if that is the one held by German American Bank. McGlasson stated that it has not been performing well this year and that in discussions with bank representatives, they have indicated this is due to market conditions and the limitations of our investment options, but we will discuss with them again to see where changes can be made to help improve the performance.

Martin stated that the loss was more significant this month, but that she hasn't had time yet to fully analyze the statement, and agreed that discussing with the investment officer would be beneficial.

Githens acknowledged that we are limited in our investment vehicles, but that with the Wilshire 5000 being up twenty-one percent (21%) this year, she doesn't believe we should be losing money.

Munson asked staff to also inquire about the impact of rising inflation on the portfolio, noting that it looks like we are in a period of rising inflation.

b. Payroll and Claims

Martin presented pre-approved claims in the amount of \$126,426.37 and claims in the amount of \$42,088.21 for approval today, for a total of \$168,514.58. Munson noted this meeting occurs earlier in the month than usual and that many month end reports were not available when the meeting packet was prepared and thanked Martin for her extra work to have that information available at the meeting.

Piedmont-Smith asked how the employee loan payments to John Hancock work and what the funding source is. Martin explained that it is money borrowed against the employee's retirement account, money is withheld from employee pay checks, and no District funds are involved. McGlasson further explained that it does not impact an employee's gross pay only their net, it is comparable to what we do for an employee's share of payments for health insurance.

Piedmont-Smith asked about the Heritage Environmental claim in the amount of \$15,618, the frequency of shipments, and if user fees cover most of that cost. McGlasson stated the shipments are based on the volume we have and storage capacity, are not on a regular schedule, and that user fees cover a good portion of the cost.

Munson noted that pharmaceuticals are included and asked if the District accepts prescriptions medications. McGlasson explained that the District used to through a program implemented by the prosecutor's office, but that program was discontinued and we now only accept over the counter medications. He continued that prescription medicines can only be dropped off at the Sheriff's department, CVS Pharmacy on the east side, and Bloomington Hospital. Munson stated that Monroe Hospital also collects prescription medications.

Piedmont-Smith motioned to approve payroll and claims as presented; Githens seconded. Roll call vote was unanimous; motion passed.

Resolution 2021-14 Ordinance for Fixing Salaries for Calendar Year 2022

Munson stated this is a Board work item that is carried out every year as required by the State to fix salaries for the calendar year. Piedmont-Smith motioned to approve Resolution 2021-14; Githens seconded.

Piedmont-Smith noted that the resolution says these are maximum salaries and asked if any employees make less than the maximum amount. McGlasson stated that currently all employees make the listed maximum, but that we use the term "maximum fixed" so that in the event someone were to leave the District and need to be replaced, we may bring a new person in at a lesser amount depending on training, experience, and certifications. Munson clarified that if the

District wished to bring someone in at a higher amount that would require another resolution. McGlasson confirmed.

Roll call vote was unanimous; motion passed.

Resolution 2021-15 To Establish the 2022 District Holiday Schedule

Piedmont-Smith motioned to approve Resolution 2021-15; Githens seconded. McGlasson stated that an email was sent out earlier in the week with an attachment showing some alternative schedules that were discussed at the Executive Committee meeting for the board to review. Thomas asked McGlasson to share his screen so everyone could see the comparisons. McGlasson displayed the spreadsheet via Zoom and presented the holiday schedules to be considered and how they applied to the various employee schedules. Munson thanked McGlasson for his work preparing the comparisons, noting that it is a difficult task due to the varied work schedules.

Discussion ensued concerning the ratio of paid holiday hours to scheduled work hours; differing employee schedules; how floating holidays are determined, applied, and scheduled; and how the number of holidays fluctuates year to year.

Githens stated that alternative proposal two (2) looks to be the most equitable.

Munson stated that she feels it makes the most sense to count holiday hours and not actual holidays. Piedmont-Smith concurred adding that it should also be compared with scheduled work hours.

Piedmont-Smith asked how the resolution would change if proposal two (2) was chosen. McGlasson stated the number of floating holidays provided to South Walnut employees would increase.

McGlasson stated that if the Board wishes to consider either of the alternate proposals, he requests time to double check the employee schedules with the holidays and ensure that the floating holidays are calculated correctly and bring the resolution back to the Board at the next meeting.

Piedmont-Smith asked if there was a consensus on which holiday schedule to consider. Board members present expressed a consensus in favor of alternate proposal two (2).

Piedmont-Smith motioned to table Resolution 2021-15 until the December Board meeting; Githens seconded. Roll call vote was unanimous; motion passed.

CAC Report

Wynia stated that there is not much to report this month as they did not have a quorum at their meeting, but they did have some informal discussions on the bylaws and compiled questions which have been forwarded to District legal counsel.

Piedmont-Smith asked if the CAC currently has draft bylaws. Wynia stated there are draft bylaws from an uncertain point in the past, which they have been unable to confirm if the CAC ever adopted. He stated that they are working from that draft and trying to incorporate current rules and regulations from State statute, and Monroe County Code, as well as Resolution 90-1 which established the CAC. He advised the Board that the draft versions, as well as working documents, are available in the CAC folder in Dropbox, and that once a final draft is available it will be provided to the Board before being adopted.

Department Reports

McGlasson stated that the County Council unanimously adopted the District's 2022 budget on October 19th, and that the Auditor's Office has completed the required submissions in Gateway. He referred to his report in the packet and stated that staff has initiated the process of changing Banking institutions after vetting the proposals received with the Executive Committee. He reported that staff is working with legal counsel on the process to implement a waste tire program in compliance with State statute, and that staff has been able to schedule educational programs at three (3) MCCSC schools.

Piedmont-Smith asked about the virtual green chat that was held in October. McGlasson stated it was the first of a planned monthly series that we have started, with a number of presenters lined up, some represent businesses and some are local residents, to provide information on practices related to sustainability and conservation. The intent is to be a forum for people to learn and share ideas on ways to reduce waste and become more sustainable and environmentally conscious in their habits at home and at work.

McGlasson referred to the recycling report and highlighted that Hobbs equipment who we lease most of our compactors from has proposed to replace those with newer units having features that should eliminate some of the mechanical issues we experience during winter. Staff is working with legal counsel to determine the options available to the District to modify the existing lease agreements or enter into new ones.

Thomas asked about the impact a heating block on the compactors might have on utility costs. McGlasson stated that the generators at the landfill have heating blocks for their fuel tanks and they have not made a noticeable difference in the electric bills.

McGlasson reported that our current vendor for snow removal at the sites has advised that they will not be providing that service to any customers this winter, and staff is seeking quotes from other vendors to perform that service this winter.

McGlasson referred to the landfill report stating that staff is currently collecting groundwater samples and that some leachate has been hauled due to the colder weather reducing treatment capacity.

McGlasson stated that the District had been contacted by MC-IRIS regarding their *Reduce One Invasive Species Challenge*, which for 2022 is the Callery pear, asking if the District would be willing work with them to reduce or eliminate this species at District facilities. He continued that he agreed to help with this, but also asked if MC-IRIS would be willing to do a full inventory of invasive and non-native species at District facilities and help develop a plan for the to reduce or eliminate them. MC-IRIS agreed, and they are scheduling times for them to inspect the facilities and perform an invasive plant survey.

Munson asked about the number of open cases in the compliance report, noting that forty-five (45) seems like a lot of open cases. McGlasson stated that is a lot, and he doesn't have the detail about that available, but he will check with Lee or Mary Beth and get back to the board.

Comments from Directors

Piedmont-Smith referred to the social media post on Halloween mentioned in the report and asked if there also was some publicity on what to do with the pumpkins instead of putting them in the trash. McGlasson stated he doesn't recall specifically what the post was, but we can certainly do something to promote composting those.

Marty Hawk, County Council member, stated she was interested in the virtual green meetings and asked if the District could post those on Facebook, stating she would be very happy to share that on her page. McGlasson stated he pulled the Facebook page up and the next meeting is on November 20th and is sharable.

Thomas reminded staff to make sure the links for the public meetings are available on the County calendar. She thanked staff for their hard work and the members of the community who make the effort to recycle.

Public Comment

None

Meeting adjourned at 5:08 p.m.

Signed – Board Member

Minutes of November 4, 2021

MONROE COUNTY
SOLID WASTE
MANAGEMENT
DISTRICT

DATE: 12/9/2021
TO: MCSWMD Board of Directors
FROM: Cathy Martin, Controller
SUBJECT: Cash Flow Summary

	Beginning Balance January, 2021	Revenue YTD as of Nov 30th 2021	Expense YTD as of Nov 30th 2021	Balance YTD as of Nov 30th 2021
Operating	2,681,280.95	1,871,581.42	2,922,002.98	1,630,859.39
Saving	1,000,000.00	349.79		1,000,349.79
Closure Bond Debt	7,741.16	174,399.02	152,285.00	29,855.18
Capital	45,413.60	1.00		45,414.60
Landfill/Post Closure	763,826.33	6,434.82	14,777.20	755,483.95

MONROE
COUNTY SOLID
WASTE MANAGEMENT
DISTRICT

12/9/2021
To: MCSWMD Board of Directors
From: Cathy Martin, Controller
Subject: Operating

Begin Balance: 2681280.95

	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	YTD	2021 Budget	2020 Encumbered /Not Spent	YTD Actual Less Budget	Percent Remaining
REVENUE																	
Property Tax						1,125,346.18	-	-	-	-	-	-	1,125,346.18	1,910,851.00		(785,504.82)	0.41
Excise Tax						61,747.04	-	-	-	-	-	-	61,747.04	125,000.00		(63,252.96)	0.51
CVET						3,912.19	-	-	-	-	-	-	3,912.19	7,500.00		(3,587.81)	0.48
Glass Recycling	881.74	1,373.94	1,352.66	1,317.37	1,407.85	932.11	809.89	1,438.52	371.87	-	4,096.66	-	13,982.61	15,000.00		(1,017.39)	0.07
Metal Recycling	4,732.21	4,173.94	3,851.71	2,679.77	10,759.44	7,127.50	6,324.12	8,312.25	6,433.19	5,688.45	4,935.08	-	65,017.66	40,000.00		25,017.66	(0.63)
Sale of Oil													-				
Battery Recycling	411.32			441.75			433.68	9.45	514.25	-	-	-	1,810.45	2,500.00		(689.55)	0.28
Freon	700.00	300.00	700.00	720.00	780.20	560.00	960.00	600.00	580.00	680.00	900.00	-	7,480.20	5,000.00		2,480.20	(0.50)
Green Business	3,650.00	5,000.00	1,150.00	725.00	296.56	166.09	400.00	172.63	163.20	322.40	1,588.03	-	13,633.91	25,000.00		(11,366.09)	0.45
Toter's						-	159.98	-	-	-	-	-	159.98				
Orange Bags	31,611.25	14,558.75	18,905.00	25,246.25	21,306.25	28,880.00	25,412.50	28,595.00	22,063.75	30,376.25	24,153.75	-	271,108.75	300,000.00		(28,891.25)	0.10
CESQG	501.21	44.00	957.39	935.10	180.00	480.56	149.00	55.00	96.00	1,264.17	155.00	-	4,817.43	9,500.00		(4,682.57)	0.49
Paint	445.00	25.00	295.00	275.00	517.00	863.00	972.00	487.00	494.00	450.00	403.00	-	5,226.00				
Rental	1,950.00		393.08	1,951.00		-	1,950.00	103.60	-	1,950.00	-	-	8,297.68	8,000.00		297.68	(0.04)
Refund/Misc	4,130.78			2,550.83	322.68	100.00	5,765.60	-	2,705.91	-	361.92	-	15,937.72				
Host Fee	19,884.28	18,571.71	17,437.80		47,320.90	-	48,591.87	-	64,834.76	-	24,860.50	-	241,501.82	250,000.00		(8,498.18)	0.03
E-Waste	2,380.00	2,140.00	2,700.00	3,960.00	3,199.80	3,260.00	3,320.00	2,940.00	2,540.00	2,340.00	2,700.00	-	31,479.80	30,000.00		1,479.80	(0.05)
Donation						1.00	1.00	-	5.00	105.00	10.00	-	122.00				
Insurance Reimb																	
TOTAL REVENUE	71,277.79	46,187.34	47,742.64	40,802.07	86,090.68	1,233,375.67	95,249.64	42,713.45	100,801.93	43,176.27	64,163.94	-	1,871,581.42	2,728,351.00		(856,769.58)	0.31

