

AGENDA
BOARD OF DIRECTOR'S MEETING
of the
MONROE COUNTY SOLID WASTE MANAGEMENT DISTRICT

Meeting Connection VIA ZOOM

<https://monroecounty-in.zoom.us/j/83148285094?pwd=VExtMEcrcDdPcm1YSzQwbmYwUzVrQT09>

Meeting ID: 831 4828 5094

Password: 299551

Thursday April 8, 2021 4:00 pm

CALL TO ORDER

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ADJOURN

MINUTES

Executive Committee Meeting
of the
Monroe County Solid Waste Management District

Monday March 1, 2021 5:00 p.m.

Meeting Connection VIA ZOOM

<https://monroecounty-in.zoom.us/j/82374842293?pwd=eVgzWUElVnQxZFloeklszczkxZGMxZz09>

Meeting ID: 823 7484 2293

Password: 022752

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

Members Absent: None

Staff Present: Tom McGlasson Jr., Executive Director

CAC Present: Joe Wynia, Chairperson; Ryan Conway

Legal Counsel Present: None

Public Present: Dawn Craft (German American Bank)

Munson called the meeting order at 5:02 p.m.

Landfill Trust Fund / German American Bank

McGlasson introduced Dawn Craft with German American Bank, stating she is a Portfolio Manager who works with the landfill trust fund account, and referenced materials in the meeting packet she has provided.

Craft reviewed the portfolio reports provided in the meeting packet, how German American manages investment portfolios and develops investment strategies, stock market trends, the impact of the pandemic, the District Investment Policy, and the portfolio performance.

Piedmont-Smith asked if the new investments would make the percentage of investments in the two (2) to five (5) year maturity window greater than the allowed twenty-five percent (25%). Craft stated that her current calculation showing the portfolio having twenty-five percent (25%) in that maturity range includes those new investments.

Piedmont-Smith asked about the different rates of return for the investments, and why it wasn't all invested with the highest return rate. Craft stated that they believe in staggering maturity dates in case there is a need for cash flow, and the length of time for maturity will impact the yield.

Discussion ensued concerning the difference between stocks and bonds, maturity dates and yields, liquidating assets before maturity, and the portfolio ratio of cash to investments.

Munson asked how quickly funds can be provided to the District if there is a need for a large amount of cash. Craft stated that treasury and agency bonds can be sold and settled in one (1) day, the CDs and municipal bonds would take about three (3) days.

McGlasson asked if the District needed to liquidate fifty percent (50%) of the bond investments right now, what gain or loss would the District realize. Craft stated that if all the bonds were liquidated today the District would see a net gain of \$5,000, some of the bonds would have a loss and some would have a gain, but this would be the net bottom line, as this is a very conservative portfolio.

Discussion ensued concerning the appropriate amount of cash to have in the portfolio.

Munson asked how German American calculates the fees assessed to the account. Craft stated that the fees are point five percent (0.5%) of the market value of the account. Discussion ensued concerning the fees being reported on the District statements.

Craft reviewed the selected period performance report included in the meeting packet and noted that the account has done pretty well considering its conservative portfolio.

Craft discussed inflation, interest rates, and the performance of stocks versus bonds.

Craft exited at 5:53 p.m.

Committee members asked McGlasson to provide information on related historical landfill expenses at the next executive committee meeting.

Approval of Executive Committee Meeting Minutes – February 1, 2021

McGlasson stated that Githens had provided one (1) correction to the minutes. Munson requested a grammatical correction. Piedmont-Smith motioned to approve the minutes as revised; Githens seconded. Roll call vote was unanimous, motion passed.

Review of Board of Directors Meeting Minutes – February 11, 2021

McGlasson stated that Githens had provided revisions. Piedmont-Smith motioned to forward the revised minutes to the Board; Githens seconded. Roll call vote was unanimous, motioned passed.

MCSWMD Controller Position

McGlasson referenced his memo in the meeting packet, noting the current Controller Connie Hudson applied for, was offered, and has accepted the Office Manager position, but that she has agreed to continue as Controller until the position is filled. He continued that the Controller reports to the Board, so the Board will have to fill the Controller position, as well as adopt any desired changes to the job description.

Discussion ensued concerning the Controller job description, revisions suggested by staff, and revisions suggested by the committee.

McGlasson stated that the current salary ordinance provides a fixed maximum annual amount for the Controller and Office Manager positions and he feels that with these positions now being less than forty (40) hours per week the salary ordinance should be revised to show the hourly rate. Consensus was reached among committee members to bring this salary ordinance revision to the Board.

Consensus was reached among committee members to bring the revised Controller job description to the Board.

