

AGENDA

BOARD OF DIRECTOR'S MEETING

of the

MONROE COUNTY SOLID WASTE MANAGEMENT DISTRICT

Nat U. Hill Meeting Room, Monroe County Courthouse

Bloomington, Indiana

Meeting Connection via ZOOM

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

Meeting ID: 832 4890 9782

Password: 910416

Thursday October 13, 2022 4:00 pm

CALL TO ORDER

	Page
1. Board of Directors Attendance Roll Call**	N/A
2. Executive Committee Meeting Minutes – September 2, 2022.....	2
3. Board of Directors Meeting Minutes – September 8, 2022**	5
4. Controller's Report	
a. Cash Flows.....	8
b. Payroll and Claims**	15
c. SBOA Audit Findings Report for Fiscal Years 2018 & 2019.....	35
5. Resolution 2022-11 To Amend the District's Approved Vendor list**	48
6. Resolution 2022-12 Declaration of Surplus Property**	53
7. New Positions Proposed in the District's 2023 Operating Budget.....	56
a. Waste Reduction Specialist Position.....	57
b. Compliance, HHW, and Landfill Support Staff Position.....	60
8. CAC Report.....	63
9. Department Reports.....	64
10. Public Comment.....	N/A
11. Comments from Directors.....	N/A

ADJOURN

MINUTES

Executive Committee Meeting

of the

Monroe County Solid Waste Management District

Friday September 2, 2022 11:30 a.m.

Monroe County Solid Waste Management District Conference Room

3400 S. Walnut St., Bloomington, Indiana

Meeting Connection VIA ZOOM

<https://monroecounty-in.zoom.us/j/87683800326?pwd=Zm1SeUNMT3pob2FENUJRa0FCQm5Pdzo9>

Meeting ID: 876 8380 0326

Password: 768154

The following minutes reference the meeting packet for this date.

Members Present

In Person: Cheryl Munson, Chairperson; Isabel Piedmont-Smith, Vice-Chairperson; Penny Githens, Secretary

Virtually: None

Members Absent: None

Staff Present

In Person: Tom McGlasson Jr., Executive Director; Holly DeWar, Controller

Virtually: None

CAC Present

In Person: None

Virtually: Joseph Wynia, Chairperson

Legal Counsel Present

In Person: None

Virtually: None

Munson called the meeting order at 11:34 a.m.

Approval of Executive Committee Meeting Minutes – August 1, 2022

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

Approval of Executive Committee Executive Session Minutes – August 1, 2022 6:00 p.m.

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

Approval of Executive Committee Executive Session Minutes – August 1, 2022 7:00 p.m.

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

Review of Board of Directors Executive Session Minutes – August 11, 2022

Piedmont-Smith motioned to forward the minutes to the full Board for approval; Githens seconded. Roll call vote was unanimous; motion passed.

Review of Board of Directors Meeting Minutes – August 11, 2022

Piedmont-Smith motioned to forward the minutes to the full Board for approval; Githens seconded. McGlasson stated that Munson has provided spelling and grammatical corrections.

Piedmont-Smith asked for clarification of the section on page three (3) describing the discussion of the health insurance options. Discussion ensued concerning the health insurance options being provided to employees and how the minutes should be revised to properly reflect the discussion at the Board meeting.

Piedmont-Smith stated that she also provided additional grammatical and spelling corrections.

Piedmont-Smith amended her motion to forward the minutes as revised to the full Board for approval; Githens seconded. Roll call vote was unanimous; motion passed.

Report From Controller

DeWar stated that there is no financial report. She has been doing a lot of learning and training and noted that next week will be very busy with the Monday holiday and payroll, claims and end of month reconciliation to be done. She continued by stating that Connie Hudson is a great asset to the District and has been great to work with. She is using her past experience and acquired skills to learn to do the job to the best of her ability and she is happy to be with the District.

McGlasson stated that due to Hudson being out this week, and this being DeWar's first end of month reconciliation, the cash flow statements will not be completed in time to be included in the Board meeting packet scheduled to be distributed this afternoon. He advised that he will distribute the packet as scheduled this afternoon with a memo indicating that the cash flow statements will be provided via email next week as soon as they are available.

McGlasson advised the committee that the Monroe County Council has a budget session scheduled in the Nat U. Hill Meeting Room at 5:00 p.m. the day of the Board meeting. So the Board meeting will need to end by 4:45 p.m. so the budget session can start as scheduled. Munson confirmed.

Discussion of New Positions Included in 2023 Budget

McGlasson stated that he would like to have job descriptions prepared for the Board to review at their October meeting, noting that the annual Salary Ordinance is usually acted upon by the Board at the November meeting. He distributed recent job postings he found for Waste Reduction Specialist positions advertised by other organizations.

Committee members and Wynia reviewed the provided job postings. Discussion ensued concerning the duties, responsibilities and qualifications outlined in the job postings and how they might apply to the District's proposed position.

McGlasson referred to Thomas' comments at the last Board meeting concerning potential overlap with the District's current outreach position and stated that the job description needs to make a clear distinction in those duties. If there is not enough of a distinction, we will need to consider redefining, or redirecting our current outreach position and efforts to be more geared to the Five Year Plan goals and objectives.

Munson stated that with the current outreach position managing webinars and other media, and doing outreach and education in the schools, to accomplish what we are looking for in this position would require the District to give up a lot of what it's currently doing. McGlasson concurred stating that he's not sure we want to make those concessions, noting that many of those programs are long-standing and popular within the community.

Piedmont-Smith stated that this position should focus on waste reduction and targeting entities that produce larger quantities of waste, not individual households, but bigger entities. She envisions direct dialogue and programs with local businesses, schools and other large waste generators.

Discussion ensued regarding existing waste reduction efforts and alternatives to disposal being offered by the District and private sector entities, how the District could collaborate with private sector entities, how

to gather information that would be used to determine programs needed to be developed, how the position might evolve over time, and what combination of education and experience might be needed to effectively perform the job.

Githens suggested contacting the O'Neill School of Public and Environmental Affairs to see if any of their graduates go into similar positions, and if we could get copies of job descriptions to reference.

McGlasson stated he will develop a draft job description and get it distributed next week so that it can be reviewed and revised ahead of the next Executive Committee meeting.

Githens asked about a job description for the new Compliance and HHW Laborer position. McGlasson stated he has talked with Lee Paulsen and Joey Long about defining the position and plans to have a job description available at the next Executive Committee meeting. He would then like to present the job description to the Board at the October meeting for their review and comment so that it can be processed in the same time frame as the Waste Reduction Specialist job description.

Piedmont-Smith asked for clarification of the departments this position would be working in. McGlasson stated the position would work in the HHW, Compliance and Landfill departments.

Piedmont-Smith asked who the position would report to. McGlasson stated Lee Paulsen and Joey Long.

McGlasson described how the position would split time between the departments, noting that it will not always be an even split, but will depend more on tasks needing to be completed and how they are prioritized.

Munson asked McGlasson to describe some of the scenarios encountered for private property compliance issues and how they are handled. McGlasson provided a general overview of how compliance cases are handled and gave some specific examples of circumstances that can make them more challenging to manage.

All Other Items Deemed Appropriate for Executive Committee Discussion

McGlasson advised the committee that the District recently completed a court ordered cleanup on private property, which the District funded. This was paid for using the District credit card and cost a little over \$5,000, and it will be explained to the Board when that credit card bill is presented for payment approval. He stated that the court order called for a lien to be placed on the property so the District will be reimbursed for that expense.

Meeting adjourned at 12:42 p.m.

Signed – Executive Committee Member
Minutes of September 2, 2022

Minutes

Monroe County Solid Waste Management District

Board of Directors

Thursday September 8, 2022

4:00 p.m.

Nat U. Hill Meeting Room, Monroe County Courthouse

Meeting connection VIA ZOOM

<https://monroecounty-in.zoom.us/j/83248909782?pwd=b2h3cGpxbmE3emZnb1huR3JUVlcxZz09>

Meeting ID: 832 4890 9782

Password: 910416

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:

In Person: Cheryl Munson, Chairperson; Penny Githens, Secretary; Julie Thomas, Director; Lee Jones, Director

Virtually: Dan Swafford, Director

Member Absent: Isabel Piedmont-Smith, Vice-Chairperson; John Hamilton, Director

Staff Present:

In-Person: Thomas McGlasson Jr, Executive Director; Holly DeWar, Controller

Virtually: Lee Paulsen, Landfill/Compliance Director

Staff Absent: Joey Long, Operations Director

Legal Counsel Present:

In-Person: None

Virtually: Lee Baker

CAC Present

In Person: None

Virtually: Joseph Wynia, Chairperson

Munson called the meeting to order at 4:05 p.m.

Munson noted that the County Council Budget Session immediately follows this meeting and stated that we hope to finish within approximately thirty (30) minutes.

Executive Committee Meeting Minutes – August 1, 2022

Provided for information.

Executive Committee Executive Session Minutes – August 1, 2022 6:00pm

Provided for information.

Executive Committee Executive Session Minutes – August 1, 2022 7:00pm

Provided for information.

Board of Directors Executive Session Minutes – August 11, 2022

Githens motioned to approve; Jones seconded. Roll call vote was unanimous; motion passed.

Board of Directors Meeting Minutes – August 11, 2022

Githens motioned to approve; Jones seconded. Roll call vote was unanimous; motion passed.

Controller's Report

a. Cash Flows

DeWar presented updated cash balances as of August 31, 2022.

b. Payroll and Claims

McGlasson presented pre-approved claims included in the meeting packet in the amount of \$76,970.67. Emailed to the Board yesterday are claims pre-approved under Resolution 2022-02 in the amount \$60,865.68, and claims for the Board's approval today in the amount of \$7,619.46. Total payroll and claims for approval at today's meeting in the amount of \$145,455.81.

Githens motioned to approve payroll and claims in the amount of \$145,455.81; Jones seconded.

Munson asked for clarification of the credit charges being paid for this month. McGlasson apologized that the charges are not itemized on the claims docket. He stated that the claims emailed to the Board yesterday included credit charges in the amount of \$6,119.87. He wanted to bring to the Board's attention that of that amount, \$5,250 is a payment to a company called Fire Dawgs for a court ordered cleanup for one (1) of our compliance cases. The scope of the cleanup was too large for the District to undertake with its staff. The court order does call for a lien to be placed on the property in the amount of the cleanup costs, so the District will be reimbursed for this expense at some point in the future. Our legal counsel, Mr. Baker, is in the process of getting that lien filed.

Munson called for a vote on the motion. Roll call vote was unanimous; motion passed.

CAC Report

Wynia stated that the August monthly meeting was canceled due to a lack of business and attendance. He noted that the CAC did have a special meeting earlier in August to review the proposed 2023 budget and prepare written comments for the Board, which were provided at the August Board meeting.

Department Reports

McGlasson reviewed the schedule for the County Council's review and adoption of the District's 2023 budget. He stated that with Scott Morgan's retirement being effective August 15th, Joey Long has been named Operations Director, noting that he had been serving as Acting Operations Director during Morgan's absence. The State Board of Accounts (SBOA) recently completed an audit for fiscal years

2018 and 2019, we have had our exit conference and have been advised that the findings report should be available on or about October 16th.

McGlasson stated that Long is on vacation this week. He referenced Long's report included in the packet noting that the vacant Truck Drive position at South Walnut has been filled and that with Long becoming Operations Director, there are no plans to fill the now vacant Assistant Operations Director position due to it not being funded in the 2023 budget. He referred to the information attached to Long's report regarding Just Us Girls Camp for Teenage Girls, stating that this is one (1) of the mission groups that our reuse program works with. He concluded by pointing out that the HHW department shipped out 3,620 pounds of lead acid batteries and referred to a question at last month's meeting concerning low battery revenue relative to the budget estimate. The lead acid batteries generate the bulk of that revenue, so we should see that come up in the near future when the shipment is processed and payment received.

Paulsen stated that he is scheduled to restart the leachate treatment plant tomorrow. He referenced the number of compliance cases in his report and advised that current year to date case volume is higher than at this time last year. Moreover, last year we had the most reported cases on record. Adopt-A-Road participation is picking up with school back in session, and the IU Greek system starting their community service work. He reported that attorney Lee Baker is working with Mary Beth King to establish standard operating procedures to manage compliance cases, and we are issuing more fines in an attempt to motivate people bringing properties into compliance. He stated that to date this year the District has issued almost \$2,500 in fines.

Munson asked if the fines are paid to the County or to the District. Paulsen stated that fines are paid to the Treasurer's Office and proceeds go to the County General Fund. McGlasson confirmed stating that the fines are handled through the County's Ordinance Violations Bureau.

Public Comment

Duane Willoughby introduced himself as a representative of Rumpke Waste and Recycling and stated that he will be attending Board meetings regularly going forward and he looks forward to working with the District and its Board.

Comments from Directors

Munson noted that this was the shortest meeting of the Board since she became a member (January 2013) and thanked everyone for helping keep us on the short schedule we were afforded by the upcoming County Budget work session.

Meeting adjourned at 4:26 p.m.