EXPENSE	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	YTD	2021 Budget	2020 Encumbered /Not Spent	YTD Actual Less Budget	Percent Remaining
Personnel Services																	
Salaries and Wages	54,554.64	54,922.15	54,302.50	54,386.38	56,782.56	56,255.45	84,222.49	56,117.97	56,212.78	56,214.17	55,785.97	-	639,757.06	801,392.00		(161,634.94)	0.20
Employee Benefits	3,889.08	3,902.03	4,577.42	3,891.69	3,965.75	4,008.56	6,244.91	4,343.88	4,037.45	4,117.89	3,982.05	-	46,960.71	70,615.00		(23,654.29)	0.33
District Insurance	20,744.44	20,435.59	20,395.91	19,761.34	20,186.92	20,186.92	30,280.38	20,186.92	20,186.92	21,944.82	21,944.82	-	236,254.98	350,000.00		(113,745.02)	0.32
Longevity	1,200.00	944.00	400.00	1,200.00		980.00	748.00	5,500.00	1,400.00	1,400.00	1,432.00	-	15,204.00	16,920.00		(1,716.00)	0.10
Wellness Clinic-Activate		3,827.25				3,827.25	-	3,827.25	-	-	3,949.71	-	15,431.46	16,800.00		(1,368.54)	0.08
Retirement	5,841.66	5,834.42	5,973.34	5,874.33	6,086.11	6,053.42	9,098.97	6,031.34	6,032.54	6,048.04	6,053.38	-	68,927.55	81,913.00		(12,985.45)	0.16
Sub-total	86,229.82	89,865.44	85,649.17	85,113.74	87,021.34	91,311.60	130,594.75	96,007.36	87,869.69	89,724.92	93,147.93	-	1,022,535.76	1,337,640.00		(315,104.24)	0.24
Supplies						-	-	339.00	408.10	-	56.67	-	803.77				
Office Supplies	34.06	69.07	230.00	68.99		-	-	-	-	-	-	-	402.12	6,075.00		(5,672.88)	0.93
Operating Supplies	688.33	2,646.20	2,180.05	1,416.89	3,539.63	2,189.03	3,338.03	2,191.35	1,812.47	4,113.68	6,312.06	-	30,427.72	54,250.00		(23,822.28)	0.44
Repair and Maintenance	1,887.97	1,756.61	608.11	756.52		1,940.86	116.68	252.86	1,334.36	465.80	-	-	9,119.77	12,500.00		(3,380.23)	0.27
Other Supplies	5,286.25		2,140.49		694.34	415.22	5,029.21	-	231.69	443.28	26.28	-	14,266.76	78,300.00		(64,033.24)	0.82
Sub-total	7,896.61	4,471.88	5,158.65	2,242.40	4,233.97	4,545.11	8,483.92	2,783.21	3,786.62	5,022.76	6,395.01	-	55,020.14	151,125.00		(96,104.86)	0.64
Other Services & Charges																	
Professional Services	26,575.82	6,914.00	7,074.10	1,352.28	3,305.60	12,155.30	23,270.30	2,582.00	6,701.75	17,122.10	17,612.97	-	124,666.22	182,200.00	25,068.52	(57,533.78)	0.32
Comm & Transportation	2,516.69	992.56	1,778.70	1,096.81	541.40	1,593.36	1,054.55	1,148.46	1,401.58	1,292.59	799.01	-	14,215.71	20,100.00		(5,884.29)	0.29
Printing and Advertising	974.97	1,219.23	583.75	1,792.25	940.89	1,824.60	1,314.25	1,720.38	667.30	602.38	1,178.50	-	12,818.50	17,250.00		(4,431.50)	0.26
Worker's Comp								1,276.00	-	-	-	-	1,276.00				
Utility Services	4,305.59	4,111.22	4,103.28	2,935.34	2,699.51	2,500.52	2,761.34	2,860.58	2,781.03	2,712.07	2,711.82	-	34,482.30	47,450.00		(12,967.70)	0.27
Repair & Maintenance	4,610.84	4,959.98	5,969.86	18,968.90	3,534.22	6,048.41	2,503.44	3,627.62	25,926.29	8,959.69	2,497.43	-	87,606.68	87,700.00	1,887.97	(93.32)	0.00
Rentals	5,143.43	9,135.40	5,144.00	14,097.57	5,610.20	5,083.37	5,784.00	5,322.08	5,332.27	6,542.08	6,339.91	-	73,533.91	74,000.00		(466.09)	0.01
Other Services & Charges	14,279.69	119,722.26	23,484.79	51,036.30	35,073.31	11,510.28	65,399.87	45,201.44	45,699.51	53,816.39	69,323.39	-	534,547.23	660,875.00		(126,327.77)	0.19
Sub-total	58,407.03	147,054.65	48,138.48	91,279.45	52,242.13	40,715.84	102,087.75	63,738.56	88,509.73	91,047.30	100,462.63	-	883,683.55	1,228,075.00	26,956.49	(344,391.45)	0.28
Capital Outlay																	
Land																	
Imprvmt O.T. Buildings									10,000.00				10,000.00	10,000.00		-	-
Machinery and Equipment											(34,386.00)						
Building Improvements																	
Computer Equipment																	
Vehicle Purchases/Lease																	
Other Capital Outlays																	
Cum Capital																	
Sub-total	-	-	-	-	-	-	-	-	10,000.00	-	(34,386.00)	-	(24,386.00)	10,000.00		(34,386.00)	3.44
Payroll Liability Clearing	4,235.59	(3,768.96)	6,489.50	1,450.91	882.65	1,616.18	(15,616.50)	(462.47)	6,248.58	12.79	(15,938.74)	-	(14,850.47)				
Acct Transf To Savings				1,000,000.00									1,000,000.00				
													985,149.53				
Total Expenses	152,533.46	241,391.97	138,946.30	1,178,635.59	143,497.44	138,188.73	225,549.92	162,066.66	196,414.62	185,807.77	149,680.83	-	2,922,002.98	2,726,840.00	26,956.49		

Ending Balance 1,630,859.39

G/L Balance 1,630,859.39

Difference -

MONROE COUNTY SOLID
WASTE MANAGEMENT
DISTRICT

Date: 12/9/2021
To: MCSWMD Board of Directors
From: Cathy Martin, Controller
Subject: Savings

Begin Balance 1,000,000.00

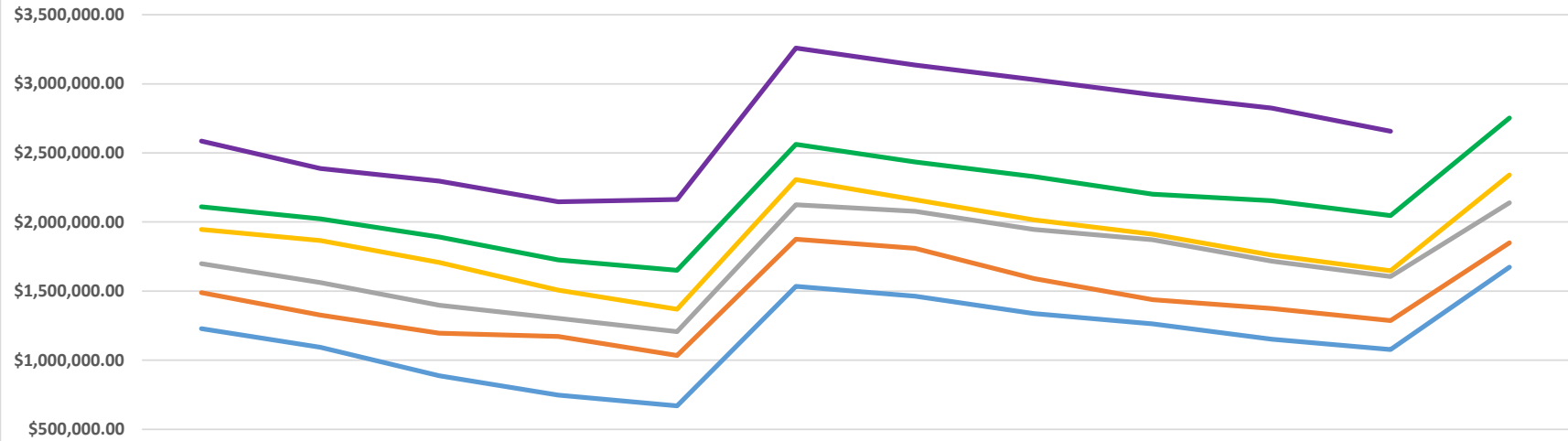
	21-Jan	21-Feb	21-Mar	21-Apr	21-May	21-Jun	21-Jul	21-Aug	21-Sep	21-Oct	21-Nov	21-Dec	YTD
REVENUE													-
													-
Interest				40.80	38.08	44.88	40.81	43.53	40.81	39.45	61.43		349.79
													-
													-
Total Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-
													349.79

EXPENSE

													-
													-
													-
													-
													-
													-
													-
Total Expenses	-	-	-	-	-	-	-	-	-	-	-	-	-

End Balance 1,000,349.79

Operating Fund Monthly Cash Balance



	January	February	March	April	May	June	July	August	September	October	November	December
2016	\$1,227,995.2	\$1,094,334.8	\$887,447.72	\$747,227.64	\$669,599.87	\$1,535,102.6	\$1,463,907.2	\$1,337,568.3	\$1,263,022.7	\$1,151,734.7	\$1,077,278.8	\$1,673,235.0
2017	\$1,488,930.7	\$1,326,604.7	\$1,195,284.0	\$1,171,820.1	\$1,034,300.5	\$1,875,425.2	\$1,809,312.4	\$1,591,667.0	\$1,437,810.6	\$1,373,413.2	\$1,286,197.2	\$1,848,992.9
2018	\$1,697,973.5	\$1,560,885.3	\$1,397,614.7	\$1,303,087.1	\$1,206,638.6	\$2,124,710.7	\$2,077,307.4	\$1,945,851.6	\$1,870,920.0	\$1,717,416.9	\$1,604,729.6	\$2,139,266.8
2019	\$1,945,889.6	\$1,866,297.3	\$1,707,318.4	\$1,507,763.7	\$1,368,834.2	\$2,306,851.8	\$2,161,496.5	\$2,014,873.5	\$1,911,596.8	\$1,760,542.3	\$1,648,154.9	\$2,340,545.3
2020	\$2,110,891.0	\$2,022,363.4	\$1,891,642.5	\$1,724,770.4	\$1,650,578.1	\$2,561,871.7	\$2,434,077.9	\$2,329,291.3	\$2,201,388.0	\$2,153,362.8	\$2,046,015.7	\$2,752,598.4
2021	\$2,585,384.6	\$2,387,180.0	\$2,295,976.3	\$2,146,323.2	\$2,163,230.2	\$3,258,563.5	\$3,135,509.1	\$3,030,684.5	\$2,920,324.2	\$2,824,945.5	\$2,657,149.7	

MONROE
COUNTY SOLID
WASTE
MANAGEMENT
DISTRICT

Date: 12/9/2021
To: MCSWMD Board of Directors
From: Cathy Martin, Controller
Subject: Closure Bond Debt

Begin Balance 161,376.16

REVENUE

	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	YTD	2021 Budget	YTD Actual Less budget	Percent Remaining
Interest											0.65		0.65			
Debt Service Tax						164,902.22							164,902.22	285,570.00	-120,667.78	42.26%
Excise Tax						8,930.34							8,930.34	19,650.00	-10,719.66	54.55%
Cvet						565.81							565.81	1,100.00	-534.19	48.56%
Transfer IN													0.00		0.00	
Total Revenue	0.00	0.00	0.00	0.00	0.00	174,398.37	0.00	0.00	0.00	0.00	0.65	0.00	174,399.02	306,320.00	480,719.02	156.93%

EXPENSE

	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	YTD	2021 Budget	YTD Actual Less budget	Percent Remaining
Principal	135,000.00						135,000.00						270,000.00	270,000.00	0.00	0.00%
Interest	18,635.00						17,285.00						35,920.00	35,920.00	0.00	0.00%
Agency Fee													0.00	400.00	-400.00	100.00%
Transfer Out															0.00	
															0.00	
															0.00	
Total Expenses	153,635.00	0.00	0.00	0.00	0.00	0.00	152,285.00	0.00	0.00	0.00	0.00		305,920.00	306,320.00	400.00	0.13%

End Balance 29,855.18

MONROE
COUNTY SOLID
WASTE
MANAGEMENT
DISTRICT

Date: 12/9/2021
To: MCSWMD Board of Directors
From: Cathy Martin, Controller
Subject: Capital

Begin Balance 45,413.60

	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	YTD	Budget Less YTD	Percent Remaining
REVENUE															
											\$ 1.00				
Transfer IN															
Total Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1.00	\$ -	\$ 1.00		

EXPENSE															
Improvements															
Total Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		

End Balance 45,414.60

MONROE
COUNTY SOLID
WASTE
MANAGEMENT
DISTRICT

Date: 12/9/2021
To: MCSWMD Board of Directors
From: Cathy Martin, Controller
Subject: Landfill/Post Closure

Begin Balance: 763,826.33

	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	YTD
REVENUE													
Interest	1,078.31	264.51	792.04	555.25	106.02	553.65	1,312.38	443.07	199.37	192.96	199.37		5,696.93
Dividend													
Gain on Investment				254.85	127.05		355.99						737.89
Transfer													
Total Revenue													6,434.82

EXPENSE

Bank Fee's	318.26	318.32	317.31	316.81	317.01	616.98	316.46	317.02	316.77	316.36	315.49		3,786.79
Loss on Investment	295.06	2,378.09	1,681.10			1,179.47		745.15	862.55	1,964.35	1,571.25		10,677.02
Market Value Adjustment	313.39												313.39
Transfer													
Total Expenses													14,777.20

End Balance 755,483.95

Date: 12/9/2021
 To: MCSWMD Board of Directors
 From: Cathy Martin, Controller
 Subject: Summary of Payroll and Claims

Payroll & Accounts Payable Claims:	11/10/21	Payroll	
		Payroll Claims	
		Longevity	
		Accounts Payable Claims	50,879.31
		Debt (Bond)	
Approved by Board Chair or Designee	11/10/21		50,879.31
Payroll & Accounts Payable Claims:	11/17/21	Payroll	18,676.31
		Payroll Claims	11,671.72
		Longevity	211.13
		Accounts Payable Claims	38,282.08
		Debt (Bond)	
Approved by Board Chair or Designee	11/17/21		68,841.24
Payroll & Accounts Payable Claims:	11/22/21	Payroll	
		Payroll Claims	
		Longevity	
		Accounts Payable Claims	12,269.46
		Debt (Bond)	
Approved by Board Chair or Designee	11/22/21		12,269.46
	12/01/21	Payroll	19,069.89
		Payroll Claims	9,166.19
		Longevity	
		Accounts Payable Claims	30,541.39
		Debt (Bond)	
Approved by Board Chair or Designee			58,777.47
Total Pre-approved :			190,767.48

We have examined the claims summarized above and approved.



Tom McGlasson Jr, Executive Director



Cathy Martin, Controller

MONROE
COUNTY SOLID
WASTE
MANAGEMENT
DISTRICT

Date: November 10, 2021
To: MCSWMD Board of Directors
From: Cathy Martin, Controller

RE: Approval of Payroll & Claims

Payroll & Accounts Payable Claims:

11/10/2021

Payroll:

Direct Deposit:	
Check	
Payroll Claims:	
Longevity	
Accounts Payable Claims:	50,879.31
Capital Improvement	
Debt (Bond)	
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	50,879.31

We have examined the claims summarized above and approved.



Tom McGlasson Jr, Executive Director

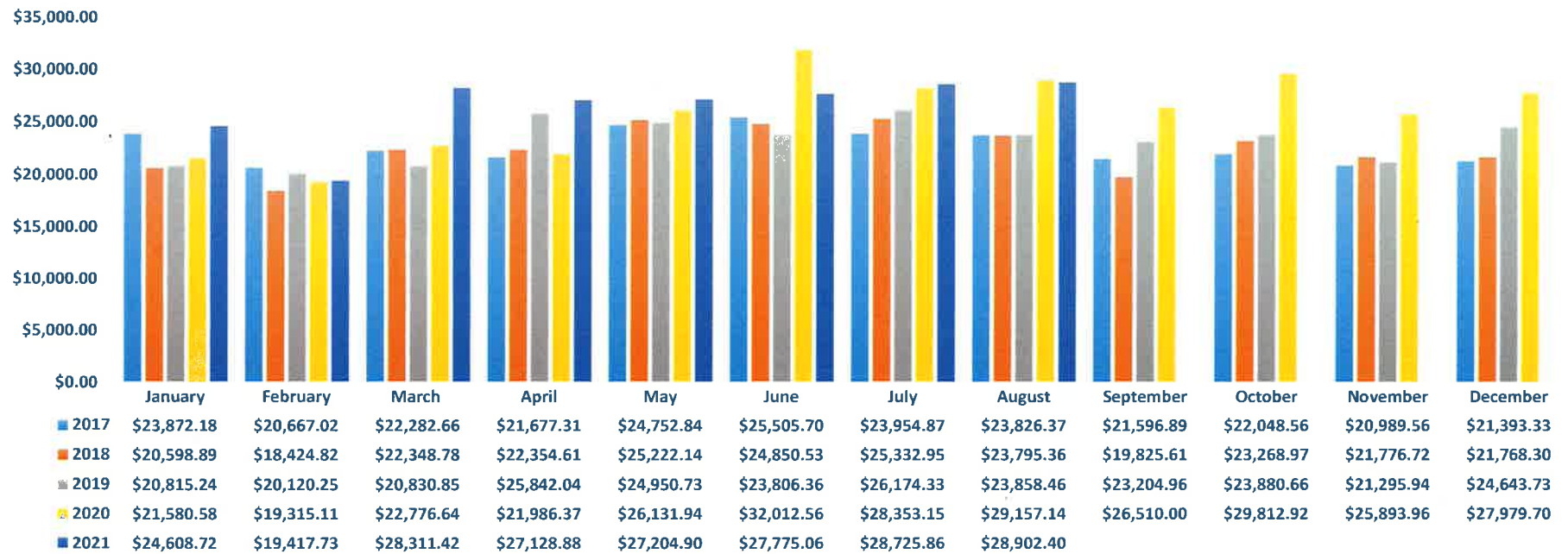


Cathy Martin, Controller

Claims Docket Report

	Claim	Vendor	Name	Description	Net Amount
Batch: 667	1	243	Artistic Media Partners	Radio advertisement (Oct 2021)	525.00
	2	115	AT & T	Monthly: Oard site phone	53.86
				Monthly: Bethel site phone	77.91
	3	286	Bynum Fanyo Utilities, Inc.	WWTP Hauling	3,844.00
	4	39	City of Bloomington Utilities	Monthly: Admin, RRC & HHW utilities	247.37
	5	398	Cummins Crosspoint	Landfill: Full PM semi-annual service	199.90
				Landfill: Full PM semi-annual service	199.90
	6	49	Curie Environmental Services, LLC	CuriePack smoke alarm recycling kits (4)	5,148.00
	7	19	Duke Energy Indiana Inc	Monthly: Electric at Dillman site	123.55
				Monthly: Electric at Oard site	128.65
	8	289	Element Materials Tech Daleville, LLC	Biweekly: Monitoring Landfill leachate (lab analysis)	203.00
	9	382	Global Equipment	Purchase of 4 cases of 60 gal black trash bags	304.36
	10	47	Hobbs Equipment Inc	Monthly compactor rental (S. Walnut and 4 sites)	4,435.00
	11	137	Hoosier Transfer Station	Compliance: Illegal dumping	2.58
	12	51	Hoosier Workwear Outlet Inc	Safety boots for site operator (W. Davis)	100.00
	13	61	K & S Rolloff, Inc	Monthly glass hauling at sites	717.44
	14	64	Koorsen Fire & Security Inc	Semi-annual: Industrial dry chem inspection (HHW)	172.15
	15	78	N Anderson Excavating & Lawn Care LLC	Landfill: Clean out and haul sediment from center sediment pond and pond next to Anderson Rd; remove rip rap around pond and around stand pipe and replace with new rock; check dam	5,300.00
				Reimbursement for ice purchased for shipping	
	16	281	Paulsen, Lee	Landfill groundwater samples	26.28
	17	145	Republic Services of Indiana	Monthly (Aug 2021) Hauling and MSW Disposal	28,902.40
	18	92	Smithville Communications Inc	Monthly: Ellettsville site phone	46.86
				Monthly: Dillman site phone (July & Oct)	91.19
	19	112	Washington Township Water Corp	Monthly: Landfill water usage	29.91
Grand Total:					50,879.31

Republic Services Monthly Hauling, MSW Disposal, & Recycling Costs



MONROE
COUNTY SOLID
WASTE
MANAGEMENT
DISTRICT

Date: November 17, 2021
To: MCSWMD Board of Directors
From: Cathy Martin, Controller
RE: Approval of Payroll & Claims

Payroll & Accounts Payable Claims:

11/17/2021

Payroll:

Direct Deposit:	18,676.31
Check	
Payroll Claims:	11,671.72
Longevity	211.13
Accounts Payable Claims:	38,282.08
Capital Improvement	
Debt (Bond)	
	<hr/>
	68,841.24

We have examined the claims summarized above and approved.


Tom McGlasson Jr, Executive Director


Cathy Martin/ Controller

Claims Docket Report

Claim	Name	Description	Net Amount
1	A & A Quick Pump	Port-a-potty portable toilets for all sites Oct, 2021	240.00
2	AT & T—Courthouse	Monthly: HHW & Landfill alarm system	52.62
3	Bynum Fanyo Utilities, Inc.	Landfill: Clean manholes	600.00
4	C & S, Inc.	Monthly fuel for all departments	756.41
		Sales tax credit	-21.31
5	Canon	Monthly copier/printer rental	379.00
6	Cassady Electrical Contractors, Inc	Landfill: Electrical work on feed pump	1,372.09
7	CenterPoint Energy	Monthly Admin building	76.28
		Monthly RRC/HHW	113.40
8	Chase Card Services	Department Expense: Landfill - internet service, wastewater training; Admin - AISWMD lodging, hand sanitizer and bath tissue; RRC - paper towels	595.56
9	Cintas #2	Weekly Rugs and towels (RRC & HHW)	52.22
		Weekly Rugs and towels (RRC & HHW)	52.22
		Weekly Rugs and towels (RRC & HHW)	52.22
		Weekly Rugs and towels (RRC & HHW)	52.22
		HHW medical supplies	19.26
		First Aid/CPR/AED Training for all departments	2,084.13
10	Duke Energy Indiana Inc	Monthly RRC & HHW	597.34
		Monthly Admin building	318.78
		Monthly Bethel site	212.09
11	Effectv	Monthly TV advertisement	437.00
		Monthly Digital	216.50
12	Indiana State Central Collection Unit	Remit #7939393 Case #53C04-1708-DC000373	90.00
13	Indiana State Central Collection Unit	Remit #006812207 Case #53C07-1108-JP-000630	132.00
14	Industrial Environmental Monitoring Inst	Landfill: Groundwater equipment rental	569.35
15	Invesco Investment Service	Bi-weekly payroll IRA for employees	29.00
16	John Hancock	Employee loan	159.25
17	John Hancock	Employee loan	445.37
18	John Hancock	Employee Loan	31.54
19	MedAssure Heartland	Mixed disposal: syringes	372.00
20	PC Max, Inc	Laptop repair (Operation director)	389.00
21	Production House	30 second commercial production (2)	1,300.00
22	Shoe Carnival Inc	Safety boots for employee (Site operator)	99.98
23	Republic Services of Indiana	Monthly (Sept, 2021) Hauling and MSW Disposal	26,406.56

Claims Docket Report

Claims Docket Report				
Claim	Vendor	Name	Description	Net Amount
Grand Total:				38,282.08

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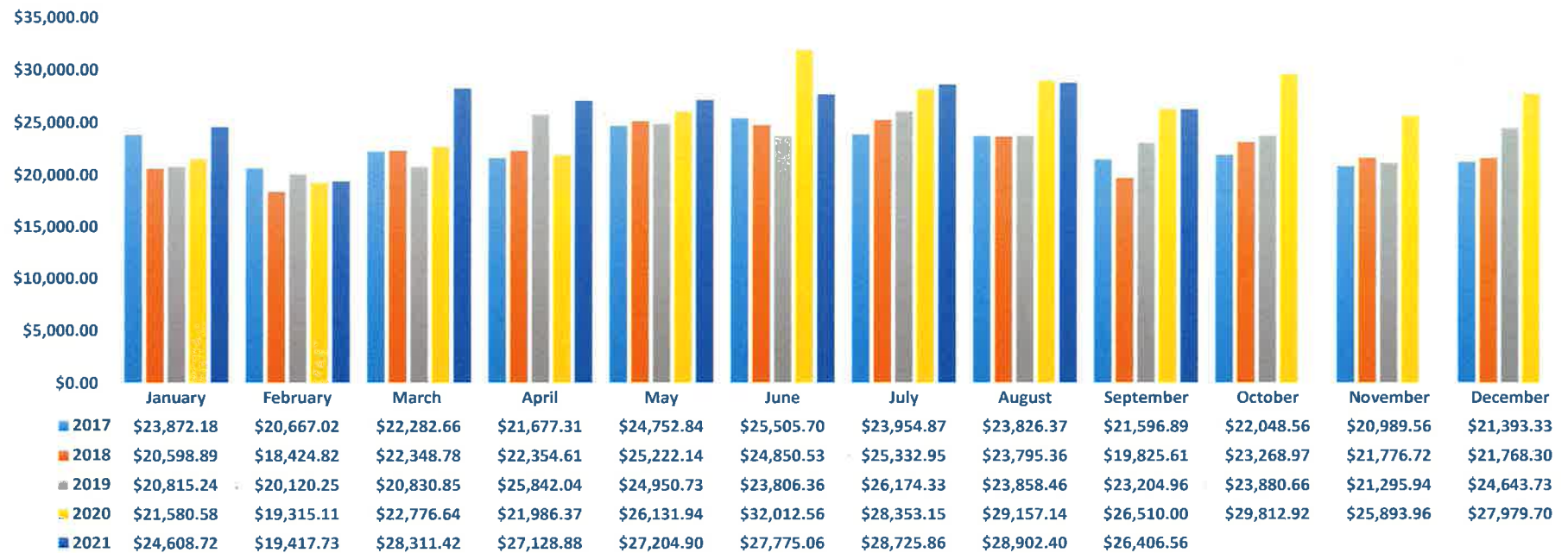
 Monroe County Solid Waste Management Dis
 Batch 5784 thru Batch 5784

Page 1 of 1

BatchNo: 5784 Comment: 11/19/21 Payroll Claims
 Status: Open Date Opened: 11/15/2021
 Source: AP

Fund	Account No/Description	Post Date	Per/Year	Operator Ven/Emp#	Ref Number Po/Rct	Description	Debits	Credits
1000	07-22.61000 Federal Withholdings	11/15/2021	11 / 2021	CATHY		Federal Withholding	2,201.98	
1000	07-22.65000 FICA Social Security	11/15/2021	11 / 2021	CATHY		FICA SS	3,132.96	
1000	07-22.64000 FICA/Medicare Withholdings	11/15/2021	11 / 2021	CATHY		FICA Medicare	732.72	
1000	07-22.62000 State Withholdings	11/15/2021	11 / 2021	CATHY		State Withholding	1,862.99	
1000	07-22.63000 County Withholdings	11/15/2021	11 / 2021	CATHY		County Withholding	735.68	
1000	07-22.41340 John Hancock Retirement	11/15/2021	11 / 2021	CATHY		Employee Retirement	3,005.39	
Batch Totals:							11,671.72	

Republic Services Monthly Hauling, MSW Disposal, & Recycling Costs



MONROE
COUNTY SOLID
WASTE
MANAGEMENT
DISTRICT

Date: November 22, 2021
To: MCSWMD Board of Directors
From: Cathy Martin, Controller
RE: Approval of Payroll & Claims

Payroll & Accounts Payable Claims:

11/22/2021

Payroll:

Direct Deposit:

Check

Payroll Claims:

Longevity

Accounts Payable Claims: 12,269.46

Capital Improvement

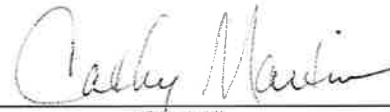
Debt (Bond)

12,269.46

We have examined the claims summarized above and approved.