Signed – Board Member

Minutes of September 8, 2022

DATE: October 7, 2022
 TO: MCSWMD Board of Directors
 FROM: Holly DeWar, Controller
 SUBJECT: September 2022 Cash Flow Summary

MONROE COUNTY SOLID
 WASTE MANAGEMENT
 DISTRICT

	Beginning Balance January 1, 2022	Revenue YTD as of September 30, 2022	Expense YTD as of September 30, 2022	Balance YTD as of September 30, 2022
Operating	2,222,002.03	1,830,825.16	1,599,037.62	2,453,789.57
Saving	1,000,477.23	2,885.57		1,003,362.80
Closure Bond Debt	158,839.58	178,411.07	305,920.00	31,330.65
Capital	45,418.46	38.40		45,456.86
Landfill/Post Closure	754,830.24	8,486.79	37,311.81	726,005.22

Date: October 7, 2022
To: MCSWMD Board of Directors
From: Holly DeWar, Controller
Subject: Operating Fund Cash Flow Statement

MONROE COUNTY SOLID
WASTE MANAGEMENT
DISTRICT

Begin Balance: 2,222,002.03

	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	YTD		2022 Budget	2021 Encumbered/N ot Spent	YTD Actual Less Budget	Percent Remaining
REVENUE																		
Property Tax	0.00	0.00	0.00	0.00	0.00	1,168,740.29	0.00	0.00					1,168,740.29		1,994,609.00		-825,868.71	41.41%
Excise Tax	0.00	0.00	0.00	0.00	0.00	60,835.92	0.00	0.00					60,835.92		125,000.00		-64,164.08	51.33%
CVET	0.00	0.00	0.00	0.00	0.00	4,050.38	0.00	0.00					4,050.38		7,500.00		-3,449.62	45.99%
Glass Recycling	1,037.32	623.68	1,579.91	1,165.44	1,290.17	223.17	978.01	902.38	1,159.17	0.00	0.00	0.00	8,959.25		15,000.00		-6,040.75	40.27%
Metal Recycling	5,865.10	5,273.41	3,450.11	7,403.40	5,501.68	6,404.13	8,088.88	4,525.19	6,139.18	0.00	0.00	0.00	52,651.08		40,000.00		12,651.08	-31.63%
Sale of Oil	0.00	0.00	0.00	0.00	0.00	0.00	0.00	390.75	326.75				717.50					
Battery Recycling	0.00	0.00	0.00	343.00	344.40			704.00					1,391.40		2,000.00		-608.60	30.43%
Green Business	5,050.00	7,840.00	528.56	1,100.00	0.00	50.00	516.69	550.00					15,635.25		20,000.00		-4,364.75	21.82%
Toter's	0.00	0.00	0.00	0.00	0.00	0.00	649.95	0.00	389.97	0.00	0.00	0.00	1,039.92					
Orange Bags	23,845.00	31,088.75	12,682.50	26,291.25	24,248.75	25,246.25	22,372.50	23,251.25	19,285.00	0.00	0.00	0.00	208,311.25		315,000.00		-106,688.75	33.87%
CESQG	186.00	1,832.40	1,093.39	391.39	349.43	466.39	541.60	428.72	752.65	0.00	0.00	0.00	6,041.97		8,000.00		-1,958.03	24.48%
Paint	80.00	160.00	704.00	360.00	726.00	772.64	940.25	839.00	300.00	0.00	0.00	0.00	4,881.89		2,000.00		2,881.89	-144.09%
Rental	0.00	1,950.00	393.08	0.00	1,951.00	0.00	1,950.00	103.60	0.00	0.00	0.00	0.00	6,347.68		8,000.00		-1,652.32	20.65%
Refund/Misc	678.83	269.31	758.27	0.00	0.00	10.00	1,367.88	0.00	340.00	0.00			3,424.29					
Host Fee	45,972.33	19,855.98	19,154.27	27,157.79	24,905.95	27,940.30	29,281.23	25,668.58	28,233.70				248,170.13		250,000.00		-1,829.87	0.73%
E-Waste	2,120.00	1,200.00	2,360.00	1,800.00	2,250.00	2,760.00	3,540.00	3,140.00	2,200.00	0.00	0.00	0.00	21,370.00		30,000.00		-8,630.00	28.77%
Donation	54.00	26.00	17.00	17.00	42.00		30.00	4.00	10.00				200.00					
Waste Tires							93.00	280.00	219.00				592.00		5,000.00		-4,408.00	88.16%
Insurance Reimb									1,281.22				1,281.22					
Interest									2,788.02	0.00	0.00	0.00	9,998.74					
TOTAL REVENUE	85,428.58	70,319.53	43,271.09	66,309.27	62,429.38	1,298,299.47	71,309.99	62,262.47	63,984.66	0.00	0.00	0.00	1,830,825.16		2,828,109.00		-997,283.84	35.26%

	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	YTD	2022 Budget	2021 Encumbered/N ot Spent	YTD Actual Less Budget	Percent Remaining
EXPENSE																	
Personnel Services																	
Salaries and Wages	55,104.97	55,410.59	54,288.68	55,724.83	56,628.55	58,497.90	79,029.10	53,113.35	57,687.65	0.00	0.00	0.00	525,485.62	827,703.00		-302217.38	36.51%
Employee Benefits	3,914.35	3,923.01	3,795.58	4,778.43	3,965.59	4,460.65	3,575.71	4,116.22	4,197.75	0.00	0.00	0.00	38,727.29	71,964.00		-33236.71	46.19%
District Insurance	21,582.83	21,182.34	21,182.34	21,267.08	20,550.84	20,150.35	28,452.45	18,968.30	19,739.28	0.00	0.00	0.00	193,075.81	375,000.00		-181924.19	48.51%
Longevity	975.00	945.00	400.00	1,600.00	150.00	920.00	690.00	5,250.00	800.00	0.00	0.00	0.00	11,730.00	15,640.00		-3910	25.00%
Wellness Clinic-Activate	0.00	0.00	3,949.71	0.00	3,949.71	0.00	0.00	3,949.71					11,849.13	16,000.00		-4150.87	25.94%
Retirement	5,988.18	5,543.08	5,864.95	5,818.16	6,043.70	6,345.65	8,488.92	5,690.65	6,155.89	0.00	0.00	0.00	55,939.18	84,577.00		-28637.82	33.86%
Sub-total	87,565.33	87,004.02	89,481.26	89,188.50	91,288.39	90,374.55	122,236.18	91,088.23	88,580.57	0.00	0.00	0.00	836,807.03	1,390,884.00		-554076.97	39.84%
Supplies																	
Office Supplies		443.61	116.72	76.12	25.49	365.34	187.98	251.73	0.00	0.00	0.00	0.00	1,466.99	6,000.00			
Operating Supplies	1,497.20	1,107.86	1,309.43	4,303.89	2,369.88	1,675.90	1,749.41	6,194.22	4,440.26	0.00	0.00	0.00	24,648.05	65,600.00		-40951.95	62.43%
Repair and Maintenance	0.00	4.29	0.00	0.00	0.00	3,436.87	135.27	108.00	0.00	0.00	0.00	0.00	3,684.43	20,750.00		-17065.57	82.24%
Other Supplies	43,075.00	0.00	0.00	17.49	429.88	52,455.74	4,412.74	97.35	33.41	0.00	0.00	0.00	100,521.61	74,000.00		26521.61	-35.84%
Sub-total	44,572.20	1,555.76	1,426.15	4,397.50	2,825.25	57,933.85	6,485.40	6,651.30	4,473.67	0.00	0.00	0.00	130,321.08	166,350.00		-36028.92	21.66%
Other Services & Charges																	
Professional Services	8,203.00	2,992.62	5,097.41	899.24	2,868.49	16,619.70	13,596.94	6,169.25	30,562.32	0.00	0.00	0.00	87,008.97	204,850.00	25068.52	-117841.03	57.53%
Comm & Transportation	2,213.56	838.67	1,701.82	1,223.08	2,068.32	1,479.11	1,268.67	839.98	1,412.55	0.00	0.00	0.00	13,045.76	18,400.00		-5354.24	29.10%
Printing and Advertising	1,896.99	818.25	620.75	3,043.23	1,311.03	2,953.00	1,731.99	639.82	24.38	0.00	0.00	0.00	13,039.44	32,500.00		-19460.56	59.88%
Insur/Worker's Comp	1,115.22	0.00	871.12	0.00	0.00	0.00	0.00	0.00					1,986.34	138,500.00		-136513.66	98.57%
Utility Services	4,439.87	4,843.85	4,423.28	3,499.04	3,294.51	3,008.11	3,265.00	3,200.23	3,111.77	0.00	0.00	0.00	33,085.66	41,640.00		-8554.34	20.54%
Repair & Maintenance	4,345.26	4,232.08	5,376.25	3,999.07	2,888.63	12,346.77	6,354.17	2,526.67	2,342.30	0.00	0.00	0.00	44,411.20	85,700.00	1887.97	-41288.8	48.18%
Rentals	6,245.28	6,279.99	6,956.84	14,571.53	7,646.16	6,317.27	5,336.24	5,336.24	4,957.24	0.00	0.00	0.00	63,646.79	81,760.00		-18113.21	22.15%
Other Services & Charges	31,767.44	55,816.22	41,869.71	48,354.35	69,109.53	4,987.58	35,170.65	41,660.07	29,754.52	0.00	0.00	0.00	358,770.07	634,775.00		-276004.93	43.48%
Sub-total	60,226.62	75,821.68	66,917.18	75,589.54	89,186.67	47,711.54	66,723.66	60,372.26	72,165.08	0.00	0.00	0.00	614,994.23	1,238,125.00	26956.49	-623130.77	50.33%
Capital Outlay																	
Land																	
Imprvmt O.T. Buildings													0.00	10,000.00		-10000	100.00%
Machinery / Equipment																	
Building Improvements																	
Computer Equipment														1,200.00			
Vehicle Purchases/Lease														20,000.00			
Other Capital Outlays																	
Cum Capital																	
Sub-total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	31,200.00		-31200	100.00%
Payroll Liability Clearing	2,471.86	2,991.15	2,021.20	782.18	8,874.93	1,002.65	-20,289.69	1,968.98	13,581.18	0.00	0.00	0.00	13,404.44				
Total Expenses	194,836.01	167,372.61	159,845.79	169,957.72	192,175.24	197,022.59	175,155.55	160,080.77	178,800.50	0.00	0.00	0.00	1,599,037.62	2,826,840.00	26956.49		

Ending Balance2,453,789.57

G/L Blance2,453,789.57

Difference0.00

MONROE COUNTY SOLID
WASTE MANAGEMENT
DISTRICT

Date: 10/7/2022
To: MCSWMD Board of Directors
From: Holly DeWar, Controller
Subject: Savings Cash Flow

Begin Balance 1,000,477.23

	22-Jan	22-Feb	22-Mar	22-Apr	22-May	22-Jun	22-Jul	22-Aug	22-Sep	22-Oct	22-Nov	22-Dec	YTD
REVENUE													-
													-
Interest	127.46	115.14	127.49	119.28	134.38	238.62	437.57	795.93	789.70				2,885.57
													-
Total Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-
													2,885.57

EXPENSE													-
													-
Total Expenses	-	-	-	-	-	-	-	-	-	-	-	-	-
													-

End Balance 1,003,362.80

MOPNROE COUNTY SOLID
WASTE MANAGEMENT
DISTRICT

Date: 10/7/2022
To: MCSWMD Board of Directors
From: Holly DeWar, Controller
Subject: Closure Bond Debt Cash Flow

Begin Balance 158,839.58

	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	YTD	2022 Budget	YTD Actual Less Budget	Percent Remaining
REVENUE																
Interest	6.44	0.29	0.32	0.3	0.33	12.81	20.21	4.16	4.29				49.15			
Debt Service Tax						169,092.45							169,092.45	275,000.00	-105,907.55	38.51%
Excise Tax						8,690.85							8,690.85	30,520.00	-21,829.15	71.52%
Cvet						578.62							578.62	400.00	178.62	-44.66%
Transfer IN													0.00		0.00	
Total Revenue	6.44	0.29	0.32	0.30	0.33	178,374.73	20.21	4.16	4.29	0.00	0.00	0.00	178,411.07	305,920.00	484,331.07	158.32%

	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	YTD	2022 Budget	YTD Actual Less Budget	Percent Remaining
EXPENSE																
Principal	135,000.00						140,000.00						275,000.00	275,000.00	0.00	0.00%
Interest	15,935.00						14,585.00						30,520.00	30,520.00	0.00	0.00%
Agency Fee	400.00												400.00	400.00	0.00	0.00%
Transfer Out															0.00	
															0.00	
															0.00	
Total Expenses	151,335.00	0.00	0.00	0.00	0.00	0.00	154,585.00	0.00	0.00	0.00	0.00		305,920.00	305,920.00	0.00	0.00%

End Balance 31,330.65

MONROE COUNTY
SOLID WASTE
MANAGEMENT
DISTRICT

Date: 10/7/2022
To: MCSWMD Board of Directors
From: Holly DeWar, Controller
Subject: Capital Cash Flow

Begin Balance 45,418.46

	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	YTD	Budget Less YTD	Percent Remaining
REVENUE															
Interest	3.86	3.48	3.86	3.61	3.98	3.73	3.61	6.04	6.23						
Transfer IN															
Total Revenue	3.86	3.48	3.86	3.61	3.98	3.73	3.61	6.04	6.23	0.00	0.00	0.00	38.40		

EXPENSE															
Improvements															
Total Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		

End Balance 45,456.86

MONROE COUNTY
SOLID WASTE
MANAGEMENT
DISTRICT

Date: 10/7/2022
To: MCSWMD Board of Directors
From: Holly DeWar, Controller
Subject: Landfill/Post Closure

Begin Balance: 754,830.24

	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	YTD
REVENUE													
Interest	1,399.78	442.41	194.50	209.76	127.30	221.99	1,549.72	557.96	366.76				5,070.18
Dividend													
Gain on Investment					722.06		2,579.80	24.00	90.75				3,416.61
Transfer													
Total Revenue													8,486.79
EXPENSE													
Bank Fee's	314.51	313.47	311.93	309.24	307.68	607.90	306.15	307.50	305.92				3,084.30
Loss on Investment	2,951.65	3,821.05	6,327.87	3,660.95		3,805.44	601.40	5,492.70	6,920.25				33,581.31
Market Value Adjustment	646.20												646.20
Transfer													
Total Expenses													37,311.81

End Balance 726,005.22

**MONROE COUNTY SOLID
WASTE MANAGEMENT
DISTRICT**

Date: October 7, 2022
 To: MCSWMD Board of Directors
 From: Holly DeWar, Controller
 RE: **Payroll & Claims Approval**

The following payroll and claims payments are respectfully submitted to the MCSWMD Board of Directors for approval at the regularly schedule Board of Directors meeting on 10/13/2022.