Tom McGlasson Jr, Executive Director



Cathy Martin, Controller

Claims Docket Report

Claim	Vendor	Name	Description	Net Amount
Batch: 669	1	483	Concordance Healthcare Solutions	HHW Sharps containers - 5 qt (15 cs); 1 qt (3 cs)
	2	398	Cummins Crosspoint	Landfill: Block heater replacement for generator by treatment plant; includes parts and labor
	3	499	Everside Health LLC	Quarterly: (Jan - Mar, 2022) Everside Health Clinic
	4	155	Ind Department of Workforce Dev	3rd quarter adjustment unemployment
	5	61	K & S Rolloff, Inc	Monthly glass hauling at sites/S.Walnut
	6	82	NuGenesis, Inc	Disposal: Recycling refrigerator, dehumidifier, freezer, AC unit
	7	307	Production House	30 second commercial production (2); pre-payment for 2022 commercials
	8	93	South Central Indiana REMC	Monthly: Landfill electric
			Monthly: Landfill electric	132.00
			Monthly: Landfill electric	301.00
			Monthly: Landfill electric	170.00
			Monthly: Landfill electric	85.00
Grand Total:				12,269.46

MONROE
COUNTY SOLID
WASTE
MANAGEMENT
DISTRICT

Date: December 1, 2021
To: MCSWMD Board of Directors
From: Cathy Martin, Controller
RE: Approval of Payroll & Claims

Payroll & Accounts Payable Claims:

12/1/2021

Payroll:

Direct Deposit:	19,069.89
Check	
Payroll Claims:	9,166.19
Longevity	
Accounts Payable Claims:	30,541.39
Capital Improvement	
Debt (Bond)	
	<hr/>
	58,777.47

We have examined the claims summarized above and approved.


Tom McGlasson Jr, Executive Director


Cathy Martin, Controller

Claims Docket Report

Claim	Name	Description	Net Amount
Batch: 671			
1	Aflac	Employee Aflac (November 2021)	46.44
2	Breeden Cleaning Service	Monthly Cleaning Admin and RRC	600.00
3	Comcast Business	Monthly telephone service for all departments	492.81
4	Duke Energy Indiana Inc	Monthly Ellettsville site	174.19
5	Element Materials Tech Daleville, LLC	Bi-weekly: Monitoring Landfill leachate	185.00
6	Hoosier Transfer Station	Compliance: Illegal dumping	3.87
		Compliance: Illegal dumping (boat)	70.93
7	IU Health Plans	Monthly: Employee health (12/01 - 12/31/21)	26,731.21
8	Indiana State Central Collection Unit	Remit #7939393 Case #53C04-1708-DC000373	90.00
9	Indiana State Central Collection Unit	Remit #006812207 Case #53C07-1108-JP000630	132.00
10	Invesco Investment Service	Bi-weekly payroll IRA for employees	29.00
11	John Hancock	Employee loan	159.25
12	John Hancock	Employee loan	445.37
13	John Hancock	Employee loan	31.54
14	John Naylor Trucking, LLC	Landfill gravel	794.94
15	Kleindorfer Hardware & Variety Store	Recycling: Garden hose	33.99
		Landfill: Batteries, water	34.66
		Landfill: No Trespass signs, hand sanitizer	18.54
16	Scott's Termite & Pest Control	Monthly service (Admin and Recycling)	90.00
17	South Central Indiana REMC	Monthly: Landfill electric	57.00
18	Staples Business Credit	Admin: can liners and ear phones RRC: Ink cartridge	94.65
19	TASC	Quarterly: COBRA Admin Fee (1/1/22 - 3/31/22); Membership fee for 2022	226.00

Grand Total: 30,541.39

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Monroe County Solid Waste Management Dis

Page 1 of 1

Batch 5798 thru Batch 5798

BatchNo: 5798 Comment: 12/03/21 Payroll Claims

Status: Open Date Opened: 11/30/2021

Source: AP

Fund	Account No/Description	Post Date	Per/Year	Operator Ven/Emp#	Ref Number Po/Rct	Description	Debits	Credits
1000	07-22.61000 Ferderal Withholdings	11/30/2021	11 / 2021	CATHY		Federal Withholding	2,238.07	
1000	07-22.65000 FICA Social Security	11/30/2021	11 / 2021	CATHY		FICA Social Security	3,165.14	
1000	07-22.64000 FICA/Medicare Withholdings	11/30/2021	11 / 2021	CATHY		FICA Medicare	740.24	
1000	07-22.41340 John Hancock Retirement	11/30/2021	11 / 2021	CATHY		Employee Retirement	3,022.74	
Batch Totals:							9,166.19	



MEMORANDUM

TO: MCSWMD Board of Directors
DATE: December 3, 2021
FROM: Tom McGlasson Jr.
SUBJECT: Resolution 2021-15 To Establish the 2022 District Holiday Schedule

As was discussed at the November Board meeting, this resolution has been revised and is again being presented for consideration. This revised resolution includes the requested added “Floating Holidays” for the South Walnut Recycling and Household Hazardous Waste employees so that all receive a total of eleven (11) paid holidays in 2022. The table on the next page provides a comparison of the proposed holiday schedule by facility and work schedule rotation for all District locations.

2022 PROPOSED HOLIDAY SCHEDULE BY POSITION AND SCHEDULE

[illegible]

RESOLUTION 2021 – 15

Monroe County Solid Waste Management District To Establish the 2022 District Holiday Schedule

WHEREAS, it is necessary and desirable to establish holiday schedules for the employees of the Monroe County Solid Waste Management District; and

WHEREAS, due to the nature of operations and various duties of the employees of the Monroe County Solid Waste Management District, holiday schedules shall be established by facility to best serve the interests of the citizens of Monroe County, Indiana; and

WHEREAS, due to the varying operating schedules of the District facilities, not all facilities observe all holidays, and some holidays are observed either the day before or the day after the actual holiday date; and

WHEREAS, due to the varying operating schedules of the District facilities resulting in varying work schedules and hours worked per day for employees, and the Board's desire for employees to receive an equitable amount of paid holiday time off, some employees are granted "floating holidays" to be scheduled with their supervisor.

NOW THEREFORE, the Board of Directors of the Monroe County Solid Waste Management District, hereby resolves and adopts 2022 holiday schedules for District facilities as follows:

*The Administration Office will be **CLOSED** in observance of the following holidays unless otherwise noticed:*

Monday, January 17, 2022	MARTIN LUTHER KING, JR. DAY
Monday, February 21, 2022	PRESIDENT'S DAY
Friday, April 15, 2022	SPRING HOLIDAY
Tuesday May 3, 2022	PRIMARY ELECTION DAY
Monday, May 30, 2022	MEMORIAL DAY
Monday, June 20, 2022	JUNETEENTH (observed)
Monday, July 4, 2022	INDEPENDENCE DAY
Monday, September 5, 2022	LABOR DAY
Tuesday November 8, 2022	ELECTION DAY
Friday, November 11, 2022	VETERAN'S DAY
Thursday, November 24, 2022	THANKSGIVING DAY
Friday, November 25, 2022	DAY AFTER THANKSGIVING
Monday, December 26, 2022	CHRISTMAS DAY (observed)

RESOLUTION 2021 – 15

Monroe County Solid Waste Management District To Establish the 2022 District Holiday Schedule

The South Walnut Recycling Center and Hazardous Materials Facility will be **CLOSED** in observance of the following holidays unless otherwise noticed:

Saturday, January 1, 2022	NEW YEARS' DAY
Friday, April 15, 2022	SPRING HOLIDAY
Tuesday May 3, 2022	PRIMARY ELECTION DAY
Saturday, June 18, 2022	JUNETEENTH (observed)
Tuesday November 8, 2022	ELECTION DAY
Friday, November 11, 2022	VETERAN'S DAY
Thursday, November 24, 2022	THANKSGIVING DAY
Friday, November 25, 2022	DAY AFTER THANKSGIVING
Saturday, December 24, 2022	CHRISTMAS EVE
Saturday, December 31, 2022	NEW YEAR'S EVE

Additionally, employees of the *South Walnut Recycling Center and Hazardous Materials Facility* are provided floating holidays, to be scheduled with their supervisor, and which must be used during the calendar year 2022, as indicated below:

3 FLOATING HOLIDAYS	Provided to GBN Coordinator, Materials Handler I, Materials Handler II, & HazMat Tech II ONLY
5 FLOATING HOLIDAYS	Provided to Assistant Operations Director, Recycling & Reuse Coord., Truck Driver I, & HazMat Tech I ONLY

The Rural Recycling Centers will be **CLOSED** in observance of the following holidays unless otherwise noticed:

Saturday, January 1, 2022	NEW YEARS' DAY
Monday, January 17, 2022	MARTIN LUTHER KING, JR. DAY
Monday, February 21, 2022	PRESIDENT'S DAY
Friday, April 15, 2022	SPRING HOLIDAY
Monday, May 30, 2022	MEMORIAL DAY
Monday, June 20, 2022	JUNETEENTH (observed)
Monday, July 4, 2022	INDEPENDENCE DAY
Monday, September 5, 2022	LABOR DAY
Friday, November 11, 2022	VETERAN'S DAY
Friday, November 25, 2022	DAY AFTER THANKSGIVING
Saturday, December 24, 2022	CHRISTMAS EVE
Saturday, December 31, 2022	NEW YEAR'S EVE

RESOLUTION 2021 – 15

Monroe County Solid Waste Management District To Establish the 2022 District Holiday Schedule

So voted on, this 9th day of December, 2021 by the Board of Directors of the Monroe County Solid Waste Management District.

AYE

NAY

Cheryl Munson, Chairperson

Cheryl Munson, Chairperson

Isabel Piedmont-Smith, Vice-Chairperson

Isabel Piedmont-Smith, Vice-Chairperson

Penny Githens, Secretary

Penny Githens, Secretary

Julie Thomas, Director

Julie Thomas, Director

John Hamilton, Director

John Hamilton, Director

Lee Jones, Director

Lee Jones, Director

Dan Swafford, Director

Dan Swafford, Director

Attest:

Tom McGlasson Jr., Executive Director



MEMORANDUM

TO: MCSWMD Board of Directors
DATE: December 3, 2021
FROM: Tom McGlasson Jr.
SUBJECT: Ratification of Encumbrance

If you will recall from our 2020 budget, an appropriation in the amount of \$35,000 was approved for the purchase of a new forklift for the S. Walnut Recycling Center. After receiving quotes from 3 potential vendors, the District did enter into an agreement with ProLift in September 2020 to purchase a Toyota forklift almost identical to the one being replaced. At the time the order for the forklift was executed we were advised that the equipment would be delivered in early 2021, and a check was issued, in the amount of \$34,386.00, to be held until the equipment was delivered.

Unfortunately, due to COVID related issues delaying the availability of parts from overseas, the equipment was not able to be delivered as scheduled. We were then advised that there were issues with the EPA concerning emission standards that further delayed delivery, and have been advised to expect delivery in early 2022.

Given that the original check was issued over a year ago and the fact that we are in the process of changing banking institutions, staff became concerned about making sure we had valid payment available when the equipment was delivered. We inquired with SBOA asking how to proceed with re-issuing this payment under our new bank given that these funds are from 2020. Attached is their response, indicating that the original check should be voided and money receipted into the general ledger to be encumbered. It further indicates that this encumbrance should be approved by the Board at their last meeting of the year.

As instructed by SBOA, staff has voided the check issued in September 2020 and credited the funds back to the general ledger, this is documented in the Operating Fund cash flow statement in this meeting packet. Per legal counsel recommendation, we are asking the Board to ratify the encumbrance of \$34,386.00 into fiscal year 2022.

Tom McGlasson

From: SBOA Special Districts <SpecialDistricts@sboa.IN.gov>
Sent: Thursday, November 18, 2021 3:23 PM
To: Tom McGlasson
Subject: RE: Payment Re-Issue Question

Tom,

You can void the check and receipt the money back into your ledger. Since you have a contract in place for the purchase of the equipment, you can encumber the appropriation for that amount and add it to your budget for 2022 so that your 2022 budget does not have to incur an expense from the prior year. The encumbrance should be approved by the district board at the last meeting of the year. When the equipment comes in next year you can issue a new check out of the encumbered appropriation.



Susan W. Gordon, CPA
Director of Audit Services

Indiana State Board of Accounts
 302 West Washington Street, Room E418
 Indianapolis, IN 46112
 317-232-2513
www.in.gov/sboa

The foregoing should not be construed as a legal opinion, but rather as the position the State Board of Accounts may take during an audit. Please consult an attorney on all legal matters.

From: Tom McGlasson <tmcglass@mcswmd.org>
Sent: Tuesday, November 16, 2021 1:18 PM
To: Caldwell, Todd <tcaldwell@sboa.IN.gov>
Cc: Cathy Martin <cmartin@mcswmd.org>; Connie Hudson <chudson@mcswmd.org>
Subject: Payment Re-Issue Question

****** This is an EXTERNAL email. Exercise caution. DO NOT open attachments or click links from unknown senders or unexpected email. ******

Mr. Caldwell,

We have a situation where a check was issued in September of 2020 for the purchase of a piece of equipment. However, due to the manufacturer having issues obtaining parts from overseas due to COVID, the equipment was unable to be delivered as scheduled. We held the check assuming this would be a short delay. We were then notified that the manufacturer was having issues with the EPA concerning emission standards and told that this would probably not be resolved until early 2022. We have continued to hold the check since the equipment has not been delivered. We are now have a check that is over a year old and are in the process of changing banking institutions, so when the equipment is finally delivered early next year (hopefully) we will need to re-issue payment on a check from

our new bank. Given that this was money appropriated in our 2020 budget, what is the proper process to go about re-issuing this check to make payment on the equipment when it is finally delivered in 2022.

Thanks you,
Tom

Tom McGlasson Jr.
Executive Director
Monroe County Solid Waste Management District
3400 S. Walnut St.
Bloomington, IN 474001
812-349-2869

ACCOUNTS PAYABLE VOUCHER

EQUIPMENT DELIVERY DELAYED
CHECK VOIDED - -
ENCUMBER TO 2022

Solid Waste Dist

Vendor: ProLift

Check Number

69553

Claim Number

17

An invoice or bill to be properly itemized must show kind of service, where performed, dates service rendered, by whom, rates per day, number of hours, rate per hour, number of units, price per unit, etc.

Invoice	Invoice Date	Description (Invoice & Packing Slip Must be Attached)	Fund-Department- Account Number	Unit Price	Amount To Be Paid
S1874300 40972725	8/26/20	New Toyota 8FGU30 6,000lb Capcity Forklift	1000-04-40-44440		34,386.00
					34,386.00

I hereby certify that the attached invoice(s) or bill(s) is (are) true and correct and that the materials or services itemed thereon for which charge is made and were ordered and received except _____.

Department Signatures

Date:

9-16-2020



Executive Director

Title

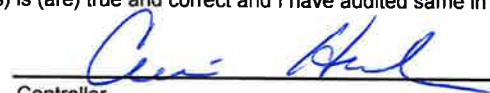
9-16-2020

Signature

I hereby certify that the attached invoice(s) or bill(s) is (are) true and correct and I have audited same in accordance with IC 5-11-10-2.

Date:

9-16-20



Controller



ProLift Toyota Material Handling
1888 Research Way
Indianapolis, IN 46231-3356
Phone: 317-244-8724
Fax: 317-247-0573
www.proliftequipment.com

August 26, 2020

Daniel Brown
Monroe County Solid Waste
3400 S Walnut St
Bloomington, IN 47401-7383

Dear Daniel:

We are pleased to submit the attached Toyota Internal Combustion Lift Truck quotation for your review and approval.

As an authorized Toyota dealer, ProLift Toyota Material Handling can provide the high-quality equipment and service you would expect from the world's leading forklift manufacturer. This quotation reflects our understanding of your forklift needs, combined with a careful configuration of the appropriate equipment and options.

To place your order, please sign and date the quotation where indicated and return to me. If you have any questions, please contact me.

Thank you for your interest in our company and our Toyota products. We look forward to being of valuable service to you for your material handling needs.

Sincerely,

Barry Shelp
Sales Representative
Phone: 317-244-8724
Fax: 317-247-0573
E-mail: bshelp@prolifttoyota.com

encl



ProLift Toyota Material Handling
 1888 Research Way
 Indianapolis, IN 46231-3356
 Phone: 317-244-8724
 Fax: 317-247-0573
 www.proliftequipment.com

To: Monroe County Solid Waste
 3400 S Walnut St
 Bloomington, IN 47401-7383
 Attn: Daniel Brown

Date: August 26, 2020
 Our Ref: 40972725
 Phone: 812-349-2020
 Fax: 812-349-2872

We respectfully submit this quotation for the following NEW Toyota Internal Combustion Lift Truck (1 each):

Toyota...Proud to be the world's #1 forklift manufacturer!

TOYOTA MODEL 8FGU30, Internal Combustion Lift Truck, quality engineered with the following specification:

- Pneumatic Tires
- LP Gas Powered - UL Type "LP" Rating

This forklift is equipped with a 3-Way Catalytic Muffler System as standard equipment, and conforms to current Federal EPA and California ARB regulations for off-road large spark ignited engines.

SYSTEM OF ACTIVE STABILITY™ (SAS)

Toyota's industry exclusive System of Active Stability (SAS) helps reduce lift truck instability by electronically monitoring and controlling various functions of the lift truck.

- **Active Control Rear Stabilizer:** Various lift truck sensors simultaneously monitor vehicle speed, fork height, load weight, and vehicle yaw (or angular acceleration). Should the operator inadvertently place the truck in a potentially unstable lateral condition, the sensors trigger the SAS controller to activate the Active Control Rear Stabilizer to help reduce the likelihood of a lateral tip over. (Note: Does not apply to dual drive configured models)
- **Active Mast Function Controller (AMC):** Should the operator inadvertently place the lift truck in a potentially unstable longitudinal condition, these same sensors trigger the SAS controller to activate the AMC, which limits forward tilt and/or tilt back speed to help reduce the likelihood of a longitudinal tip over.



Photo may portray optional equipment not included in your quotation.

AUTOMATIC FORK LEVELING

Toyota's Automatic Fork Leveling feature increases productivity while reducing damage with a push of a button. By depressing the Automatic Fork Leveling button during forward tilt, operators are quickly and easily able to level the forks.

TOYOTA ENGINE

Engineered to the highest standards of quality, durability, and reliability, your Toyota 8-Series lift truck is outfitted with the industry's most respected industrial engines.

ULTRA COMFORT 4-WAY ADJUSTABLE, FULL SUSPENSION SEAT WITH NON CINCHING SEAT BELT

Operator comfort is taken to a new level with Toyota's Ultra Comfort 4-way adjustable, full suspension vinyl seat. With lumbar, weight, tilt, and almost 6 inches of fore/aft adjustability, your operators will be comfortable and productive throughout their shift. Standard Non-cinching seat belts provide additional comfort in applications requiring frequent reverse travel.

LCD MULTI-FUNCTION DISPLAY II

Features on the new MFD II include data log functions, fuel information, & operation data log all with QR code output; fuel gauge (excluding LP); and password protected administrator level access that can manipulate functions such as travel, vehicle management, and operation data log functions.

Mast 3-Stage (FSV) mast with full free lift provides excellent visibility to load and fork tips, while providing smooth, quiet and consistent operation. Mast specifications:
Maximum Fork Height - **187"**
Overall Lowered Height - 89.2" (Overhead Guard Height - 85.50")
Free Lift - 41.2" with standard Load Backrest

Lifting Capacity **Base Model Capacity - 6,000 lbs. @ 24" load center**
Actual Capacity, based on quoted specifications, - 5,620 lbs. @24" load center to 187" MFH

Actual capacity ratings stated above are based on standard features, options, and attachments available through Toyota at the time of quoting. Non-standard features, options, and attachments may affect actual capacity ratings. Please contact your Toyota sales representative for additional information.

Tilt 6 degrees forward and 6 degrees backwards

Carriage ITA Hook Type, 42" Carriage

Forks "Forks 42" x 5" x 1.8" - Class III"

Load Backrest 48" High Load Backrest

Attachments **Cascade 42" Hang-on Sideshifter (Includes 3rd Function Internal Hosing)**

Speeds Travel Speed: 11.50 mph Lift Speed: 102 fpm

Engine Toyota 2.2L 4Y-ECS Industrial Gasoline Engine
136 cubic inch displacement, 4 cylinder, overhead valve (OHV)
Net Torque Rating: 118 @ 2200 rpm SAE ft-lb (LP Only)
Net Torque Rating: 118 @ 2100 rpm SAE ft-lb (LP/G, GS, G/CNG)
Net Horsepower Rating: 57 @ 2570 rpm SAE HP (LP Only)
Net Horsepower Rating: 51 @ 2570 rpm SAE HP (LP/G, GS, G/CNG)

Transmission Automatic Transmission
1 speed forward, 1 speed reverse standard.

Steering Load Sensing Hydrostatic Power Steering with Tilt Steering Column

Wheels and Tires	Front Tires: 28x9-15-12PR (Pneumatic) Rear Tires: 6.50-10-10PR (Pneumatic)
Additional Equipment	Toyota 360 Support Plus 5 LED STROBE LIGHT (AMBER) 4Y-ECS Hi-Power Engine Orange Seat Belt Rear View Mirrors (Left & Right Sides) Adjustable Volume Back-up Alarm (Smart Alarm) Rear Assist Grip with Horn Button Fire Extinguisher Solid Pneumatic Tires - Front Rear Solid Pneumatic Tires - Including Rear Side Ring Wheels "UL Approved Model Type "LP" (tank not included)"
Other Outstanding Toyota Features	<ul style="list-style-type: none"> • EPA/CARB Certified Engine with 3-Way Closed loop catalytic muffler system • Operator Presence Sensing System (OPSS) • Fully Stamped Steel Side Panels • Electronic Speed Control • Weather Protected Electrical System • Unparalleled Fork Tip Visibility • Foot Activated Park Brake with High Mount Release • Electronic Shift Control • 7" Cyclone Air Cleaner • Fully Insulated Stamped Steel Engine Hood • Dual Operator Assist Grips • Oversized Cup Holder • Heavy Duty, Non-Slip Rubber Floor Mat • LED Headlights • Key Off/Headlight Off System <p><i>Some standard items listed within this quotation may be replaced or altered due to optional equipment.</i></p>

Warranty	12 Months or 2,000 hours whichever occurs first: Basic 36 Months or 6,000 hours whichever occurs first: Powertrain Warranty coverage for non-standard option components will be covered by the manufacturer of that component and not covered under the Toyota forklift standard or powertrain warranty. <i>We offer a Toyota factory authorized warranty on all new Toyota Industrial Equipment.</i>
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Extra Care	Carriage-to-Counterweight Service Agreement T360 Class V 5yr or 10000hr Carriage to Counterweight - With 1 Yr PM schedule
-------------------	--

All applications for enrollment into the Extra Care program are subject to TMH's discretion. TMH reserves the right to accept or decline any application for enrollment into the Extra Care program.

Investment	Price-Toyota Model 8FGU30 as specified above:	\$35,786	Each
	Trade In:	(\$1,400)	
	Net Price:	\$34,386	Each

Financing and Maintenance A broad range of competitive and flexible financing options are available through Toyota. Financing requires credit approval. Terms and conditions are subject to change.

In addition, Full Maintenance and Planned Maintenance programs are available.

Terms and Conditions Payment: ~~Net 10 days / Cash or Financed~~ Net forty-five days / Cash or Financed
 Delivery: Will advise at time of order.
 F.O.B.: Delivered
 Prices are exclusive of any sales or use taxes now in force or which may be made effective in the future by any federal, state, or local governments.
 Lease offerings subject to credit approval.
 Actual performance and specifications may vary based on application, option configuration, operating conditions, and environmental factors.
 Some options and configurations may void UL.
 Conditions subject to change to those in effect at time of delivery.
 Credit Card payments subject to additional fees.
 Signature or purchase order referencing this quotation constitutes an order and acceptance of terms and conditions.
 Interest expenses due to customer delays in delivery will be passed to the Buyer equal to ½ % of the sell price per month.
 See Addendum A below for additional terms & conditions.

Sincerely,
ProLift Toyota Material Handling

Accepted:
Monroe County Solid Waste


Cash Price \$ 34,386.00

Financed Payment \$ _____ Per Month _____ Months

By: _____

Name: Barry Shelp

Title: Sales Representative

By:  _____

Name: Tom McGlasson Jr.

Title: Executive Director

Date: 9/15/2020

ADDENDUM A – ADDITIONAL TERMS AND CONDITIONS

1. NO WARRANTY GIVEN. THE WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE ARE HERBY EXCLUDED AND DISCLAIMED FOR ALL EQUIPMENT, NEW AND OLD IN NO EVENT SHALL SELLER'S LIABILITY EXCEED THE PURCHASE PRICE OF THE PARTICULAR PIECE OF EQUIPMENT. BUYER MAY NOT RECOVER CONSEQUENTIAL OR INCIDENTAL DAMAGES.
2. MANUFACTURER'S WARRANTY ONLY. Manufacturers whose products are sold by Seller normally make written warranties on all new equipment. Seller makes no express warranty except that it warrants new equipment to the same extent and on the same terms, including all disclaimers and limitations on warranties, liabilities or remedies, as are contained in the particular manufacturer's written warranty, if any, applicable to each piece of such new equipment.
3. SELLER TO FURNISH COPY OF MANUFACTURER'S WARRANTY UPON REQUEST. If the buyer does not receive a copy of the manufacturer's written warranty at or before receiving possession of the equipment, it shall be Buyer's obligation to notify seller's Louisville office of that fact, and such written warranty will promptly be furnished to the Buyer; failure by the Buyer to give such notice shall constitute a waiver of all claims or rights which go beyond the terms of said particular manufacturer's written warranty.
4. ACCEPTANCE. The proposal is subject to acceptance by Purchaser, and it shall not be binding upon Seller until approved by an executive officer of Seller. The proposal is subject to the terms and conditions set out below, notwithstanding any different conditions which may be contained on Purchaser's purchase order.
5. PRICES. Prices quoted are for immediate acceptance and unless otherwise specified are subject to change without notice. It is understood that the prices quoted are based upon Seller's costs, and any change in Seller's cost shall be borne by Purchaser. Purchaser shall pay any and all federal, state county or municipal sales or use taxes imposed by reason of the sale involved as well as any other tax which goes into effect between the time the price was established and the delivery of the equipment involved. Prices do not include freight unless noted on the front side hereof. Proposals are accepted subject to the customers' furnishing satisfactory credit references and any other documents necessary for the satisfactory completion of the order.
6. TERMS. Unless otherwise specified, all prices are net cash. Account in arrears more than thirty (30) days will bear interest at eighteen percent (18%) per annum, and the cost of the collection of any account shall be borne by Purchaser, including a reasonable attorney's fee. Title to the personal property involved will remain in Seller until all indebtedness shall have been paid in full. Purchaser agrees that he will not sell, dispose of, attempt to convey, nor remove said personal property from the county where originally delivered until such indebtedness shall have been paid in full. In the event of an attachment or execution being levied against the Purchaser or his bankruptcy or default in payments, all property involved will be returned to the Seller and all payments made to date of such repossession shall be considered as rent. Invoices are payable in Louisville, Kentucky, either in cash or by means of bank drafts payable at par through

any federal reserve bank. Unless otherwise provided, all order and contracts shall be governed by the laws of Kentucky; Purchaser shall be deemed to have transacted business in Kentucky within the meaning of KRS 454.210 and any and all disputes arising hereunder may be settled or attempted to be settled only in Louisville, Kentucky, whether such settlement be arrived at or be attempted by negotiation, litigation or otherwise.

7. **DELIVERY.** Delivery promises are based upon Seller's current judgment and are dependent upon manufacturer's delivery to Seller. Seller shall not be responsible for any delays resulting from manufacturer's delays, nor by delays resulting from the action of public authorities, the existence of war, strikes, material shortages, fires, lockouts, differences with employees, accidents, delays in manufacturer transportation, acts of God, embargoes, inability to ship, inability to insure, substantially increased prices or freight rates, or other causes beyond Seller's control. Deliveries will be calculated from the receipt of complete manufacturing information including any necessary blueprints, customer approval, specifications, or other information necessary for production. Seller will not be responsible for deliveries later than promised, regardless of the cause, unless attributable to Seller's negligence.