Pre-Approved Claims

Accounts Payable Claims Pre-Approved Under Resolution 2022-02	\$74,533.52
Payroll	\$40,795.82
Payroll Claims	\$21,493.27
Longevity	\$0.00
Claims Approved by Board Chair or Designee	<u>\$28,789.73</u>
TOTAL PRE-APPROVED CLAIMS:	\$165,612.34

Accounts Payable Claims Submitted for Approval on 10/13/2022	<u>\$0.00</u>
--	---------------

TOTAL PAYROLL AND CLAIMS FOR APPROVAL: \$165,612.34

We have examined the claims summarized above and, except for claims not allowed as shown on the register of claims, such claims are hereby approved by the Board of Directors on October 13, 2022.

 Cheryl Munson, Chairperson

 Isabel Piedmont-Smith, Vice Chairperson

 Penny Githens, Secretary

 Dan Swafford, Director

 Julie Thomas, Director

 Lee Jones, Director

 John Hamilton, Director

 Tom McGlasson, Jr., Executive Director

 Holly DeWar, Controller

**MONROE COUNTY SOLID
WASTE MANAGEMENT
DISTRICT**

Date: October 7, 2022
 To: MCSWMD Board of Directors
 From: Holly DeWar, Controller
 RE: **Summary of Payroll and Claims**

Claim Processed 9/9/2022
Pre-Approved Claims Approved Under Resolution 2022-02

(Payroll Correction)	9/9/2022	<u>\$940.33</u>
TOTAL		\$940.33

Claims Processed Week of 9/19/2022
Pre-Approved Claims Approved Under Resolution 2022-02

Accounts Payable Claims	\$37,625.62
Payroll	\$20,397.90
Payroll Claims	\$12,166.41
Longevity	<u>\$0.00</u>
TOTAL	\$70,189.93

Pre-Approved Claims Approved by Board Chair or Designee

9/22/2022	<u>\$24,487.78</u>
TOTAL	\$24,487.78

Claims Processed Week of 10/3/2022
Pre-Approved Claims Approved Under Resolution 2022-02

Accounts Payable Claims	\$35,967.57
Payroll	\$20,397.92
Payroll Claims	\$9,326.86
Longevity	<u>\$0.00</u>
TOTAL	\$65,692.35

Pre-Approved Claims Approved by Board Chair or Designee

10/6/2022	<u>\$4,301.95</u>
TOTAL	\$4,301.95

**Total Pre-Approved Payroll and Accounts Payable Claims Submitted
to the Board of Directors:**
\$165,612.34

We have examined the claims summarized above and approved:


 Tom McGlasson Jr., Executive Director


 Holly DeWar, Controller

MCSWMD Board of Directors Meeting Packet 10/13/22 Page 17 of 73

Claims Docket Report

Accounts Payable Claims Docket

CLAIM DOCKET					
Claim	Vendor	Name	Description		Net Amount
Batch: 719	1	514 Holly DeWar	Deposit was sent in error to another bank.		940.33
Grand Total:					940.33

Claims Docket

Claim	Vendor	Name	Description	Net Amount
Batch: 721	1	380 Aflac	Employee Aflac (August 2022)	46.44
	2	115 AT & T	Mthly: Bethel site phone	258.63
			Mthly: Oard site phone	219.83
	3	286 Bynum Fanyo Utilities, Inc.	Landfill treatment plant	500.00
			S. Walnut List Station repair	372.95
	4	489 CenterPoint Energy	Mthly Admin bldg	60.38
			Mthly RRC/HHW	45.43
	5	117 Cintas #2	Weekly Rugs & Towels (RRC & HHW)	56.37
			Weekly Rugs & Towels (RRC & HHW)	56.37
			Weekly Rugs & Towels	56.37
			Weekly Rugs & Towels (RRC & HHW)	56.37
			Weekly Rugs & Towels (RRC & HHW)	56.37
			Mthly: Lease for AED - Landfill	129.00
			Mthly: First Aid Supplies - Landfill	38.73
			Lease for AED - RRC	129.00
			First Aid Supplies - RRC	38.73
			Mthly: Lease for AED - Bethel	129.00
			Mthly: First Aid Supplies - Bethel	31.58
			Mthly: Lease for AED - Oard	129.00
			Mthly: First Aid Supplies - Oard	49.00
			Mthly: Lease for AED - Dillman	129.00
			Mthly: First Aid Supplies	38.73
			Mthly: Lease for AED - Ellettsville	129.00
			Mthly: First Aid Supplies - Ellettsville	38.73
			Mthly: Lease for AED - Admin	129.00
			Mthly: First Aid Supplies	38.69
			Mnthly: First Aid Supplies - HHW	43.24
			Mthly: First Aid Supplies - HHW	15.36
	6	39 City of Bloomington Utilities	Mthly: Admin, RRC & HHW utilities	240.88
	7	252 Monroe County Clerk	Cause # %C06-0608-CC01568 (Richard A Serpa)	232.61
	8	19 Duke Energy Indiana Inc	Mthly RRC & HHW	1,132.67
			Mthly Admin Bldg	492.85
			Mthly Dillman Site	2.31
			Mthly Bethel Site	169.57
			Mthly Oard Site	314.33
	9	47 Hobbs Equipment Inc	Mthly Compator rental (S Walnut & 4 sites)	4,435.00
	10	231 Indiana State Central Collection Unit	Remit # 006812207 Case: 53C07-1108-JP-000630 (Wampler for L Hall)	132.00

Claims Docket

Claim	Vendor	Name	Description	Net Amount
11	459	Invesco Investment Service	Bi-weekly payroll IRA for employees	29.00
12	465	IU Health Plans	Mthly: Employee Health (10/1 - 10/31/22)	24,838.73
13	272	J R Davis Vending Inc	Water Cooler Rental, E-ville & Dillman	46.00
14	254	John Hancock	Employee Loan (Mary K Hunter)	159.25
15	61	K & S Roloff, Inc	Hauling load: S Walnut to Kitley Ave, Indy	900.00
16	278	Lincoln National Life Insurance	Mthly: Employee Disability (10/1 - 10/31/22)	654.30
17	74	Muller Welding Company Inc	Mthly Compactor rental @ S Walnut	300.00
18	162	Petty Cash Fund	Petty Cash: Adopt A Road laundry & postage, Postage: Certified Qtrly reports, Parking @ IU - Community Outreach program	44.32
19	92	Smithville Communications Inc	Mthly Ellettsville site phone	48.28
			Mthly: Dillman site phone	46.22
20	93	South Central Indiana REMC	Landfill Mthly: Electric	57.00
			Landfill: Mthly Electric	155.00
			Landfill: Mthly Electric	69.00
			Landfill: Mnthly Electric	105.00
Grand Total:				37,625.62

<u>SUMMARY</u>										
<u>Check</u>	<u>Type</u>	<u>Manual</u>	<u>Direct</u>	<u>Deposit</u>	<u>Amount</u>	<u>Direct</u>	<u>Deposit</u>	<u>Amount</u>	<u>Check</u>	<u>Amount</u>
Regular					0.00		20,397.90			0.00
Manual					0.00		0.00			0.00
Void					0.00		0.00			0.00

9:53 AM

Monroe County Solid Waste Management Dis
Batch 6201 thru Batch 6201

Page 1 of 1

BatchNo: 6201 Comment: Payrol Claims
 Status: Open Date Opened: 09/20/2022
 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	9/20/2022	9 / 2022	CONNIE		Federal	2,183.85	
1000	07-22.65000 FICA Social Security	9/20/2022	9 / 2022	CONNIE		FICA SS	3,299.40	
1000	07-22.64000 FICA/Medicare Withholdings	9/20/2022	9 / 2022	CONNIE		FICA Medicare	771.62	
1000	07-22.41340 John Hancock Retirement	9/20/2022	9 / 2022	CONNIE		Retirement	3,148.73	
1000	07-22.62000 State Withholdings	9/20/2022	9 / 2022	CONNIE		State	1,990.00	
1000	07-22.63000 County Withholdings	9/20/2022	9 / 2022	CONNIE		County	772.81	
Batch Totals:							12,166.41	

**MONROE COUNTY SOLID
WASTE MANAGEMENT
DISTRICT**

Date: September 21, 2022
To: MCSWMD Board of Directors
From: Holly DeWar, Controller
RE: Claims for Approval 9/21/22

Accounts Payable Claims for Approval

\$24,487.78


Total Accounts Payable Claims for Approval 8/24/22

\$24,487.78

We have examined the claims summarized above and, except for claims not allowed as shown on the register of claims, such claims are hereby allowed.



Tom McGlasson, Jr., Executive Director



Holly DeWar, Controller

Claims Docket

Claim	Vendor	Name	Description	Net Amount
Batch: 720	1	5 AmeriGas Propane	Propane for recycling: Hazamat fee	227.19
	2	24 C & S, Inc.	Mnthly fuel for Depts, Dept 01, 02, 04, 05 & 08	1,163.92
			Sales Tax Credit	-35.57
	3	472 Call2Recycling	HHW: Battery Recycling	153.75
	4	289 Element Materials Tech Daleville, LLC	May 2022 - Long list ground water sampling	23,547.82
	5	41 Herald Times	Advertise meeting notices	24.38
	6	137 Hoosier Transfer Station	Compliance: Illegal Dumping	1.33
	7	90 Shoe Carnival Inc	Safety boots for employee	89.98
			Safety boots for employee	89.98
8	99	Suburban Products Inc	Gaylords and pallets for Recycling & HHW + Freight	2,225.00
Grand Total:				27,487.78

Holly DeWar

From: Cheryl Munson <cmunson@co.monroe.in.us>
Sent: Wednesday, September 21, 2022 3:30 PM
To: piedmoni@bloomington.in.gov; Penny Githens; Julie Thomas; hamiltoj@bloomington.in.gov; Lee Jones; danswafford@ellettsville.in.us
Cc: Tom McGlasson; Holly DeWar
Subject: Re: Claims for approval

Dear Board Members,

I have no questions on these claims. If there are no unanswered questions from other Board members, I will approve the claims as of Thursday noon, September 22, 2022, and their payment under my signature.

Thank you,
Cheryl

Cheryl Munson
Monroe County Solid Waste Management District
Board of Directors, Chair
Monroe County Council
Member At-Large
(812) 325-3407

Cheryl

Cheryl Munson
Monroe County Council
Member At-Large
(812) 325-3407

cmunson@co.monroe.in.us
www.cherylmunson.us

From: Holly DeWar <hdewar@mcswmd.org>
Sent: Wednesday, September 21, 2022 11:04 AM
To: Cheryl Munson; piedmoni@bloomington.in.gov; Penny Githens; Julie Thomas; hamiltoj@bloomington.in.gov; Lee Jones; danswafford@ellettsville.in.us
Cc: Tom McGlasson
Subject: Claims for approval

Cheryl and Members of the Board,

Attached for your review and approval are Accounts Payable Claims in the amount of \$24, 487.78. Please let me know if there are any questions.