8. **CANCELLATIONS.** Orders accepted cannot be countermanded nor delivery deferred except with Seller's consent and then only upon such terms that will indemnify Seller against all losses.

9. **MEASURE OF DAMAGES.** If Seller fails to deliver the equipment, delivers substantially nonconforming equipment, or commits any other substantial breach of this Purchase Order Sales Agreement, Buyer's damages shall be the difference between the Grand total sated on the front side hereof and the market price (including all sales and use taxes and all freight and other charges) at the time when, and place where, risk of loss passes to Purchase under Paragraph 12 here in below.

10. **NOTICE TO SELLER OF DEFECTS.** Within five (5) days after the equipment comes into its or his possession, Buyer will inspect the equipment. If such inspection reveals a defect or if subsequently a defect is discovered which could not have been discovered by such inspection, Buyer shall within three (3) days of discovery notify Seller's home office in Louisville by registered mail, return receipt demanded. The notice must state in detail the nature of the defect and the condition of the equipment when received. Failure to give such notice within three (3) days after discovery of a defect shall constitute a waiver of any and all rights arising from the defects discovered.

11. **ACCEPTANCE OF EQUIPMENT BY BUYER: EFFECT.** After accepting the equipment, Buyer shall be limited to the sole remedy of an action for the measure of damages provided for in Paragraph 10 hereof, and Buyer may not thereafter revoke his acceptance. The equipment must be rejected within five (5) days after Seller receives possession of the equipment; failure to so reject shall constitute irrevocable acceptance. Use of the equipment by Buyer shall also constitute irrevocable acceptance. Use of the equipment for sixty (60) working days shall constitute acceptance with knowledge of all defects and a final, complete waiver of any and all rights arising from any and all defects which may be present in the equipment.

12. **PASSAGE OF RISK OF LOSS.** All risks of loss, casualty or other damage to the equipment shall pass the Purchaser at the time when and place where the Seller surrenders possession, whether such surrender be to the Purchaser or to a common carrier or other independent instrument of transportation.

13. **ENTIRE UNDERSTANDING; MODIFICATION.** This Purchaser Order Sales Agreement together with any Security Agreement covering the equipment hereby sold, contain the entire understanding of the parties. No terms of conditions, other than those stated herein or in any such Security Agreement, and no agreement or understanding, oral or written, in any way purporting to modify these Terms or conditions, shall be binding on Seller, unless hereafter made in writing and signed by its authorized representative. All previous negotiations and representations, if any, made prior, and with reference hereto, are merged herein.

14. **WAIVER.** No waiver of a breach of any provision of this contract shall constitute a waiver of any other branch of the same or any other provision.

**MONROE COUNTY SOLID WASTE
MANAGEMENT DISTRICT**

3400 SOUTH WALNUT STREET
BLOOMINGTON, INDIANA 47401

MCSWMD Board of Directors Meeting Packet 12/9/2021 Page 49 of 73

JPMORGAN CHASE BANK, N.A.

20-1/740

Check #

69553

Date

9/16/2020

Amount

34,386.00

Pay Exactly:

**** THIRTY FOUR THOUSAND THREE HUNDRED EIGHTY SIX DOLLARS AND 00/100 **

VOID

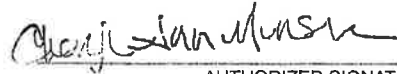
PAY
TO THE
ORDER
OF

ProLift Industrail Equipment Co., Inc.

12001 Plantside Dr

Louisville

KY 40299



AUTHORIZED SIGNATURE

THE REVERSE SIDE OF THIS DOCUMENT INCLUDES A SECURITY SCREEN BACKER

⑈069553⑈ ⑆074000010⑆ 988349577⑈

Vendor # 88 ProLift Industrail Equipment Co., Inc.

Check # 69553
Check Date 9/16/2020
Check Amount 34,386.00

Customer Account #	Inv Amt	Inv #	Inv Date
	34,386.00	40972725	9/01/2020

New Toyota 8FGU30 6000lb capacity forklift (RRC/HHW)

Fund/Acct	1000	04-40.44440	Vehicle Purchase/LEASE	34,386.00
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MEMORANDUM

TO: MCSWMD Board of Directors
DATE: December 3, 2021
FROM: Tom McGlasson Jr.
SUBJECT: Request for Appoint to the Citizens Advisory Committee

Included is a letter of interest received from Adelaide Petrov-Yoo expressing her interest in being appointed to the CAC.

Dear District Executive Director Tom McGlasson,

I would like to join the Citizens Advisory Committee (CAC) of the Monroe County Solid Waste Management District.

I am a resident of Bloomington, IN. I was made aware of the CAC through Joseph (Joe) Wynia, a current member of the CAC. We met while volunteering locally. When he discovered my interest in waste management and environmental preservation he suggested that I may be a good fit for the CAC.

--

Below, I describe my academic and work experience in order to give you context for my interest in the subject of waste management.

I studied US-Middle Eastern foreign policy (receiving both a BA and MA degree) in Worcester, Massachusetts. Near the end of my MA program, I took a seminar-style class where we examined the scale of environmental pollution and its effects (e.g. climate change, polluted waterways, etc.). This program was a watershed moment for me. Though I adored studying the complicated systems of international politics, I urgently wanted to commit my life's efforts to environmental preservation. With humanity's current (high) levels of production, waste management with science-based, preservation-minded policies is existentially important to our future.

To study the topic, I took a hands-on approach. In the following two years I learned as much as I could about preserving the environment and creating resilient communities.

I lived and worked on a zero-waste, off-the-grid homestead. Here, I learned how to give everything that we used a second life. We used greywater systems, created buildings out of "reclaimed materials" (i.e. trash), learned about watershed maintenance, composted, processed "humanure" (i.e. composting human waste, a subject with a significant "ick-factor" for the majority of the public), grew our own food, and most importantly took a very careful look at the trash we created and where it went.

After the homestead, I volunteered at local farms, composting services, food pantries, and other "community drives" to learn how people within a city interact with one another, with their food, with their land, and with their trash.

Currently, I am involved in a variety of community-strengthening programs including the Hoosier Sierra Club, People's Open Pantry, and the Midwest chapter of Pages to Prisoners. Additionally, I assist individual local farmers and homesteaders with their low-environmental-impact projects.

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Though I do not have previous experience serving on an advisory committee, I do have experience with researching complex systems, creating policy recommendations for legislators, and creating detailed project work plans & budgets.

Through my MA program, I have spent thousands of hours searching for data, compiling it, reading it, and creating reports which synthesize the information I have collected. Through a class called “Influencing Public Policy With Research”, I researched existing legislation, compared it to leading social science academic papers, and created a handout and powerpoint suggesting researched-backed legislative changes for an information session at the Massachusetts State House in Boston. I can use these research and writing skills to write suggestions for the CAC which are strongly supported by evidence.

For the last two years, I have worked as a project developer at a local non-profit, The Language Conservancy. I have experience creating projects and making project proposals. These proposals include work plans, timelines, and budgets. I check each item rigorously, making sure it achieves the requested goal within a realistic time frame and with a realistic budget. I would like to apply my experience in developing project plans to ensure that Monroe County’s solid waste management plans are both ambitious and realistic.

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Thank you for taking the time to consider my request to join the CAC. I would be honored to be involved in assessing and advising on how our county manages solid waste. I hope I can contribute my skills to the process, and I am looking forward to learning about the District’s activities from the inside.

Sincerely,
Adelaide Petrov-Yoo



MEMORANDUM

TO: MCSWMD Board of Directors
DATE: December 3, 2020
FROM: Tom McGlasson Jr.
SUBJECT: Annual Appointments To The Citizens Advisory Committee for 2022

The Monroe County Solid Waste Management District Citizens Advisory Committee (CAC) was established by Resolution 90-1. Per this resolution, CAC members terms expire on December 31st of each year and thus the membership must be reappointed on an annual basis. Resolution 90-1 also establishes the minimum number of members to be seven (7) and the maximum number of members to be fifteen (15).

The current CAC membership is attached for your reference. The following members have expressed an interest in continuing to serve for the calendar year 2022:

John Arnold, Monroe County Resident
Ryan Conway, Waste Industry Representative
Randi Cox, Monroe County Resident
Lily Kleinlein, Monroe County Resident
Andrew Manley, Monroe County Resident
Nelson Shaffer, Monroe County Resident
Paul White Sr., Monroe County Resident
Joseph Wynia, Monroe County Resident

Additionally, should Adelaide Pertov-Yoo be appointed to the CAC, as a result of the previous agenda item, she would also need to be included in the annual re-appointment for the calendar year 2022. Therefore, there are two (2) proposed membership rosters for 2022 attached for the Board to consider.

The Monroe County Solid Waste Management District continuously pursues interest parties to fill vacancies on the CAC.



Monroe County Solid Waste Management District

CITIZENS ADVISORY COMMITTEE 2021 Membership

OFFICERS

Joe Wynia – Chairperson	Monroe County Resident
Randi Cox – Vice-Chairperson	Monroe County Resident
John Arnold – Co-Secretary	Monroe County Resident
Andrew Manley – Co-Secretary	Monroe County Resident

ACTIVE MEMBERS

Lily Kleinlein	Monroe County Resident
Nelson Shaffer	Monroe County Resident
Paul White Sr.	Monroe County Resident
Ryan Conway	Waste Industry Representative
Lauren Kot	Waste Industry Representative
Morning Wilder	Monroe County Resident
VACANT	MC Resident or Waste Industry Rep
VACANT	MC Resident or Waste Industry Rep
VACANT	MC Resident or Waste Industry Rep
VACANT	MC Resident or Waste Industry Rep
VACANT	MC Resident or Waste Industry Rep

EX – OFFICIO MEMBERS

Tom McGlasson Jr.	MCSWMD Executive Director
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Monroe County Solid Waste Management District

CITIZENS ADVISORY COMMITTEE Proposed 2022 Membership Option A

MEMBERS

John Arnold	Monroe County Resident
Ryan Conway	Waste Industry Representative
Randi Cox	Monroe County Resident
Lily Kleinlein	Monroe County Resident
Andrew Manley	Monroe County Resident
Nelson Shaffer	Monroe County Resident
Paul White Sr.	Monroe County Resident
Joe Wynia	Monroe County Resident
VACANT	MC Resident or Waste Industry Rep
VACANT	MC Resident or Waste Industry Rep
VACANT	MC Resident or Waste Industry Rep
VACANT	MC Resident or Waste Industry Rep
VACANT	MC Resident or Waste Industry Rep
VACANT	MC Resident or Waste Industry Rep
VACANT	MC Resident or Waste Industry Rep

EX – OFFICIO MEMBERS

Tom McGlasson Jr.	MCSWMD Executive Director
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Monroe County Solid Waste Management District

CITIZENS ADVISORY COMMITTEE Proposed 2022 Membership Option B

MEMBERS

John Arnold	Monroe County Resident
Ryan Conway	Waste Industry Representative
Randi Cox	Monroe County Resident
Lily Kleinlein	Monroe County Resident
Andrew Manley	Monroe County Resident
Adelaide Petrov-Yoo	Monroe County Resident
Nelson Shaffer	Monroe County Resident
Paul White Sr.	Monroe County Resident
Joe Wynia	Monroe County Resident
VACANT	MC Resident or Waste Industry Rep
VACANT	MC Resident or Waste Industry Rep
VACANT	MC Resident or Waste Industry Rep
VACANT	MC Resident or Waste Industry Rep
VACANT	MC Resident or Waste Industry Rep
VACANT	MC Resident or Waste Industry Rep

EX – OFFICIO MEMBERS

Tom McGlasson Jr.	MCSWMD Executive Director
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Monroe County Indiana Solid Waste Management District



MEMORANDUM

TO: MCSWMD Board of Directors
DATE: December 3, 2021
FROM: Tom McGlasson Jr.
SUBJECT: Proposed CAC Bylaws

Included in this packet is a draft version of Bylaws the CAC has developed and wishes to adopt for the committee. They have requested, and legal counsel has advised, that the Board review and comment on the proposed bylaws before the CAC votes to adopt them.

Monroe County Solid Waste Management District Citizens Advisory Committee Bylaws

Article I - Definition

1. Name

- (A) Citizen Advisory Committee of the Monroe County Solid Waste Management District
- (B) Official abbreviation: CAC

2. Purpose

- (A) Per [IC 13-21-3-11](#) (c) and [District Resolution 90-1](#) (3.):
 - “In the resolution establishing an advisory committee, the board shall specify ... the purposes of the committee. Each advisory committee shall do the following:
 - (1) Study the subjects and problems specified by the board and recommend to the board additional problems in need of study and discussion.
 - (2) If invited by the board to do so, participate, without the right to vote, in the deliberations of the board.”

3. Requirements

- (A) Per [IC 13-21-3-11](#) (g):
 - “An advisory committee shall do the following:
 - (1) Meet after the first publication of the district's proposed annual budget.
 - (2) Submit written comments concerning the proposed budget at a public hearing that is held to review the proposed budget.”

4. Reports

- (A) Per [IC 13-21-3-11](#) (d):
 - “An advisory committee shall report only to the board. Reports of the committee must:
 - (1) accompany a final district plan when the plan is submitted to the commissioner under IC 13-21-5; and
 - (2) be made available to members of the public.”
- (B) Pursuant to [MCC Chapter 216](#) (K):
 - “On or before January 31 of each year, [the committee] shall file a report of its activities and expenditures for the prior calendar year”

5. Optional

- (A) Per [IC 13-21-3-11](#) (e):
 - “An advisory committee may choose to study and report on matters that are not specified by the board if the committee determines a study is warranted.”

Article II - Structure

1. Required Types Of Members

(A) Per [IC 13-21-3-11](#) (a):

“The committee must include the following:

(1) Representatives of the solid waste management industry operating in the district.

(2) Representatives of the environmental community and other citizens who are:

(A) knowledgeable about and interested in environmental issues; and

(B) not employed directly or indirectly by the solid waste management industry.”