Holly DeWar, Controller
Monroe County Solid Waste Management District
3400 S. Walnut St.
Bloomington, IN 47401
812-349-2951

Claims Docket

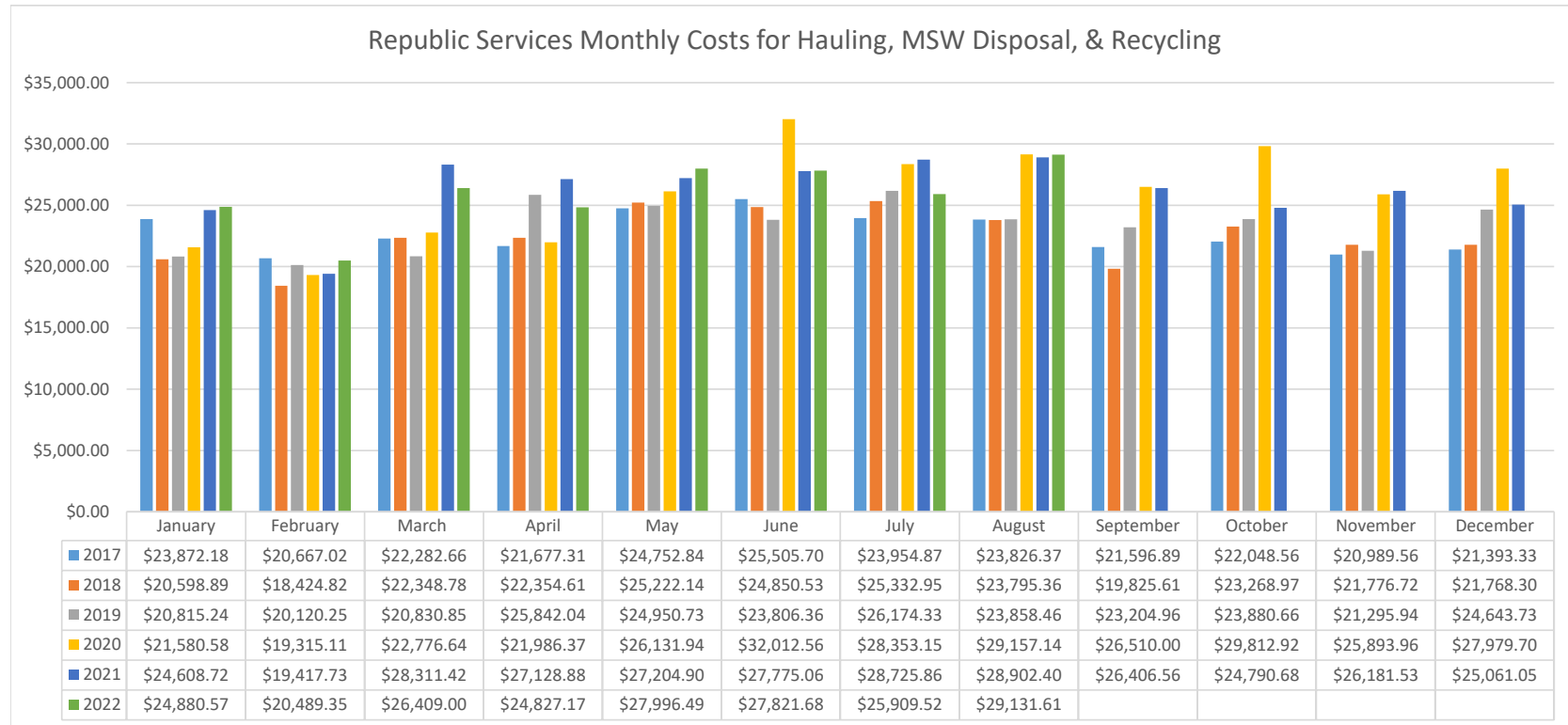
Claim	Vendor	Name	Description	Fund	Account	Amount
Batch: 725	1	116 AT & T—Courthouse	Mthly: HHW & Landfill alarm system	1000	02-30.43210	17.54
			Mthly: HHW & Landfill alarm system	1000	05-30.43210	35.08
	2	370 Comcast Business	Mthly Telephone Service for all Depts	1000	01-30.43210	163.25
			Mthly Telephone Service for all Depts	1000	04-30.43210	163.25
			Mthly Telephone Service for all Depts	1000	05-30.43210	70.07
			Mthly Telephone Service for all Depts	1000	08-30.43210	70.07
			Mthly Telephone Service for all Depts	1000	15-30.43210	30.83
	3	135 Comcast Cable	Mthly Internet & digital voice for all departments	1000	01-30.43210	26.46
			Mthly Internet & digital voice for all departments	1000	01-30.43290	59.94
			Mthly Internet & digital voice for all departments	1000	04-30.43210	15.80
			Mthly Internet & digital voice for all departments	1000	04-30.43290	56.67
			Mthly Internet & digital voice for all departments	1000	05-30.43210	6.20
			Mthly Internet & digital voice for all departments	1000	05-30.43290	28.84
			Mthly Internet & digital voice for all departments	1000	08-30.43210	6.20
			Mthly Internet & digital voice for all departments	1000	08-30.43290	28.84
			Mthly Internet & digital voice for all departments	1000	15-30.43210	3.00
			Mthly Internet & digital voice for all departments	1000	15-30.43290	15.54
4	19	Duke Energy Indiana Inc	Ellettsville site	1000	06-30.43510	168.36
5	239	Fleener's Landscape & Lawn Care, Inc.	Mowing at 3400 S Walnut	1000	01-30.43190	450.00
6	137	Hoosier Transfer Station	Compliance: Adopt A Road, Compliance Illegal Dumping	1000	08-30.43939	9.30
7	231	Indiana State Central Collection Unit	Remit # 006812207, Case: 53C07 - 1108 - JP - 000630, Wampler for L Hall	1000	07-22.73000	132.00
8	254	John Hancock	Employee Loan (Mary K Hunter)	1000	07-22.73000	96.47
			Employee Loan (Mary K Hunter)	1000	07-22.73000	62.78
9	61	K & S Rolloff, Inc	Glass hauling at sites & S. Walnut	1000	04-30.43943	44.34
			Glass hauling at sites & S Walnut	1000	04-30.43943	369.47
			Glass hauling at sites & S Walnut	1000	04-30.43943	1,108.44
			Glass hauling S Walnut	1000	04-30.43943	900.00
10	252	Monroe County Clerk	Cause # 53C06-0608-CC01568 (Richard A Serpa)	1000	07-22.73000	232.61
11	74	Muller Welding Company Inc	Mthly Compactor rental @ S Walnut	1000	04-30.43740	300.00
12	361	PPLSI	Mthly ID theft of employess	1000	07-22.66000	70.75
13	518	Pace Analytical	Bi-weekly monitoring @ Landfill, NPDES monitoring	1000	02-30.43140	263.90
14	356	Pomp's Tire Service	2008 Ford F150 Maint & Repairs	1000	02-30.43640	895.31
15	159	Quality Heating & Air Condition	Hazmat unit leaking, blew out drain, checked filter, unit working	1000	05-30.43610	95.00
			Landfill: (2) Air Bears 20x20x5	1000	02-20.42390	88.00
16	216	Scott's Termite & Pest Control	Monthly service (Admin & Recycling)	1000	01-30.43610	45.00

MCSWMD Board of Directors Meeting Packet 10/13/22 Page 27 of 73

Claims Docket Report

Claims Docket

Claim	Vendor	Name	Description	Fund	Account	Amount
16	216	Scott's Termite & Pest Control	Monthly service (Admin & Recycling)	1000	04-30.43610	45.00
17	93	South Central Indiana REMC	Landfill: Mthly electric	1000	02-30.43510	53.00
18	506	Susan L. Miller	Mnthly: Cleaning, Admin & RRC	1000	01-30.43610	422.25
			Mnthly: Cleaning, Admin & RRC	1000	04-30.43610	77.75
19	469	TASC	Qtrly: Cobra Admin Fee (11/1/2022 - 01/31/2023)	1000	07-22.41331	79.65
20	459	Invesco Investment Service	Bi-weekly payroll IRA for employee's	1000	07-22.73500	29.00
21	145	Republic Services of Indiana	Mthly (Aug 2022) Hauling and MSW Disposal	1000	04-30.43942	2,289.40
			Mthly (Aug 2022) Hauling and MSW Disposal	1000	04-30.43960	957.37
			Mthly (Aug 2022) Hauling and MSW Disposal	1000	06-30.43740	212.24
			Mthly (Aug 2022) Hauling and MSW Disposal	1000	06-30.43939	9,060.84
			Mthly (Aug 2022) Hauling and MSW Disposal	1000	06-30.43942	14,485.18
			Mthly (Aug 2022) Hauling and MSW Disposal	1000	06-30.43960	2,126.58
Grand Total:						35,967.57



SUMMARY

<u>Check Type</u>	<u>Manual</u>	<u>Direct</u>	<u>Deposit</u>	<u>Amount</u>	<u>Direct</u>	<u>Deposit</u>	<u>Amount</u>	<u>Check</u>	<u>Amount</u>
Regular				0.00		20,397.92			0.00
Manual				0.00		0.00			0.00
Void				0.00		0.00			0.00

11:19 AM

Monroe County Solid Waste Management Dis

Page 1 of 1

Batch 6220 thru Batch 6220

BatchNo: 6220

Comment: 10-7-2022 Payroll Claims

Status: Open

Date Opened: 10/03/2022

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	10/3/2022	10 / 2022	CONNIE		Federal	2,132.18	
1000	07-22.65000 FICA Social Security	10/3/2022	10 / 2022	CONNIE		FICA SS	3,300.36	
1000	07-22.64000 FICA/Medicare Withholdings	10/3/2022	10 / 2022	CONNIE		FICA Medicare	771.82	
1000	07-22.41340 John Hancock Retirement	10/3/2022	10 / 2022	CONNIE		Retirement	3,122.50	
Batch Totals:							9,326.86	

**MONROE COUNTY
SOLID WASTE
MANAGEMENT
DISTRICT**

Date: October 3, 2022
To: MCSWMD Board of Directors
From: Holly DeWar, Controller
RE: Claims for Approval

Accounts Payable Claims for Approval	\$4,301.95
Total Accounts Payable Claims for Approval 10/3/22	<u>\$4,301.95</u>

We have examined the claims summarized above and approved.


Tom McGlasson Jr., Executive Director


Holly DeWar, Controller

October 3, 2022

12:14 pm

Claims Docket Report

Page 1 of 1

Accounts Payable Claims Docket

CLAIM DOCKET

Claim	Name	Description	Net Amount
1	German American - VISA	Admin: American flag	39.55
		AISWMD Conference Lodging (McGlasson, Pokral)	339.28
		Admin: Sam's Club membership dues	45.00
		AISWMD Conference Registration (McGlasson, Pokral, Long, Manley, Edwards)	1,215.00
		Landfill: Internet Service	61.22
		Online job postings - Controller / Truck Driver	93.00
		Controller: Public official bond	315.00
		TOTAL	2,108.05
2	Kleindorfer Hardware & Variety Store	Drill bit, nuts, bolts, washers	14.74
		Key copies, gloves	12.88
		Paint & Primer for S. Walnut parking lot	64.76
		Paint & Primer for S. Walnut parking lot	143.93
		TOTAL	236.31
3	Prolift Industrial Equipment Co., Inc	RRC: Forklift - filter and oil	216.74
4	Staples Business Credit	Tape, Toner, Laminate pouches, Urinal mat, Urinal cakes	362.40
5	Steve's Welding	RRC: Welding repairs to forklift - Fabricate & install container guides, repair existing guides	957.83
6	USA Bluebook	Landfill: Pedestal mounted eyewash station	420.62
Grand Total:			4,301.95

Holly DeWar

From: Cheryl Munson <cmunson@co.monroe.in.us>
Sent: Wednesday, October 5, 2022 11:39 AM
To: Holly DeWar; piedmoni@bloomington.in.gov; Penny Githens; Julie Thomas; hamiltj@bloomington.in.gov; Lee Jones; danswafford@ellettsville.in.us
Cc: Tom McGlasson
Subject: Re: Claims for approval

Dear Holly and Tom,

I have no questions on these claims. If there are no unanswered questions from other Board members, I will approve the claims as of Thursday noon, October 6, 2022, and their payment under my signature.

Thank you,
Cheryl

Cheryl Munson
Monroe County Solid Waste Management District
Board of Directors, Chair
Monroe County Council
Member At-Large
(812) 325-3407

From: Holly DeWar <hdewar@mcswmd.org>
Sent: Wednesday, October 5, 2022 9:54 AM
To: Cheryl Munson; piedmoni@bloomington.in.gov; Penny Githens; Julie Thomas; hamiltj@bloomington.in.gov; Lee Jones; danswafford@ellettsville.in.us
Cc: Tom McGlasson
Subject: Claims for approval

Cheryl and Members of the Board,

Attached for your review and approval are Accounts Payable Claims in the amount of \$4,301.95. Please let me know if there are any questions.

Thank you,

Holly DeWar, Controller
Monroe County Solid Waste Management District
3400 S. Walnut St.
Bloomington, IN 47401
812-349-2951

Tom McGlasson

From: Isabel Piedmont-Smith <piedmoni@bloomington.in.gov>
Sent: Wednesday, October 5, 2022 2:28 PM
To: Holly DeWar
Cc: Tom McGlasson; Cheryl Munson
Subject: Re: Claims for approval

Thanks for the level of detail provided, Holly! No questions.
Isabel

On Wed, Oct 5, 2022 at 9:54 AM Holly DeWar <hdewar@mcswmd.org> wrote:

Cheryl and Members of the Board,

Attached for your review and approval are Accounts Payable Claims in the amount of \$4,301.95. Please let me know if there are any questions.