2. Required Composition Of Member Types

(A) Per [IC 13-21-3-11](#) (b):

“At least fifty percent (50%) of the members of an advisory committee must be made up of the representatives of the environmental community and other citizens...”

3. Required Numbers Of Members

(A) Per [District Resolution 90-1](#) (1.):

“The committee shall consist of not less than 7 nor more than 15 citizens of Monroe County, Indiana, and of various “ex-officio” (non-voting) members as the Board may deem appropriate”

Article III - Membership

1. Eligibility

(A) Per [IC 13-21-3-11](#) (b):

“All members of the committee must be residents of the district.”

(B) No other qualifications are required.

2. Appointment

(A) Per [IC 13-21-3-11](#) (a):

“The board of each district shall appoint and convene a solid waste management advisory committee of citizens ...”

3. Terms

(A) Per [IC 13-21-3-11](#) (c):

“In the resolution establishing an advisory committee, the board shall specify the terms of the members ... of the committee.”

(B) Per [District Resolution 90-1](#) (2.)

“The terms of each member shall expire on December 31 of each year; however, all members serve at the pleasure of the Board”

4. Expectations

(A) Attendance:

- (1) Members are expected to regularly attend meetings. Absence from 3 or more consecutive meetings or 50% or more of meetings in a 6-month period is considered excessive.
- (2) Additionally, pursuant to [MCC Chapter 216](#) (M):
“Members who miss two (2) consecutive meetings without reasonable cause may be removed for poor attendance.”

(B) Punctuality:

- (1) To respect the time of all members and the public, meetings will begin promptly at the advertised start time.
- (2) Members who arrive more than 10 min after the meeting has begun will be marked as tardy for attendance purposes.

(C) Participation:

- (1) Members are expected to review the agenda and packet content prior to the meeting and be familiar with the business of each meeting.

(D) Notification of Absence:

- (1) If a member is unable to attend a meeting, notice must be provided to the chair.
- (2) If the absence is anticipated, notice should be provided no later than 48 hours before the scheduled meeting.
- (3) If the absence is unanticipated, notice should be provided as soon as possible.

(E) Conduct:

- (1) Members are expected to respect the time and opinions of all others at all times.
- (2) No profane, discriminatory, lewd, or tasteless language will be tolerated at any time.
- (3) Interruptions, monologuing, disregard for chair recognition, and general disorder are unacceptable.

5. Resignation

- (A) Resignation of membership shall be submitted in writing to the chair of the CAC and to the Board of Directors.

6. Termination/Removal

(A) Pursuant to [MCC Chapter 216](#) (M):

“The power to ... remove members rests exclusively with and at the pleasure of the appointing authority.” (defined in Article III-2.-(A)) “Removal of members may be made at any time, without cause. Members who miss two (2) consecutive meetings without reasonable cause may be removed for poor attendance.”

- (B) Recommendation for termination of any member may be made as a motion by any other member and must be approved by a two-thirds (2/3) majority of the voting members present.

Article IV - Officers

1. Required Offices & Roles

(A) Pursuant to [MCC Chapter 216](#) (F):

Members of [The Committee] shall elect a chair, vice-chair and secretary from their membership. The vice-chair may act in the capacity of chair in the event of the chair's illness or incapacity. The secretary of [The Committee] shall prepare minutes of the meetings.

(B) Additional definitions:

(1) Chair

- (i) The Chairperson shall prepare the agenda for all meetings, and preside over all meetings (except when she/he designates the Vice-Chair).
- (ii) The Chairperson shall distribute the agenda and related documents no less than 48 hours prior to a scheduled meeting.

(2) Vice-Chair

- (i) The Vice-Chairperson shall serve as the Chairperson in the absence of the Chairperson.
- (ii) Shall perform all duties that may be delegated by the Chairperson.
- (iii) Shall aid the Chairperson on request.
- (iv) In the absence of the Secretary, the Vice-Chairperson shall serve as or appoint a Member to serve as Secretary.

(3) Secretary [co-]

- (i) The secretary shall keep, for every meeting, written minutes which record attendees, results of any vote and, when appropriate, specific findings of facts and conclusions set forth.
- (ii) The secretary shall also maintain in a single document a record of attendance of each member for every meeting.
- (iii) Minutes and attendance shall be prepared and made available no more than 3 weeks (21 days) after the meeting has been adjourned. Minutes for regular meetings shall be made available no less than 1 week (7 days) prior to the subsequent regular meeting. Digital copies of each shall be uploaded to a publicly accessible repository approved of by the District.
- (iv) The office may be shared among multiple members (co-secretaries) who collectively uphold the responsibilities of the office with an arrangement of their choosing.
- (v) Additional Co-secretaries may be appointed during any regular meeting and serve the same term as the existing secretary.

2. Elections

(A) Time

(1) Pursuant to [MCC Chapter 216](#) (F):

At the initial meeting of [The Committee] each year, members of [The Committee] shall elect a chair, vice-chair and secretary from their membership, who shall serve until the election of their successor."

(2) If the chair will no longer be a member at initial meeting of the next year, the next highest-ranking officer will serve as interim chair for the initial meeting.

(3) If no officers will be members at the initial meeting of the next year, an interim chair must be elected at the final meeting of the preceding year.

(B) Process:

(1) Offices will be filled in order of Chair, Vice-Chair, Secretary

(2) Any member may nominate any eligible member (including one-self) for any office

(3) A nomination must be accepted by the nominee before a vote is taken

(4) All nominations for an office must be provided before a vote is taken

(5) A roll-call vote will be taken for each of the nominees before the result is declared

(6) To be elected, a nominee must have the vote of at least a majority of the voting members present at the time of the election.

(7) In the event of a tie, the vote will go to the candidate that was nominated first.

(8) Alternatively, if there is one accepting nominee for each office, a slate of each nominee for each position may be voted on in a single motion.

3. Eligibility

(A) Must be a member

(B) May only hold 1 office

(C) Must be within officer term limits as defined in Article IV-4-(B)

4. Term

(A) Duration

(1) Officers shall serve for a period of 1 year

(2) Pursuant to [MCC Chapter 216](#) (F): officers

"...shall serve until the election of their successor."

(B) Limit of terms

(1) An office may only be held by the same member for three consecutive terms.

5. Removal

(A) Recommendation for removal of any officer may be made as a motion by any other member for any reason and must be approved by a two-thirds (2/3) majority of the voting members present.

(B) Removal from office does not constitute termination of membership.

Article V - Meetings

1. Frequency & Date

(A) Pursuant to [MCC Chapter 216](#) (G):

"[The Committee] shall meet on a specified day and time, not less than one time per quarter of each calendar year. [The Committee] shall set the meeting dates and times for the coming year and shall provide a schedule of meetings to the [District's Executive Director], so that the schedule may be posted on the [District] website. Regular meetings may be cancelled and special meetings may be called by the Chair of [The Committee]."

(B) Meeting date, time, and frequency may be amended during any regular meeting by a two-thirds (2/3) majority of the voting members present provided the criteria in section (A) are met.

2. Quorum

(A) Pursuant to [MCC Chapter 216](#) (H):

The presence, at any meeting, of a majority of the membership shall constitute a quorum for the purpose of transacting business.

3. Electronic Attendance

(A) Per CAC Resolution 2021-01

"The [CAC] wishes to adopt and follow the procedures of newly-amended Indiana Code 5-14-1.5-3.5" which defines how to "participate in a meeting by any electronic means of communication"

4. Motions

(A) A simple majority of the voting members present is necessary to pass any motion, except those with a different specification within the bylaws.

5. Open Door and Access to Public Records requirements

(A) Pursuant to [MCC Chapter 216](#) (L):

"All advisory boards and commissions are subject to and must strictly comply with Indiana's Open Door Law and the Access to Public Records Act, as written in Indiana Codes 5-14-1.5 et seq. and 5-14-3 et seq., as amended or as the same may be hereafter amended by the Indiana General Assembly."

6. Joint Board Meetings

(A) Per [IC 13-21-3-11](#) (f):

"An advisory committee and board shall conduct at least two (2) joint meetings each year to discuss current and future issues. The advisory committee shall submit into the record at the next meeting of the board advice on the topics discussed at the joint meeting."

7. Budget meeting

(A) Per [IC 13-21-3-11](#) (g), The CAC must

“(1) Meet after the first publication of the district's proposed annual budget.”
in order to

“(2) Submit written comments concerning the proposed budget at a public hearing that is held to review the proposed budget.”

8. Rules of Procedure

(A) Pursuant to [MCC Chapter 216](#) (I):

“[The Committee] may establish its own rules of procedure consistent with relevant laws, which may be amended from time to time by a majority of the membership.”

(B) The committee will use Robert's Rules of Order for its parliamentary procedure.

9. Dismissal from a Meeting

(A) Failure to adhere to member conduct outlined in Article III-4 will be grounds for dismissal from a meeting.

(B) In cases where a vote is possible, a member may be dismissed from a meeting by a two-thirds (2/3) majority vote.

(C) In cases where disruption inhibits a vote, dismissal may be determined by the acting chair, the District executive director, or any District board member present.

Article VI - Amendment

1. Conditions

(A) These bylaws may be amended by a resolution of the committee given:

(1) A reading of the proposed changes during at least two regularly scheduled meetings, and

(2) A two-thirds (2/3) majority of the voting members present, and

(3) Submission to the District board of directors, and

(4) Review by legal counsel

2. Board Review

(A) After the committee proposes an amendment, the district board of directors must be provided a period of 1 regular meeting interval to review and provide feedback on the proposed changes before adoption.

(B) The board of directors reserves the right to reject any amendment that

(1) Is incongruent with any applicable statute

(2) Is not aligned with the District's mission

(3) Does not uphold the District's core values

CAC Monthly Activity Report

Nov – Dec 2021

11/18 CAC Regular Meeting

- Confirmed the desire for 2022 reappointment of all members in attendance
- Completed discussion of CAC Bylaws. Voted to forward draft (CAC Bylaws Draft-2 2021 [formatted].docx) to board and legal counsel for review

11/29 Executive Committee Meeting

- Wynia presented Bylaws draft to Executive committee for feedback (CAC Bylaws Draft-2 2021 [formatted].docx).
- Discussed differing definition of appointment terms between District Resolution 90-1 (2.) and MCC 216 (F). Questioned role of MCC 216 in CAC governance, and term length preferred by CAC.
- Confirmed language and intent of article VI – 2. “Board review”
- Discussed other director recommendations and semantic corrections or improvements.
- Will review and take up open points with the CAC at the December regular meeting.

11/30 Legal Counsel Meeting

- 3-way conference call with Wynia, McGlasson, and county attorney Baker
- Concluded that on the matter of appointment terms, state statute IC 13-21-3-11 assigns authority to the board, which supersedes MCC 216 (F). Struck out the reference to MCC 216 in article III-(3.) “Terms”
- Baker cautioned that general independence from or adherence to MCC 216 by the CAC could create unintended consequences in other areas of code interpretation. Decided to replace the “Per MCC 216” references with “Pursuant to MCC 216” language, and struck any references that addressed topics covered by state statute

IRC Virtual Conference Conversation

- Reached out to attendees to discuss perspectives on the IRC 2021 virtual conference but have not been able to convene a meeting.
- Will have an agenda item at the December regular meeting to report personal takeaways to the CAC.
- Can provide written or verbal comments to the board if desired.

District Website Engagement

- Wynia requested to participate in the completion of the District’s website redesign.
- Has provided feedback on the site’s initial draft and recommendations on content & navigation
- Is supporting the creation of guides and curation of content to help implement 5-year plan Education Goals & Objectives #2 & #3: “Review and Update District Website...” & “Rework District’s ‘Go Green’ brand with ‘responsibility’ focused language”.



MEMORANDUM

TO: MCSWMD Board of Directors
DATE: December 3, 2021
FROM: Tom McGlasson Jr.
SUBJECT: December Administration Department Board Report

General Updates

- The District is in the process of changing banking institutions. Funds are being moved from Chase Bank to German American Bank. At this time, the majority of the funds have been transferred, however, due to outstanding checks and funds related to the District's Flexible Spending Account benefit, two (2) accounts remain open at Chase Bank.
- The District is still moving forward with attempting to establish a waste tire program. The process has been delayed slightly as staff has had to prioritize end of year responsibilities and duties to insure compliance with end of year reporting requirements due in January of 2022.

Media Summary for November

- Social Media Outreach
 - Social media posts included: Indigenous People's Day; Compost Partnership; Thanksgiving; Food Waste; Green Chat series; America Recycles Day; Veterans Day; and Home Energy Usage.
- Effectv Summary
 - Television advertising: Recycle Right; Community Food Waste Collection; Food Waste Recovery; LEDs; and Composting.
 - Weather Crawl: District Schedule; Electronics; Orange Bag Trash; Bulky Items; and Food Waste Collection.
 - Premium Digital advertising: Community Food Waste Collection; and Food Waste Recovery.
 - Premium Digital is a platform for our infomercials to be viewed through Comcast On-Demand services and internet streaming on any device.
- Radio Summary (WHCC)
 - Environmental Challenges and Solutions; Recycle Right; Adopt-A-Road; Electronics; Rural Recycling Centers; Reusable Bags; and HHW

Education and Outreach Summary for September

- Rogers Elementary School, Second of six (6) scheduled sessions – 130 2nd grade students and six (6) teachers.
- Arlington Elementary School, second of four (4) scheduled sessions – 24 4th grade students and one (1) teachers.
- Virtual Green Chat #2 held on 11/13/21. This was the second session of the new virtual series aimed at providing a forum for local residents and businesses to share ideas and promote green practices around the topics of waste reduction, increasing recycling and composting, sustainability, reducing climate change, and other related topics. The third session is scheduled for 12/11/21 and has been scheduled as an event on our Facebook page which has been shared by the City of Bloomington, IN – Neighborhood Services Facebook profile.
- The America Recycles Day (ARD) promotion event on 11/13/21 went extremely well. This year, the band Matixando, set up and performed for about thirty (30) minutes at each recycling center. They played some original songs, as well as modifying the lyrics to some songs to promote recycling. The group was well received by recyclers at the sites. A video of the day has been produced by Elisa Pokral and is available for viewing on our Facebook page.
- The District is again planning to partner with Brandbuilders to sell discounted compost bins and rain barrels in recognition of Earth Day. We will be reaching out to other County and City of Bloomington agencies to help promote the program. We will be partnering with Rural King as a location for distribution.