Thank you,

Holly DeWar, Controller

Monroe County Solid Waste Management District

3400 S. Walnut St.

Bloomington, IN 47401

812-349-2951

--

Isabel Piedmont-Smith (she/her/hers)
City Council Member - District 5
Bloomington, Indiana

STATE BOARD OF ACCOUNTS
302 West Washington Street
Room E418
INDIANAPOLIS, INDIANA 46204-2769

FINANCIAL STATEMENT REVIEW REPORT
OF
MONROE COUNTY SOLID WASTE DISTRICT
MONROE COUNTY, INDIANA
January 1, 2018 to December 31, 2019



FILED
09/22/2022

TABLE OF CONTENTS

<u>Description</u>	<u>Page</u>
Schedule of Officials	2
Independent Accountant's Review Report.....	3-4
Financial Statement and Accompanying Notes:	
Statement of Receipts, Disbursements, and Cash and Investment	
Balances - Regulatory Basis.....	7
Notes to Financial Statement	8-11
Exit Conference.....	12

SCHEDULE OF OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Executive Director	Tom McGlasson, Jr.	01-01-18 to 12-31-22
Controller	Connie Hudson	01-01-18 to 12-31-22
Chair of the District Board	Julie Thomas	01-01-18 to 12-31-19
	Cheryl Munson	01-01-20 to 12-31-22



STATE OF INDIANA

AN EQUAL OPPORTUNITY EMPLOYER

STATE BOARD OF ACCOUNTS
302 WEST WASHINGTON STREET
ROOM E418
INDIANAPOLIS, INDIANA 46204-2769

Telephone: (317) 232-2513
Fax: (317) 232-4711
Web Site: www.in.gov/sboa

INDEPENDENT ACCOUNTANT'S REVIEW REPORT

TO: THE OFFICIALS OF THE MONROE COUNTY SOLID
WASTE DISTRICT, MONROE COUNTY, INDIANA

We have reviewed the accompanying financial statement of the Monroe County Solid Waste District (District), for the period of January 1, 2018 to December 31, 2019. A review includes primarily applying analytical procedures to management's financial data and making inquiries of the District's management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statement as a whole. Accordingly, we do not express such an opinion.

Management's Responsibilities for the Financial Statement

Management is responsible for the preparation and fair presentation of this financial statement in accordance with a regulatory basis of accounting that demonstrates compliance with the reporting requirements established by the Indiana State Board of Accounts as allowed by state statute (IC 5-11-1-6); which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America. This includes determining that the basis of accounting the District uses is an acceptable basis for the preparation of the financial statement in the circumstances. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial statement that is free from material misstatements whether due to fraud or error.

Accountant's Responsibilities

Our responsibility is to conduct the review engagement in accordance with *Statements on Standards for Accounting and Review Services* promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statement for it to be in accordance with the prescribed basis of accounting described in Note 1. We believe that the results of our procedures provide a reasonable basis for our conclusion.

We are required to be independent of the District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our reviews.

INDEPENDENT ACCOUNTANT'S REVIEW REPORT
(Continued)

Accountant's Conclusion

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statement in order for it to be in accordance with the prescribed basis of accounting described in Note 1.

Basis of Accounting

We draw attention to Note 1 of the financial statement, which describes the basis of accounting. The financial statement is prepared in accordance with the prescribed basis of accounting that demonstrates compliance with the reporting requirements established by the Indiana State Board of Accounts as allowed by state statute (IC 5-11-1-6), which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America. Our conclusion is not modified with respect to this matter.



Beth Kelley, CPA, CFE
Deputy State Examiner

September 1, 2022

FINANCIAL STATEMENT AND ACCOMPANYING NOTES

The financial statement and accompanying notes were approved by management of the District.
The financial statement and notes are presented as intended by the District.

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MONROE COUNTY SOLID WASTE MANAGEMENT DISTRICT
 STATEMENT OF RECEIPTS, DISBURSEMENTS,
 AND CASH AND INVESTMENT BALANCES -
 REGULATORY BASIS
 For the Years Ended December 31, 2018 and 2019

Fund	Cash and Investments 01-01-18	Receipts	Disbursements	Cash and Investments 12-31-18	Receipts	Disbursements	Cash and Investments 12-31-19
Solid Waste Management Fund	\$ 1,781,712	\$ 2,595,436	\$ 2,271,431	\$ 2,105,717	\$ 2,638,334	\$ 2,424,805	\$ 2,319,246
Capital Improvement	76,693	-	31,279	45,414	-	-	45,414
Closure/Post-Closure Fund	742,678	29,727	44,366	728,039	29,830	6,950	750,919
Flex Spending	1,539	20,603	16,627	5,515	2,025	5,609	1,931
Debt Service	154,781	304,095	302,320	156,556	312,703	306,470	162,789
Totals	<u>\$ 2,757,403</u>	<u>\$ 2,949,861</u>	<u>\$ 2,666,023</u>	<u>\$ 3,041,241</u>	<u>\$ 2,982,892</u>	<u>\$ 2,743,834</u>	<u>\$ 3,280,299</u>

The notes to the financial statement are an integral part of this statement.

MONROE COUNTY SOLID WASTE MANAGEMENT DISTRICT
NOTES TO FINANCIAL STATEMENT

Note 1. Summary of Significant Accounting Policies

A. Reporting Entity

The District was established under the laws of the State of Indiana. The District operates under a governing board.

The accompanying financial statement presents the financial information for the District.

B. Basis of Accounting

The financial statement is reported on a regulatory basis of accounting prescribed by the Indiana State Board of Accounts in accordance with state statute (IC 5-11-1-6), which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America. The basis of accounting involves the reporting of only cash and investments and the changes therein resulting from cash inflows (receipts) and cash outflows (disbursements) reported in the period in which they occurred.

The regulatory basis of accounting differs from accounting principles generally accepted in the United States of America, in that receipts are recognized when received in cash, rather than when earned, and disbursements are recognized when paid, rather than when a liability is incurred.

C. Cash and Investments

Investments are stated at cost. Any changes in fair value of the investments are reported as receipts in the year of the sale of the investment.

D. Receipts

Receipts are presented in the aggregate on the face of the financial statement. The aggregate receipts include the following sources:

Taxes. Amounts received from one or more of the following: property tax, wheel tax, innkeeper's tax, food and beverage tax, county economic development income tax, boat and trailer excise tax, county adjusted gross income tax, and other taxes that are set by the District.

Intergovernmental receipts. Amounts received from other governments in the form of operating grants, entitlements, or payments in lieu of taxes. Examples of intergovernmental receipts include, but are not limited to, the following: local income tax, federal grants, state grants, cigarette tax distributions received from the state, motor vehicle highway distributions received from the state, local road and street distributions received from the state, financial institution tax received from the state, auto excise surtax received from the state, commercial vehicle excise tax received from the state, major moves distributions received from the state, and riverboat receipts received from the county.

Charges for services. Amounts received for services including, but not limited to, the following: planning commission charges, building department charges, copies of public records, copy machines charges, accident report copies, gun permit applications, 911 telephone services, recycling fees, dog pound fees, emergency medical service fees, park rental fees, swimming pool receipts, cable TV receipts, ordinance violations, fines and fees, bond forfeitures, court costs, and court receipts.

MONROE COUNTY SOLID WASTE MANAGEMENT DISTRICT
NOTES TO FINANCIAL STATEMENT
(Continued)

Other receipts. Amounts received from various sources, including, but not limited to, the following: net proceeds from borrowings; interfund loan activity; transfers authorized by statute, ordinance, resolution, or court order; internal service receipts; and fiduciary receipts.

E. Disbursements

Disbursements are presented in the aggregate on the face of the financial statement. The aggregate disbursements include the following uses:

Personal services. Amounts disbursed for salaries, wages, and related employee benefits provided for all persons employed. In those units where sick leave, vacation leave, overtime compensation, and other such benefits are appropriated separately, such payments would also be included.

Supplies. Amounts disbursed for articles and commodities that are entirely consumed and materially altered when used and/or show rapid depreciation after use for a short period of time. Examples of supplies include, but are not limited to, the following: office supplies, operating supplies, and repair and maintenance supplies.

Other services and charges. Amounts disbursed for services including, but not limited to, the following: professional services, communication and transportation, printing and advertising, insurance, utility services, repairs and maintenance, and rental charges.

Debt service - principal and interest. Amounts disbursed for fixed obligations resulting from financial transactions previously entered into by the District. It includes all expenditures for the reduction of the principal and interest of the District's general obligation indebtedness.

Capital outlay. Amounts disbursed for land, infrastructure, buildings, improvements, and machinery and equipment having an appreciable and calculable period of usefulness.

Other disbursements. Amounts disbursed for various other purposes including, but not limited to, the following: interfund loan payments; loans made to other funds; internal service disbursements; and transfers out that are authorized by statute, ordinance, resolution, or court order.

F. Interfund Transfers

The District may, from time to time, make transfers from one fund to another. These transfers, if any, are included as a part of the receipts and disbursements of the affected funds and as a part of total receipts and disbursements. The transfers are used for cash flow purposes as provided by various statutory provisions.

G. Fund Accounting

Separate funds are established, maintained, and reported by the District. Each fund is used to account for amounts received from and used for specific sources and uses as determined by various regulations. Restrictions on some funds are set by statute while other funds are internally restricted by the District. The amounts accounted for in a specific fund may only be available for use for certain, legally-restricted purposes. Additionally, some funds are used to account for assets held by the District in a trustee capacity as an agent of individuals, private organizations, other funds, or other governmental units, and, therefore, the funds cannot be used for any expenditures of the unit itself.

MONROE COUNTY SOLID WASTE MANAGEMENT DISTRICT
NOTES TO FINANCIAL STATEMENT
(Continued)

Note 2. Budgets

The operating budget is initially prepared and approved at the local level. The fiscal officer of the District submits a proposed operating budget to the governing board for the following calendar year. The budget is advertised as required by law. Prior to adopting the budget, the governing board conducts public hearings and obtains taxpayer comments. Prior to November 1, the governing board approves the budget for the next year. The budget for funds for which property taxes are levied or highway use taxes are received is subject to final approval by the Indiana Department of Local Government Finance.

Note 3. Property Taxes

Property taxes levied are collected by the County Treasurer and are scheduled to be distributed to the District in June and December; however, situations can arise which would delay the distributions. State statute (IC 6-1.1-17-16) requires the Indiana Department of Local Government Finance to establish property tax rates and levies by December 31 of the year preceding the budget year or January 15 of the budget year if the District is issuing debt after December 1 or intends on filing a shortfall appeal. These rates were based upon the assessed valuations adjusted for various tax credits from the preceding year's lien date of January 1. Taxable property is assessed at 100 percent of the true tax value (determined in accordance with rules and regulations adopted by the Indiana Department of Local Government Finance). Taxes may be paid in two equal installments which normally become delinquent if not paid by May 10 and November 10, respectively.

Note 4. Deposits and Investments

Deposits, made in accordance with state statute (IC 5-13), with financial institutions in the State of Indiana, at year end, should be entirely insured by the Federal Depository Insurance Corporation or by the Indiana Public Deposit Insurance Fund. This includes any deposit accounts issued or offered by a qualifying financial institution.

State statutes authorize the District to invest in securities including, but not limited to, the following: federal government securities, repurchase agreements, and certain money market mutual funds. Certain other statutory restrictions apply to all investments made by local governmental units.

Note 5. Risk Management

The District may be exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; job-related illnesses or injuries to employees; medical benefits to employees, retirees, and dependents; and natural disasters.

These risks can be mitigated through the purchase of insurance, establishment of a self-insurance fund, and/or participation in a risk pool. The purchase of insurance transfers the risk to an independent third-party. The establishment of a self-insurance fund allows the District to set aside money for claim settlements. The self-insurance fund would be included in the financial statement. The purpose of participation in a risk pool is to provide a medium for the funding and administration of the risks.

MONROE COUNTY SOLID WASTE MANAGEMENT DISTRICT
NOTES TO FINANCIAL STATEMENT
(Continued)

Note 6. Pension Plan

The District contributes to a pension plan unique to the District. Information regarding this plan may be obtained from the District.

MONROE COUNTY SOLID WASTE DISTRICT
EXIT CONFERENCE

The contents of this report were discussed on September 1, 2022, with Tom McGlasson, Jr., Executive Director; Connie Hudson, Controller; and Cheryl Munson, Chair of the District Board.



MEMORANDUM

TO: MCSWMD Board of Directors
DATE: October 7, 2022
FROM: Tom McGlasson Jr.
SUBJECT: Resolution 2022-11 To Amend the District Approved Vendor List

The following changes are being requested to the Approved Vendor List due to company name changes, new vendors being used, and removing vendors to whom no payments have been made in at least (2) years.

Vendors Added

B&H Electrical and Supply, Inc.	Gatehouse Media Indiana Holdings, Inc.
Circular Indiana	German American Bank
Cyntox Biohazard Solutions	Pace Analytical Services, LLC
Deluxe	Rural King

Vendors Removed

Allied Equipment	HFI Mechanical
Allied Wholesale Electrical	Hoosier Workwear/Army Navy Store
American Confidential Shredding	Indiana Recycling Coalition
BBC Pump & Equipment	MedAssure
Chase Card Services	MedExpress Urgent Care
Clearstream Recycling	Office Depot
Downtown Bloomington	Service Pipe & Supply
Element Materials Technology	Todd's Septic Tank Service
H P Products	Town of Ellettsville
Herald Times	Triple R Marketing

Resolution 2022 – 11

To Amend the District Approved Vendor List

WHEREAS, the Monroe County Solid Waste Management District (District) Board of Directors schedules one (1) regular Board meeting per calendar month; and

WHEREAS, some claims, including payroll and claims submitted by suppliers of goods and services to the District must be paid at intervals that are less than thirty (30) days; and

WHEREAS, I.C. 13-21-3-10(c) provides a process for the approval of certain claims without a meeting of the Board of Directors.

NOW, THEREFORE, the District Board of Directors hereby resolves:

1. Pursuant to IC 13-21-3-10(c) and as strictly set forth herein, the District Controller is authorized to pay, without prior approval of the Board of Directors, the following claims:
 - a. Payroll for District employees.
 - b. The State solid waste management fees imposed by I.C. 13-20-22-1.
 - c. Claims of those vendors identified in the list of approved vendors, attached hereto and incorporated as if fully set forth and marked as Exhibit A. This list may be amended by the Board of Directors as necessary for the administration of the District.

Provided, however, the Chairperson of the District Board of Directors or the Chairperson's designee from the membership of the Board of Directors must approve said claims in writing before the same are paid by the Controller.

2. Further, all such claims as approved by this Resolution shall be reviewed and allowed by the Board of Directors at its next regular or special meeting. The District Controller will immediately seek to recover any payments made pursuant to this Resolution if that claim is not subsequently approved by the District Board of Directors.
3. To amend the list of approved vendors with the addition of new vendors and the deletion of old vendors as described in Exhibit A attached hereto and by reference incorporated herein.

Resolution 2022 – 11

To Amend the District Approved Vendor List

So voted on this 13th day of October, 2022, 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

Resolution 2022-11 Exhibit A
Monroe County Solid Waste Management District
Approved Vendor List
Amended and Approved October 13, 2022

ACTIVE VENDORS

A & A QUICK PUMP	CARMICHAEL TRUCK & AUTOMOTIVE SERVICE	ELLETTSVILLE UTILITES
ABRACADABRA GRAPHICS	CARMIN PARKER	ENGRAVING & STAMPS
ACTIVATE HEALTHCARE	CASSADY ELECTRIC	
AECOM	CENTERPOINT ENERGY	FIBREX GROUP
AFLAC	CENTRAL SECURITY & COMMUNICATIONS	FINANCIAL SOLUTIONS GROUP
AISWMD	CINTAS	FLEENER LAWN & LANDSCAPING
AMERIGAS	CIRCULAR INDIANA	GATEHOUSE MEDIA INDIANA HOLDINGS, INC.
ARTISTIC MEDIA PARTNERS (WHCC)	CITY OF BLOOMINGTON UTILITIES	GEO TECH ENVIRONMENT
AT & T	CLEAN AIR & WATER SYSTEMS	GLASCO UV
AT & T – COURTHOUSE	COLUMBUS INDUSTRIAL ELECTRIC	GLOBAL EQUIPMENT
B-TECH FIRE & SECURITY	COMCAST BUSINESS	GREATER BLOOMINGTON CHAMBER OF COMMERCE
B&H ELECTRICAL AND SUPPLY, INC.	COMCAST CABLE	HARRIS COMPUTERS
BANK OF NEW YORK	CORE & MAIN	HERITAGE-CRYSTAL CLEAN
BANK OF NEW YORK MELLON	COUNTY READY MIX	HERITAGE ENVIRONMENTAL SVCS.
BARROW, ERNIE	CUMMINS CROSSPOINT	HINES SEAL COATING
BARRY COMPANY	CURIE ENVIRONMENTAL SERVICES, LLC	HOBBS EQUIPMENT
BAUGH FINE PRINT	CYNTOX BIOHAZARD SOLUTIONS	HOOSIER RECREATION WORKSHOP
BLAND HEAVY WRECKER	DEQ ELECTRICAL & MECHANICAL	HOOSIER TRANSFER STATION
BLOOMINGTON PAINT & WALLPAPER	DELPHI SIGNS & GRAPHICS	HYLANT GROUP
BLOOMINGTON SPEEDWAY MULCH	DELUXE	IDEM -STATE OF IND DEPT OF ENVIORMENTAL MANAGEMENT
BLOOMINGTON SUPPLY CORP.	DEPARTMENT OF NATURAL RESOURCES	INDIANA DEPT. OF REVENUE (SPECIAL TAX DIVISION)
BLUE BENEFITS CONSULTING	DUKE ENERGY	INDIANA DEPARTMENT OF WORKFORCE DEV
BRUCE GARAGE DOORS / HOME IMPROVEMENT	EARTH EXPLORATION	INDIANA HHW TASK FORCE, INC.
BRUCES WELDING	EEAI (ENVIROMENT EDUCATION OF IND)	INDIANA RUAL WATER ASSOCIATION
BYNUM FANYO UTILITIES, INC.	EFFECTV	INDIANA STATE CENTRAL COLLECTION UNIT
C & S, INC.	ELECTRONIC RECYCLERS INT'L	
CALGON CARBON CORP.	ELLETTSVILLE TRUE VALUE	
CANON		

Resolution 2022-11 Exhibit A
 Monroe County Solid Waste Management District
 Approved Vendor List
 Amended and Approved October 13, 2022

INDIANAPOLIS STAR	MONROE COUNTY FAIR ASSOCIATION	RURAL KING
INDUSTRIAL ENVIROMENTAL MONITORING		SAFEGUARD BUSINESS
INSCCU-ASEF	MONROE COUNTY SOLID WASTE MANAGEMENT DISTRICT	SAMS CLUB
INTERNAL REVENUE SERVICE	MONROE COUNTY TIRE & SUPPLY	SCOTTS TERMITE & PEST CONTROL
INTERSTATE BATTERIES	MONROE COUNTY TREASURER	SECONDARY FIBER PRICING.COM
INVESCO INVESTMENT	MULLER WELDING CO., INC.	SENECA MEDICAL
I.U. HEALTH	N ANDERSON EXCAVATING & LAWN CARE	SHOE CARNIVAL, INC.
J & J CONCRETE CONSTRUCTION PRODUCTS	NALCO COMPANY	SIHO INSURANCE SERVICES
J. R. DAVIS VENDING	NAPA AUTO PARTS	SMITHVILLE COMMUNICATIONS
J & S LOCKSMITH	NATIONAL SAFETY COUNCIL	SOUTH CENTRAL INDIANA REMC
JOHN HANCOCK	NORTHERN SAFETY COMPANY	STAR MEDIA
JOHN NAYLOR TRUCKING	NUGENESIS, INC.	STAPLES
K & S HAULING	NUMEDIA MARKETING	STERNBERG, INC.
K & S ROLLOFFS	OMNISITE	STEVE'S ROOFING
KIRBY RISK	OTTO'S PARKING MARKINGS	STEVE'S WELDING
KLEINDORFER HARDWARE	P C MAX	SUBURBAN PRODUCTS
KOENIG EQUIPMENT	POMP'S TIRE	SUSAN MILLER
KOORSEN FIRE PROTECTION	PPLSI	TREASURER OF STATE
LAMBERT	PRODUCTION HOUSE	U S POSTMASTER
SHIELD	PROLIFT INDUSTRAIL	ULINE, INC.
LIBERTY TIRE & RECYCLING	QUALITY HEATING & AIR CONDITIONING	UNITED STATES TREASURY
LIGHTING RESOURCES	QUEST DIAGNOSTICS	USA BLUE BOOK
LINCOLN NATIONAL LIFE	REGIONAL SERVICES, INC.	VALUE FENCE
LOWE'S	REPUBLIC SERVICES	W W GRAINGER
MAC CORPORATION	ROTO-ROOTER PLUMBERS	WASHINGTON TOWNSHIP WATER
MANN PLUMBING	ROUNDSTONE NATIVE SEED	WASTE ZERO
MONROE COUNTY CLERK	RUDD EQUIPMENT	



MEMORANDUM

TO: MCSWMD Board of Directors
DATE: October 7, 2022
FROM: Tom McGlasson Jr.
SUBJECT: Resolution 2022-12 Declaration of Surplus Property

The 2022 budget has an appropriation identified for the demolition of the “Baler Building” located at the Monroe County Landfill. This building has most recently been used for storage of unused vehicles, previously declared surplus property via Resolution 2019-16, and other miscellaneous equipment and materials. Currently, the only item stored in the building that is a declared asset of the District is the Volvo L45 Wheel Loader, which this resolution also declares as surplus property. This wheel loader has not been used by District staff for a number of years.

District staff has entered into an agreement with a local contractor, Phoenix Demolition, to dismantle the building and repurpose it at another location. Once this project commences, the District will no longer have the ability to safely and properly store the Volvo L45 Wheel Loader and will seek to sell the equipment via the govdeals.com website, or by requesting bids from local entities interested in the equipment.

The remaining materials in the building will be relocated to other facilities at the landfill or the South Walnut Recycling Center for storage; or sold, reused, or recycled.

Resolution 2022 – 12

Monroe County Solid Waste Management District Declaration of Surplus Property

This resolution is to declare certain property of the Monroe County Solid Waste Management District to be no longer needed for the purpose for which it was intended and to be considered surplus property for the purpose of resale, reuse or recycle.

WHEREAS, the Monroe County Solid Waste Management District (District) is a political subdivision and a solid waste management district under IC 13-21-3; and

WHEREAS, the District is granted certain powers enumerated in IC 13-21-3-12; and

WHEREAS, the Board of Directors of the Monroe County Solid Waste Management District is empowered to declare unneeded District property to be surplus property; and

WHEREAS, the Board of Directors may authorize the disposal of surplus property under IC 5-22-22-1.

NOW, THEREFORE, the District Board of Directors hereby resolves that:

1. Pursuant to IC 5-22-22 the property set forth below is declared surplus property for the purpose of resale, reuse or recycle:

Building	Location	Net Asset Value
Baler Building	Landfill – 7740 N. Fish Rd	\$9,696.00
Machinery/Equipment	Serial Number/VIN	Net Asset Value
Volvo L45 Wheel Loader	1950061	\$0.00

2. The surplus property shall be removed from the District's fixed asset inventory.
3. Any sale of the surplus property shall be done in accordance with IC 5-22-22.

Resolution 2022 – 12

Monroe County Solid Waste Management District
Declaration of Surplus Property

So voted on this 13th day of October, 2022 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: October 7, 2022
FROM: Tom McGlasson Jr.
SUBJECT: New Positions Proposed in the District's 2023 Operating budget

As has been previously discussed, the 2023 proposed Operating budget includes wage appropriations for two (2) new positions; *Waste Reduction Specialist* and *Compliance, HHW, and Landfill Support Staff*.

Included in this meeting packet are proposed job descriptions for these positions for your review and discussion. These job descriptions have also been provided to the CAC for their review at their next meeting scheduled for 10/20/22. The intent is to take comments and feedback from these discussions and bring the job descriptions back to the Board, with any necessary revisions, at its November meeting so that the positions can be created in conjunction with consideration of the 2023 Salary Ordinance.

Monroe County Solid Waste Management District

Job Description

November 2022

Job Title: Waste Reduction Specialist

Department: Administration (01)

Work Location: Administration

Reports To: Executive Director

☒ Full-Time
☐ Part-Time

☐ Exempt
☒ Non-Exempt

To Perform this position successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed in this document are representative of the knowledge, skill, and/or ability required. Monroe County Solid Waste Management District provides reasonable accommodation to complete the application process or perform essential functions of the job, unless the accommodation would cause undue hardship.

PURPOSE OF THE POSITION

The Waste Reduction Specialist researches, develops and implements waste reduction strategies with a focus on the *Solid Waste Problems and Goals and Objectives* identified in the District's Five Year Plan. Strategies should be adaptable to a variety of waste-generating processes. The position will provide outreach to local businesses, government entities, schools, and other waste-generating organizations, with the goal of developing and implementing strategies to assist these entities in reducing the amount of waste generated, and reducing the amount of generated waste going to final disposal. Promotes source reduction, waste diversion, reuse activities, and recycling through marketing, direct presentation, and the development and delivery of special programs. Represents the District at public events and meetings, and on various boards, commissions and task forces. Collaborates with local governments within Monroe County, school systems, and universities, as well as the private sector.

RESPONSIBILITIES

1. General Tasks

- Develop waste reduction strategies, with a focus on *Solid Waste Problems and Goals and Objectives* identified in the District's Five Year Plan.
- Conduct research and consultation to identify waste generators of different types and identify which strategies are appropriate to each.
- Provide outreach and education to waste generators and collaborate to develop and implement strategies with these entities.
- Work with the Green Business Network Coordinator to conduct waste audits of local businesses to identify where waste can be reduced.
- Facilitate meetings with government entities, waste generators, waste industry representatives, and other related industries and foster partnerships.
- Partner with local government entities and the private sector to implement and expand waste reduction and waste diversion programs and initiatives.
- Educate waste generators and other stakeholders on opportunities to enhance or create waste reduction programs via meetings, workshops, conferences, or other events.
- Identify state and federal grants appropriate for the District and assist with writing grant applications.
- Creating documentation and promotion materials.

RESPONSIBILITIES (cont.)

- Assume responsibility as directed for administering and closing grants awarded to the District.
- Prepare and provide reports to the Executive Director, Board of Directors, and other local and state agencies as deemed necessary and appropriate.