MEMORANDUM

Monroe
County Solid
Waste
Management
District

DATE: 12/3/21
TO: MCSWMD Board of Directors
FROM: Joey Long
SUBJECT: Recycling & Reuse, Hazardous Materials, Rural Recycling Centers Board Report for the month of December 2021.

Recycling & Reuse (04)

- We are looking at other options for orange bags due to the much higher than anticipated price increase for orange bags for 2022.

Hazardous Materials (05)

- Household Hazardous Waste is operating as normal.

Rural Recycling Centers (06)

- We are still accepting quotes for snow removal.
- Sites are operating as normal.

Joey Long

2021 Trash and Recycling Tonnage and Pulls

12/1/2021

2021 Total Recycling Tons	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals
Cardboard	73.16	48.46	84.42	73.49	74.84	73.29	82.71	68.90	71.25				650.52
Mixed Paper/Magazines	9.22	3.25	13.40	17.76	4.74	10.58	12.06	19.63	11.21				101.85
Newspaper	14.95	4.81	12.96	11.76	14.16	16.33	9.35	7.94	12.48				104.74
Books	0.00	2.03	3.38	3.06	1.68	2.70	0.00	2.70	4.05				19.60
Mixed Paper	0.00	4.65	7.70	7.70	4.46	4.45	2.84	2.84	4.66				39.28
White Paper	0.00	0.00	0.41	0.41	0.00	0.20	0.61	0.61	0.81				3.04
Magazines	0.00	4.95	6.75	6.55	2.70	2.70	1.80	1.80	2.25				29.50
Scrap/Steel - BIM	19.49	18.51	0.00	15.61	12.00	13.85	28.51	24.65	18.24				150.85
Scrap/Steel - JB	2.73	4.62	15.19	15.49	17.20	18.57	4.27	20.16	6.66				104.89
Glass	41.52	24.69	43.28	19.74	47.92	29.38	21.98	26.84	30.10				285.45
Plastic 1 - 7	23.73	15.34	28.66	26.67		29.90	31.21	28.64	28.77				212.92
Total	184.80	131.31	216.14	198.24	179.70	201.95	195.33	204.70	190.47	0.00	0.00	0.00	1702.64
2021 Recycling Pulls By Location - Republic	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Bethel Ln	3	6	16	9	1	6	12	8	6				67
Dillman Rd	3	8	11	6	2	6	12	7	6				61
Ellettsville	4	13	12	7	1	10	14	12	10				83
Main Recycling Center	6	17	10	6	3	15	19	14	16				106
Oard Rd.	2	5	10	4	1	7	9	4	6				48
Total	18	49	59	32	8	44	66	45	44	0	0	0	365
2021 Recycling Pulls By Location - K & S	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Bethel Ln - Glass	2	1	2	1	2	2	1	1	1				13
Dillman Rd - Glass	2	0	1	1	2	0	1	1	1				9
Ellettsville - Glass	1	0	2	1	1	2	0	1	2				10
Main Recycling Center - Glass	2	2	2	1	3	0	2	1	2				15
Trailer Loads	0	1	2	2	1		1	0	1				8
Oard Rd. - Glass	1	0	1		1	1	0	1	1				6
Total	8	4	10	6	10	5	5	5	8	0	0	0	61
2021 Recycling Tonnage By Location	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Bethel Ln	35.22	18.04	32.91	36.60	26.37	29.84	37.26	19.98	17.61				253.83
Dillman Rd	25.69	11.52	23.11	31.60	39.60	22.00	30.92	16.31	17.77				218.52
Ellettsville	46.11	32.28	49.68	44.72	43.25	49.28	40.90	34.17	26.00				366.39
Main Recycling Center	50.30	44.12	57.78	46.88	63.26	57.07	61.76	40.50	45.86				467.53
Trailer Loads	0.00	7.44	18.23	17.71	8.84	10.05	7.94	0.00	11.77				81.98
Oard Rd.	27.25	17.91	34.43	20.72	25.61	33.48	19.25	14.15	16.47				209.27
Total	184.57	131.31	216.14	198.23	206.93	201.72	198.03	125.11	135.48	0.00	0.00	0.00	1597.52

Joey Long

2021 Trash and Recycling Tonnage and Pulls

12/1/2021

2021 Trash Pulls By Location	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Bethel Ln	8	8	9	9	8	9	9	9	9				78
Dillman Rd	8	8	9	9	9	7	9	9	9				77
Ellettsville	8	8	9	10	10	8	9	9	10				81
Main Recycling Center	1	0	1	1	1	1	0	1	0				6
Oard Rd.	8	8	9	9	9	8	9	9	9				78
Total	33	32	37	38	37	33	36	37	37	0	0	0	320
2021 Trash Tonnage By Location	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Bethel Ln	37.26	29.27	42.11	35.03	36.16	43.80	39.76	41.04	36.19				340.62
Dillman Rd	39.42	32.77	58.22	43.89	48.23	42.16	47.93	47.83	45.35				405.80
Ellettsville	41.82	36.18	52.29	52.19	53.50	48.49	53.40	49.46	52.30				439.63
Main Recycling Center	1.78	0.00	2.34	1.32	1.73	3.87	0.00	2.30	0.00				13.34
Oard Rd.	30.42	27.32	37.31	36.05	37.93	36.39	37.26	40.30	38.20				321.18
Total	150.70	125.54	192.27	168.48	177.55	174.71	178.35	180.93	172.04	0.00	0.00	0.00	1520.57
2021 Bulky Pulls By Location	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Bethel Ln	3	5	8	0	9	2	6	4	2				39
Dillman Rd	4	3	6	8	7	8	4	6	4				50
Ellettsville	9	6	7	12	10	9	3	4	3				63
Oard Rd.	3	4	6	6	6	5	4	3	4				41
Total	19	18	27	26	32	24	17	17	13	0	0	0	193
2021 Bulky Tonnage By Location	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Bethel Ln	2.17	3.79	9.59	2.35	12.06	2.56	11.08	8.91	3.12				55.63
Dillman Rd	4.13	3.80	5.84	8.32	8.32	10.94	10.47	6.98	6.48				65.28
Ellettsville	7.81	11.06	9.44	14.17	9.40	12.14	10.81	13.91	9.37				98.11
Oard Rd.	4.47	3.11	6.30	6.33	6.18	4.31	6.67	6.75	5.24				49.36
Total	18.58	21.76	31.17	31.17	35.96	29.95	39.03	36.55	24.21	0.00	0.00	0.00	268.38

MEMORANDUM

Monroe
County Solid
Waste
Management
District

DATE: December 9, 2021
TO: MCSWMD Board of Directors
FROM: Lee Paulsen
SUBJECT: Landfill and Environmental Compliance November 2021 Board Report

Landfill November 2021:

- ◆ The NPDES Discharge Monitoring Report (DMR) and IDEM Monthly Monitoring Report (MMR) for November 2021 will be submitted prior to the December 28, 2021 deadline.
- ◆ The NPDES Discharge Monitoring Report (DMR) and IDEM Monthly Monitoring Report (MMR) for October 2021 was prepared and submitted by Lee Paulsen on 11-29-21. There were no exceedances or violations.
- ◆ Anderson Excavating cleaned the excess build-up of sediment from the basin east of the collection pond. They improved drainage and cleaned the ditch along the driveway from Fish road to the blue building. They repaired the drainage along the west side of the landfill by MW-10. The roadway was washed out during heavy rainfall. Low areas on the west side of the Old Hill were brought up to grade to not collect water.
- ◆ November 2021 Groundwater sampling was conducted on 11-1, 11-2, 11-4, 11-8, and 11-9. All the samples have been shipped via FedEx overnight to Element Materials lab for analysis. We are waiting for the results at this time.
- ◆ Leachate production is available on the next page.

Environmental Compliance November 2021:

- ◆ Fifteen (15) new Environmental Compliance Cases were reported for the month of November 2021.
 - Fifteen (15) Case were Substantiated, Ten (10) are closed and Five (5) are still open and pending.
- ◆ There are currently a total Forty-nine (49) open Environmental Compliance Cases.

Adopt-A-Road November 2021:

- ◆ For the month of November 2021, there were Eight (8) Adopt-A-Road clean-ups that were completed.
 - Bloomington Rotary Club; Pete Ellis Drive; Between 3rd St. and SR 45
 - Alpha Chi Sigma - Professionals in Chemistry; Woodlawn Avenue; Between Hillside Dr and Maxwell Ln
 - Mt. Tabor Neighbor; Mount Tabor Road; Between Brighton Rd and Bottom Rd

- Edgewood High School Key Club; Vernal Pike; Between N. Curry Pike and N. Hartstrait Road
- Sigma Lambda Upsilon/Senoritas Latinas Unidas Sorority, Inc.; Woodlawn Avenue; Between 7th and 12th Street
- Bloomington Bicycle Club; Old SR 37 South; Between SR 37 and Ketchum Rd.
- IU Student Athletic Board; N. Kinser Pike; Between W. 17'th St. & W. Gourley Pike
- Community Clean-up—East Whisnand Road
- ◆ For the month of November, 2021 there were approximately Eight (8) miles of road that was cleaned.
 - Each clean-up is for an adopted section of road that is approximately one (1) mile in length
- ◆ For the month of November, 2021 approximately 550 lbs. of trash and 300 lbs. of recyclables removed from the sides of roads.
 - Weights are estimated based on an average bag weight due to the City of Bloomington collecting a substantial number of the clean-ups for which we cannot get actual weight.
- ◆ YTD 2021 for the Adopt-A-Road
 - 70 clean-ups.
 - 5405 lbs. of trash.
 - 1090 lbs. of recyclables.
 - Weights are estimated based on an average bag weight due to the City of Bloomington collecting a substantial number of the clean-ups for which we cannot get actual weights.

Monroe County Landfill Leachate Generation and Treatment Data

The below data is for the most recent six (6) months of operation

Month		June '21	July '21	Aug. '21	Sept. '21	Oct. '21	Nov. '21	Total
Temp (°F)	High	95	93	97	93	83	73	
	Low	47	49	50	37	35	14	
	Avg	72	73	74	67	61	41	
Total Gallons Generated	Hauled Dillman	0	0	0	0	0	0	0
	Hauled Ellettsville	713,400	35,000	0	76,800	84,200	153,600	1,063,000
	Treated	131,091	1,070,106	129,378	28,990	458,025	516,998	2,334,588
	Total	844,491	1,105,106	129,378	105,790	542,225	670,598	3,397,588
Precipitation (in)		12.75	8.85	2.97	6.31	5.88	1.60	38.36
Hauling Cost Dillman		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Hauling Cost Ellettsville		\$33,887	\$1,663	\$0	\$3,287	\$3,604	\$6,756	\$49,196
Disposal Cost Dillman		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Cost		\$33,887	\$1,663	\$0	\$3,287	\$3,604	\$6,756	\$49,196
Gallons Per Acre Per Day (GPAD):				326.98				

**AS of February 15 2019, Bynum Fanyo Utilities began hauling leachate per the quote accepted by the Board on 2-14-19 and disposal cost is included in the hauling amount.

For comparison, below is the data for the same six (6) month period from the previous year

Month		June '20	July '20	Aug. '20	Sept. '20	Oct. '20	Nov. '20	Total
Temp (°F)	High	92	99	94	93	86	80	
	Low	47	53	49	31	24	24	
	Avg	74	75	71	64	52	48	
Total Gallons Generated	Hauled Dillman	0	0	0	0	0	0	0
	Hauled Ellettsville	0	108,600	112,800	0	0	0	221,400
	Treated	423,466	64,609	797,811	0	60,408	157,609	1,503,903
	Total	423,466	173,209	910,611	0	60,408	157,609	1,725,303
Precipitation (in)		3.32	8.60	3.85	0.11	4.88	4.24	25.00
Hauling Cost Dillman		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Hauling Cost Ellettsville		\$19,418	\$1,188	\$0	\$0	\$4,648	\$0	\$25,254
Disposal Cost Dillman		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Cost		\$19,418	\$1,188	\$0	\$0	\$4,648	\$0	\$25,254
Gallons Per Acre Per Day (GPAD):				166.04				

Below is the cost savings realized from on-site leachate treatment for the current six (6) month period

Month	Treated	Hauled Dillman	Hauled Ellettsville	Total	Monthly Cost for Hauled	Cost w/o Treatment	Operational Costs	Cost Savings
June '21	131,091	0	713,400	844,491	\$33,887	\$36,144	\$3,113	-\$856
July '21	1,070,106	0	35,000	1,105,106	\$1,663	\$47,299	\$25,415	\$20,221
Aug. '21	129,378	0	0	129,378	\$0	\$5,537	\$3,073	\$2,465
Sept. '21	28,990	0	76,800	105,790	\$3,287	\$4,528	\$689	\$552
Oct. '21	458,025	0	84,200	542,225	\$3,604	\$23,207	\$10,878	\$8,725
Nov. '21	516,998	0	153,600	670,598	\$6,756	\$28,702	\$12,279	\$9,667
Total	2,334,588	0	1,063,000	3,397,588	\$49,196	\$145,417	\$55,446	\$40,774

* Leachate hauling and disposal costs are based on the following rates:

Hauling and Disposal = \$180.00 per 4,200 gallon load

Hauling and Disposal = \$214.00 per 5,000 gallon load

** Temperature data is from the website National Weather Service (www.weather.gov) for zip code 47408