2. Technical Tasks

- Provide group presentations in both public and private settings.
- Use Microsoft PowerPoint and/or other presentation programs, with projectors and other audio and visual equipment needed to perform presentations.
- Set up and take down audio and visual equipment
- Use Zoom, Microsoft Teams, and other virtual meeting programs.
- Develop website content related to job duties as a way to engage waste generators and program partners

3. Other Responsibilities

- When requested, attend Board of Directors meetings and provide reports on waste reduction activities.
- When requested, attend Citizens Advisory Committee meetings and/or provide requested reports and information.
- Maintain compliance with all company policies and procedures
- Perform other District duties as assigned and directed

4. Supervisory Responsibilities

- None

EDUCATION, KNOWLEDGE, SKILLS AND/OR WORK EXPERIENCE REQUIREMENTS

The Waste Reduction Specialist is required to have a Bachelor's degree in Environmental Science/Education, Environmental Management, Public Affairs, Public Management, or a related field, and three years related experience. Or an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job.

- Must possess a valid drivers' license.
- Ability to communicate and interact courteously and effectively with members of the public, staff, elected officials, and representatives and officials of local, state and federal agencies.
- Knowledge of Microsoft Office and Outlook.
- Good time management skills.
- Excellent communication skills.

PHYSICAL REQUIREMENTS

The Waste Reduction Specialist is required to:

- Pack, transport, and unpack audio visual equipment and other display and presentation materials, and occasionally lift up to twenty-five (25) pounds.
- Perform tasks requiring sitting, bending, lifting, and standing
- Must be available to work some evenings and weekends.
- Occasional out of town travel, sometimes requiring overnight stay.

OTHER REQUIREMENTS

- Ability to safely and successfully perform the essential job functions consistent with the ADA, FMLA and other federal, state and local standards, including meeting qualitative and/or quantitative productivity standards
- Ability to maintain regular, punctual attendance consistent with the ADA, FMLA, and other federal, state and local standards.
- Must be able to listen and speak clearly on telephone, via video conference, and in person.
- Operate all equipment in a safe and appropriate manner.
- Other requirements as needed.

ACKNOWLEDGMENT

The District has developed the job description to provide general guidelines to assist you in becoming familiar with obligations of your employment. It is not a complete list of responsibilities and is subject to change at any time. In the event this job description is modified, employee shall be provided a written copy of the revised job description, which will require employee's signature. This is not to give rise to contractual rights or obligations, express or implied or to be construed as a guarantee of employment. This is not a contract of employment. Additionally with the exception of the voluntary at-will employment policy, these guidelines are subject to modification, amendment or revocation by the District at any time, without advance notice. By your signature below, you acknowledge that you have read and understand this job description and agree to perform the duties, responsibilities and tasks set forth. Failure or refusal to sign and return a copy of this job description with an original signature to the Executive Director, or their designee, prior to the designated start date and time may be considered a declination of the position.

The District is an Equal Opportunity Employer

Print Employee Name:

Employee Signature:

Date:

Monroe County Solid Waste Management District

Job Description

November 2022

Job Title: Compliance, Household Hazardous Waste, and Landfill Support Staff

Department: Landfill (02), Household Hazardous Waste (05) and Compliance (08)

Work Location: Administration and Hazardous Materials Facility

Reports To: Environmental Compliance and Landfill Director, and Operations Director

☒ Full-Time
☐ Part-Time

☐ Exempt
☒ Non-Exempt

To Perform this position successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed in this document are representative of the knowledge, skill, and/or ability required. Monroe County Solid Waste Management District provides reasonable accommodation to complete the application process or perform essential functions of the job, unless the accommodation would cause undue hardship.

PURPOSE OF THE POSITION

The Compliance, Household Hazardous Waste, and Landfill Laborer is responsible for providing assistance and support to the Landfill, Household Hazardous Waste (HHW), and Compliance departments. Responsibilities and tasks will include, but are not limited to: general maintenance and repair; separating and sorting HHW materials received, and preparing them for shipment; illegal dumping and roadside litter remediation; assist with water sample collection; and assist with environmental compliance investigations; This position reports to the Environmental Compliance and Landfill Director, and Operations Director

RESPONSIBILITIES

1. General Tasks

- Assist with investigations of, and remediate and document, illegal roadside dumping and littering
- Assist with investigations of solid waste violations on private property
- Participates in court ordered, IDEM and community clean-ups. Provides prior notification to affected citizens and during clean-up provides education and support for separation of materials and material handling
- Keeps all adjacent roads to the landfill, rural recycling centers and central station clean and free of litter and debris and documents clean-ups
- Assists with management of Adopt-A-Road program; including scheduling participant cleanups, maintaining and distributing equipment, collection and disposal/recycling of waste and recycling
- Assist with landfill monitoring and maintenance as needed
- Assist HHW customers with off-loading materials as needed.
- Identify and arrange for proper re-use/recycling/disposal of household hazardous waste
- Accept, collect, and segregate HHW materials
- Assist with preparing and packaging HHW materials for shipment
- Respond to customer questions in person and on the phone
- Ensure South Walnut facility is clean and orderly; including parking lots and landscaped areas

2. Technical Tasks

- Operation of vehicle mounted winch and lift gate
- Perform preventative maintenance and troubleshoot problems on a variety of water pumps, motors and generators
- Work with Conditionally Exempt Small Quantity Generators (CESQG)
- Operate compactors, balers and lawn maintenance equipment as needed.

3. Other Responsibilities

- Responsible for District vehicle, camera, equipment and tools
- Comply with established safety guidelines at all times
- Maintain compliance with all company policies and procedures
- Perform other duties as assigned

4. Supervisory Responsibilities

- None

EDUCATION, KNOWLEDGE, SKILLS AND/OR WORK EXPERIENCE REQUIREMENTS

The Compliance, Household Hazardous Waste, and Landfill Laborer is required to have:

- High school diploma or GED
- Valid Driver's License
- The ability to communicate and interact effectively with the public, co-workers, and residents in a professional and courteous manner
- Working knowledge of Microsoft Word, Excel, Access and Outlook
- Possession of, or ability to obtain, 8-hour HAZWOPER certification
- Good time management skills

PHYSICAL REQUIREMENTS

The Compliance, Household Hazardous Waste, and Landfill Laborer performs duties in both indoor and outdoor environments, and in varying weather conditions. Job duties may result in exposure to vehicular traffic, traversing difficult terrain, exposure to physical hazards associated with working outdoors, potential exposure to household hazardous waste and unknown hazards/substances. Occasionally required to enter rivers, streams and ponds to retrieve materials. Potential confrontation with difficult and/or threatening people. Potential exposure to health and safety hazards associated with landfills. Regular lifting up to fifty (50) pounds and occasional lifting greater than fifty (50) pounds.

OTHER REQUIREMENTS

- Ability to safely and successfully perform the essential job functions consistent with the ADA, FMLA and other federal, state and local standards, including meeting qualitative and/or quantitative productivity standards
- Ability to maintain regular, punctual attendance consistent with the ADA, FMLA, and other federal, state and local standards
- Must be able to talk, listen and speak clearly on telephone and in person
- Operate all equipment in a safe and appropriate manner
- Effectively communicate with customers to provide excellent customer service
- Annual physical exam

ACKNOWLEDGMENT

The District has developed the job description to provide general guidelines to assist you in becoming familiar with obligations of your employment. It is not a complete list of responsibilities and is subject to change at any time. In the event this job description is modified, employee shall be provided a written copy of the revised job description, which will require employee's signature. This is not to give rise to contractual rights or obligations, express or implied or to be construed as a guarantee of employment. This is not a contract of employment. Additionally with the exception of the voluntary at-will employment policy, these guidelines are subject to modification, amendment or revocation by the District at any time, without advance notice. By your signature below, you acknowledge that you have read and understand this job description and agree to perform the duties, responsibilities and tasks set forth. Failure or refusal to sign and return a copy of this job description with an original signature to the Executive Director, or their designee, prior to the designated start date and time may be considered a declination of the position.

The District is an Equal Opportunity Employer

Print Employee Name:

Employee Signature:

Date:

CAC Monthly Activity Report

Monroe County Solid Waste Management District

Citizen's Advisory Committee

September – October 2022

09/15 Regular Meeting

- The CAC voted to send two members (Andrew Manley and Ryan Edwards) to the AISWMD Annual Conference on Wednesday, October 5th.
- Ryan Edwards was nominated and elected to the Vice-Chair position.
- Members in attendance agreed to hold future meetings in 100-B of Showers North.

10/03 District Rebranding Follow-Up

- Joe Wynia emailed the Rebranding Subcommittee to revisit discussions on district logos and rebranding. He also provided draft logos to help guide the consultants through the design process.

10/05 AISWMD Annual Conference

- Andrew Manley and Ryan Edwards attended the afternoon sessions on Wednesday, October 5th:
 - How SWMDs fit into the Circular Economy
 - Managing Household Hazardous Waste Collections
 - Working with your MS4

Monroe County Indiana Solid Waste Management District



MEMORANDUM

TO: MCSWMD Board of Directors

DATE: October 7, 2022

FROM: Tom McGlasson Jr.

SUBJECT: October 2022 Administration Department Board Report

General Updates

- The Monroe County Council public hearing for the District's 2023 proposed budget was held on 10/4/2022. At this hearing, no public comment, nor comments from Council members, were provided. The Monroe County Council has scheduled budget adoption for 10/18/22
- The annual Association of Indiana Solid Waste Management Districts (AISWMD) conference was held on 10/4/22 and 10/5/22. District employees Tom McGlasson Jr., Elisa Pokral, and Joey Long attending both days, additionally, CAC members Andrew Manley and Ryan Edwards attended on 10/5/22.

The conference was well attended, with sessions on the first day focusing on education and outreach, as well as a tour of the Green Wave electronics recycling facility; sessions the second day covered a range of topics including: annual business meeting; retirement plans; stress management; sustainability; HHW; working with MS4s; and a presentation by SBOA.

Media Summary for September

- Social Media Outreach
 - Social media posts included: Labor Day; Ellettsville Fall Festival; Adopt-A-Road; Bloomington Neighbors Fair; Classroom Education; Weed Wrangle at S. Walnut on 10/8/22; Illegal Dumping; Materials for the Arts; District Recycling Centers; Waste Tires.
- Effectv Summary
 - Television advertising: Green Business Network; Recycling Right; Community Food Waste Collection; Litter and Hazards; Illegal Burning; Home Composting; Electronics.
 - Weather Crawl: Six rotating scripts covering schedules and services.
 - Premium Digital Advertising: Green Business Network; Illegal Burning.
 - Premium Digital is a platform for our infomercials to be viewed through Comcast On-Demand services and internet streaming on any device.

Media Summary for September (cont.)

- Radio Summary
 - WHCC: Six (6) rotating focusing on Adopt-A Road, Reusable Bags, Rural Recycling Centers and food waste collection at all centers, Electronics Recycling, HHW: environmental challenges and solutions
- Sponsor of Mind Yo' Business podcast which features two (2) thirty (30) second PSAs per episode.
- H-T guest column published on 9/19, "What Does Your Shopping Cart Say About You?"; discussing environmental learning and referring readers to the District website for more information and resources.
- Elisa Pokral was interviewed for an H-T Biznet article on education, which will be published in the near future.

Education and Outreach Summary for August

- Elisa Pokral attended the Monroe County Soil and Water Conservation District's Bean Blossom Bottoms event on 9/9/22.
- Elisa Pokral was at the Ellettsville Fall Festival on 9/16/22 (Education Day) and interacted with students from the many schools who participated in the day, providing education and information on waste reduction, sustainability and environmental stewardship.
- Elisa Pokral attended the IU O'Neill School of Public and Environmental Affairs (SPEA) undergraduate student engagement fair on 9/19/22; attended by approximately sixty (60) students.
- Elisa Pokral was at the Peden Farm Festival on 9/29/22 and 9/30/22. Over the course of two (2) days, this event was attended by approximately 2,350 elementary (K-3rd) students and almost 900 adults.
- Classroom education sessions are currently being scheduled, openings still available for both in-person and virtual classroom education. Upcoming in-person sessions are scheduled for:
 - Rogers Elementary – 1st grade
 - Templeton Elementary – 3rd & 4th grades
 - Highland Park Elementary – 4th grade
 - Lakeview Elementary – 4th grade

MEMORANDUM

Monroe
County Solid
Waste
Management
District

DATE: 10/05/22
TO: MCSWMD Board of Directors
FROM: Joey Long
SUBJECT: Recycling & Reuse, Hazardous Materials, Rural Recycling Centers Board Report for the month of October 2022.

Recycling & Reuse (04)

- Staff have been doing maintenance on the parking lot.

Materials for the Arts (04)

- We have donated several bags of yarn to local resident Frank Ledbetter.

Green Business Network (04)

- Global Gifts have increased their scheduled number of pick-ups.
- Harmony School has expressed interest in joining the Green Business Network.

Hazardous Materials (05)

- We donated 4 - poly spill containment pallets that were no longer of use to the Indiana Household Hazardous Waste Task Force.

APPRECIATION

TO WHOM IT MAY CONCERN

MY FAMILY MOVED TO BLOOMINGTON IN 1962 FOR MY SON, FRANK TO ENTER STONEBELT.

THE MOVE HAS NEVER BEEN REGRETTED. BLOOMINGTON IS A GREAT PLACE AND SO MANY FRIENDLY, KIND, HELPFUL PEOPLE. FRANK HAS LEARNED AND GROWN FROM FRIENDS, WITH MANY PLACES AND PEOPLE AND ORGANIZATIONS.

AT AN EARLY AGE, FRANK'S GRANDMOTHER TAUGHT HIM TO CROCHET SCARFS AND HATS. HE LOVED SENDING THEM TO POOR COUNTRIES THAT WERE IN NEED.

AS THE YEARS WENT BY, MANY DOORS BEGAN TO OPEN UP AND ONE WAS SOUTH RECYCLING CENTER. ON OUR MANY TRIPS, WE MANAGED TO MEET "MARY," A VERY LOVELY, KIND LADY THAT WAS AN EMPLOYEE IN THE GIFT CENTER AND MANAGED THIS DEPARTMENT, WHERE USUABLE ITEMS CAN BE DROPPED OFF AND PICKED UP.

MARY AND FRANK WORKED WELL TOGETHER AS SHE SAVED YARN FOR FRANK AND HE WOULD RETURN WITH FINISHED HATS FOR ANYONE NEEDING A HAT. FRANK AT FIRST MADE SCARFS BUT STOPPED. I

ASKED HIM WHY. HE TOLD ME HE HAD TO COUNT ONE FOR LONG TIME AND COUNTING WAS HARD FOR HIM. HIS FRONTAL LOBE OF HIS BRAIN WAS SEVERLY DAMAGED BY CHILD HOOD VACCINATIONS AT 8 MONTHS OLD. FRANK HAS SPENT HIS 64 YR LIFE UNABLE TO READ, WRITE AND ALL THINGS THAT WE TAKE GRANTED FOR. THERE IS HOWEVER ONE GIFT HE EXCELLS IN AND THAT IS LOVE. HE GIVES THAT TO ALL, NO MATTER WHO AS HE NEVER SEES A STRANGER.

FRANK MAKES HIS HATS IN THE SUMMER AND IN THE WINTER TAKES THEM TO MANY PLACES FOR PEOPLE THAT NEED THEIR HEAD COVERED. THIS PAST WINTER, HE HAD MADE AND GAVE AWAY 300 HATS.

WE TAKE GIFTS TO "SOUTH RECYCLE" AT CHRISTMAS TIME FOR THOSE THAT CANNOT BUY STORE-BOUGHT GIFTS.

FRANK'S LIFE HAS BEEN FULL OF LOVE AND NEVER SEES A STRANGER TO HELP OR TO SAY HI TO.

I WISH THIS GIFT FOR THE WHOLE WORLD.

Frank's Mom-Dee

Joey Long

2022 Trash and Recycling Tonnage and Pulls

9/26/2022

2022 Total Recycling Tons	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals
Cardboard	70.54	55.13	72.34	73.13	68.84	76.76	68.49	75.61					560.84
Mixed Paper/Magazines	14.21	19.46	22.55	18.26	28.87	14.89	19.17	16.13					153.54
Newspaper	4.35	0.00	0.00	0.00	0.00	0.00	0.00	0.00					4.35
Books	2.70	4.73	0.34	0.00	4.39	4.39	2.70	0.00					19.24
Mixed Paper	5.47	4.66	4.05	0.00	4.05	4.05	4.25	0.00					26.53
White Paper	0.41	0.20	1.42	0.00	0.41	1.42	0.41	0.00					4.25
Magazines	2.70	1.80	3.60	0.00	2.25	1.80	1.80	0.00					13.95
Scrap/Steel - BIM	15.22	11.21	23.42	17.31	20.41	23.87	18.26	25.95					155.64
Scrap/Steel - JB	4.35	2.95	2.26	5.54	6.61	9.90	7.68	5.71					44.98
Glass	23.87	21.71	15.61	23.93	57.55	32.71	34.71	37.73					247.82
Plastic 1 - 7	23.96	21.00	28.10	27.38	24.32	31.05	26.39	23.12					205.32
Total	167.77	142.84	173.69	165.54	217.70	200.83	183.85	184.25	0.00	0.00	0.00	0.00	1436.46
2022 Recycling Pulls By Location - Republic	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Bethel Ln	10	5	7	6	6	11	4	8					57
Dillman Rd	6	4	8	6	6	13	5	9					57
Ellettsville	11	8	12	13	7	16	10	10					87
Main Recycling Center	11	12	13	14	14	17	15	15					111
Oard Rd.	6	5	5	4	6	11	5	6					48
Total	44	34	45	43	39	68	39	48	0	0	0	0	360
2022 Recycling Pulls By Location - K & S	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Bethel Ln - Glass	1	1	1	1	3	2	1	1					11
Dillman Rd - Glass	0	1	0	1	2	1	1	1					7
Ellettsville - Glass	1	1	1	1	2	1	1	1					9
Main Recycling Center - Glass	1	1	1	1	3	1	2	2					12
Trailer Loads	1	1	1	0	1	1	1	0					6
Oard Rd. - Glass	1	0	0	0	1	1	1	2					6
Total	5	5	4	4	12	7	7	7	0	0	0	0	51
2022 Recycling Tonnage By Location	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Bethel Ln	27.05	16.99	24.00	25.94	36.41	26.10	17.81	25.76					200.05
Dillman Rd	23.96	17.50	28.93	29.55	36.70	40.69	28.57	30.85					236.75
Ellettsville	37.97	29.59	39.06	44.46	35.38	46.80	38.15	38.66					310.06
Main Recycling Center	46.44	52.86	50.54	51.39	71.92	53.55	68.31	60.87					455.88
Trailer Loads	11.28	11.39	9.41	0.00	11.09	11.66	9.16	0.00					63.98
Oard Rd.	21.07	14.52	21.75	14.21	26.19	22.05	21.86	28.10					169.74
Total	167.77	142.85	173.69	165.54	217.69	200.83	183.86	184.24	0.00	0.00	0.00	0.00	1436.46

Joey Long

2022 Trash and Recycling Tonnage and Pulls

9/26/2022

2022 Trash Pulls By Location	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Bethel Ln	9	6	10	9	9	9	8	9					69
Dillman Rd	8	8	9	8	8	8	8	9					66
Ellettsville	7	7	9	8	7	9	8	8					63
Main Recycling Center	1	1	0	1	1	1	1	0					6
Oard Rd.	8	9	9	8	9	9	9	9					70
Total	33	31	37	34	34	36	34	35	0	0	0	0	274
2022 Trash Tonnage By Location	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Bethel Ln	35.41	22.34	40.85	33.30	38.85	37.04	32.68	38.91					279.38
Dillman Rd	41.17	35.40	39.83	7.76	46.19	41.07	35.78	47.37					294.57
Ellettsville	40.39	43.31	45.19	40.92	43.22	48.27	43.45	43.04					347.79
Main Recycling Center	1.85	2.15	0.00	2.26	8.46	2.47	0.61	0.00					17.80
Oard Rd.	32.12	29.40	33.06	30.18	37.71	33.39	33.40	34.84					264.10
Total	150.94	132.60	158.93	114.42	174.43	162.24	145.92	164.16	0.00	0.00	0.00	0.00	1203.64
2022 Bulky Pulls By Location	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Bethel Ln	4	1	5	4	5	2	5	2					28
Dillman Rd	2	3	4	4	4	3	5	4					29
Ellettsville	4	3	4	4	1	4	3	8					31
Oard Rd.	3	2	4	3	4	4	3	4					27
Total	13	9	17	15	14	13	16	18	0	0	0	0	115
2022 Bulky Tonnage By Location	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Bethel Ln	4.99	5.75	8.32	6.34	11.80	4.32	6.57	5.55					53.64
Dillman Rd	3.28	5.88	5.92	7.76	8.03	8.31	8.08	7.23					54.49
Ellettsville	9.45	6.92	8.73	8.63	6.55	14.86	10.35	23.64					89.13
Oard Rd.	7.15	2.26	7.42	5.52	7.67	7.20	5.95	6.22					49.39
Total	24.87	20.81	30.39	28.25	34.05	34.69	30.95	42.64	0.00	0.00	0.00	0.00	246.65

MEMORANDUM

Monroe
County Solid
Waste
Management
District

DATE: October 13, 2022
TO: MCSWMD Board of Directors
FROM: Lee Paulsen
SUBJECT: Landfill and Environmental Compliance September 2022 Board Report

Landfill September 2022:

- ◆ The NPDES Discharge Monitoring Report (DMR) and IDEM Monthly Monitoring Report (MMR) for September 2022 will be submitted prior to the October 28, 2022 deadline.
- ◆ The NPDES Discharge Monitoring Report (DMR) and IDEM Monthly Monitoring Report (MMR) for August 2022 was prepared and submitted by Lee Paulsen on 9-1-2022. There were no exceedances or violations. There was no discharge for the month of August.
- ◆ Started up the treatment plant for the anticipation of precipitation.
- ◆ The May 2022 Groundwater sampling event statistical analysis and final report was forwarded on to IDEM on 8-12-2022. We are waiting for IDEM's response to the report.
- ◆ Did routine maintenance around the landfill.
- ◆ Leachate production is available on the next page.

Environmental Compliance September 2022:

- ◆ Twenty-two (22) new Environmental Compliance Cases were reported for the month of September 2022.
 - Eighteen (18) Cases were Substantiated, Two (2) Illegal Burns, Twelve (12) are closed and Six (6) are still open and pending.
 - September 2022: 580 lbs. trash removed from the roadsides, zero (0) needles, one (7) tire removed from the side of the roads.
- ◆ There are currently fifty-three (53) open environmental compliance cases.

Total for 2022:

- 212 total cases. 9 Illegal burn; 52 cases at private properties; and 151 roadside clean-ups.
 - 7460 lbs. trash removed from the sides of the road via compliance cases.
 - Tires: Eighty-one (81) tires removed from the sides of the road; 3 tires on rims.
 - Needles: Three (3) removed from March 1, 2022 to present.

Adopt-A-Road September 2022:

- ◆ For the month of September 2022, there were Two (2) Adopt-A-Road clean-ups completed.
 - Pi Kappa Alpha Fraternity; East 11th Street, Between North Washington St. and Fee Lane
 - IU Maurer School of Law; East Cottage Grove, Between North Walnut St. and North Woodlawn
- ◆ For the month of September 2022 there were approximately Two (2) 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 September 2022 approximately 50 lbs. of trash and 30 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 2022 for the Adopt-A-Road:**
 - 36 clean-ups.
 - 2405 lbs. of trash.
 - 540 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		April '22	May '22	June '22	July '22	August '22	Sept. '22	Total
Temp (° F)	High	85	90	93	97	94	95	
	Low	26	41	51	58	55	32	
	Avg	63	66	73	78	75	65	
Total Gallons Generated	Hauled Dillman	0	0	0	0	0	0	0
	Hauled Ellettsville	119,200	0	50,000	10,000	14,200	0	193,400
	Treated	466,266	667,086	142,507	0	0	206,813	1,482,672
	Total	585,466	667,086	192,507	10,000	14,200	206,813	1,676,072
Precipitation (in)		4.71	5.77	2.48	2.64	1.42	3.31	20.33
Hauling Cost Dillman		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Hauling Cost Ellettsville		\$6,618	\$0	\$2,650	\$530	\$753	\$753	\$11,304
Disposal Cost Dillman		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Cost		\$6,618	\$0	\$2,650	\$530	\$753	\$753	\$11,304
Gallons Per Acre Per Day (GPAD):				161.30				

**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		April '21	May '21	June '21	July '21	August '21	Sept. '21	Total
Temp (° F)	High	84	90	95	93	97	93	
	Low	15	29	47	49	50	37	
	Avg	52	59	72	73	74	67	
Total Gallons Generated	Hauled Dillman	0	0	0	0	0	0	0
	Hauled Ellettsville	51,000	10,000	713,400	35,000	0	76,800	886,200
	Treated	597,935	401,398	131,091	1,070,106	129,378	28,990	2,358,898
	Total	648,935	411,398	844,491	1,105,106	129,378	105,790	3,245,098
Precipitation (in)		3.69	4.10	12.75	8.85	2.97	6.31	38.67
Hauling Cost Dillman		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Hauling Cost Ellettsville		\$2,184	\$428	\$30,366	\$1,498	\$0	\$3,500	\$37,976
Disposal Cost Dillman		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Cost		\$2,184	\$428	\$30,366	\$1,498	\$0	\$3,500	\$37,976
Gallons Per Acre Per Day (GPAD):				312.31				

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
April '22	466,266	0	119,200	585,466	\$6,618	\$25,058	\$11,074	\$7,366
May '22	667,086	0	0	667,086	\$0	\$28,551	\$15,843	\$12,708
June '22	142,507	0	50,000	192,507	\$2,650	\$8,239	\$3,385	\$2,205
July '22	0	0	10,000	10,000	\$530	\$428	\$0	-\$102
August '22	0	0	14,200	14,200	\$753	\$608	\$0	-\$145
Sept. '22	206,813	0	0	206,813	\$753	\$8,852	\$4,912	\$3,187
Total	1,482,672	0	193,400	1,676,072	\$11,304	\$71,736	\$35,213	\$25,218

* Leachate hauling and disposal costs are based on the following rates: as of March 1, 2022

Hauling and Disposal = \$223.00 per 4,200 gallon load

Hauling and Disposal = \$265.00 per 5,000 gallon load

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