McGlasson advised that the Board will also need to provide direction on how it wishes to proceed with reviewing candidates and conducting interviews. Discussion ensued regarding the process for vetting and interviewing candidates.

Munson asked how the hourly rate compares to comparable jobs at the County and City. McGlasson said he did not know, but could investigate that and provide information at the Board meeting.

2020 MCSWMD Staff Training

McGlasson referenced the memo provided in the packet, noting that due to constraints caused by the pandemic on gathering sizes, the District was not able to conduct as many trainings in 2020 as it has historically done. Munson asked about providing online training to employees. McGlasson stated that historically the District has conducted trainings in person, but that he has been in discussion regarding some online options for safety training with the District's workers compensation insurance carrier.

Piedmont-Smith asked if the District has ever considered providing implicit bias training. McGlasson stated this has not been offered to employees. Consensus among committee members to investigate providing this to employees.

Cash Reserves

McGlasson stated he has discussed cash reserve policies with other City and County officials, and it does not appear that either entity has a formal cash reserves policy.

Munson exited at 6:34 p.m.

McGlasson continued that the City's Fiscal Task Force provided a memo recommending four (4) months of cash reserves and the County follows SBOA guidelines. Both entities keep their funds in interest-bearing bank accounts. The District uses Chase bank and it does have interest-bearing savings accounts that the District could open and move money into.

Consensus among committee members to open an interest bearing savings account and move up to \$1,000,000.00 into it.

Discussion ensued on how to calculate cash reserves and establishing a recommended reserve amount.

Piedmont-Smith asked if the District has information provided in the newcomer packets provided to new residents. McGlasson stated we did at one time but not currently. Discussion ensued concerning methods to provide District information to new residents.

Solid Waste Management Plan Update

McGlasson updated the committee on the CAC sub-committees meeting schedules. Githens stated that she is pleased with the energy and effort the CAC is putting into this project. Piedmont-Smith concurred.

All Other Items Deemed Appropriate for Executive Committee Discussion

None.

Meeting adjourned at 6:53 p.m.

Signed – Executive Committee Member
Minutes of March 1, 2021

MINUTES

Monroe County Solid Waste Management District

Board of Directors

Thursday, March 11, 2021

4:00 p.m.

Meeting connection VIA ZOOM

<https://monroecounty-in.zoom.us/j/83148285094?pwd=VExtMEcrcDdPcm1YSzQwbmYwUzVrQT09>

Meeting ID: 831 4828 5094

Password: 299551

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

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

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

Members Absent: Julie Thomas, Director; Lee Jones, Director; Dan Swafford, Director

Staff Present: Tom McGlasson Jr., Executive Director; Connie Hudson, Controller; Scott Morgan, Operations Director; Lee Paulsen, Landfill Director;

Staff Absent: None

Legal Counsel Present: Lee Baker

CAC Present: Joe Wynia, Chairperson; Ryan Conway, member

Munson called the meeting to order at 4:03 p.m.

Executive Committee Meeting Minutes – February 1, 2021

For information only

Board of Directors Meeting Minutes – February 11, 2021

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

Controller's Report

a. Cash Flows

Hudson presented updated cash balances.

b. Payroll and Claims

Hudson presented pre-approved claims in the amount of \$91,190.70, and claims for approval today in the amount of \$51,476.66, for a total of \$142,667.36.

Piedmont-Smith asked staff to provide an overview of leachate hauling expenses at next month's meeting. Paulsen stated he would do so. McGlasson referred Board members to the leachate generation report on the last page of the meeting packet. Paulsen stated he could provide a report showing the past three (3) years data.

Wynia arrived at 4:09 p.m.

Hamilton stated that City is offering a wellness benefit of \$100.00 to employees who get the COVID vaccine shot and encouraged the District to consider a similar benefit. Munson thanked Hamilton and suggested this be discussed at the next Executive Committee meeting.

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

MCSWMD Controller Position

McGlasson referred to the provided memo in the meeting packet and explained the current Controller Connie Hudson applied for, and was offered and accepted, the Office Manager position, with the caveat that she will continue as Controller until that position is filled. He advised that since the Controller reports to the Board, the Board will have to approve the revised job description included in the packet, and also determine the manner, and to what extent, the Board wishes to be involved in the process of vetting and interviewing candidates, and then ultimately hire the selected candidate.

Munson stated that the Executive Committee has reviewed the documents related to the Controller position in the meeting packet.

Piedmont-Smith requested a grammatical correction to the job description.

Hamilton motioned to approve the Controller job description as revised; Piedmont-Smith seconded. Roll call vote was unanimous, motioned passed.

Munson asked when the position will be advertised. McGlasson stated that as long as the Board has approved the job description and the Board does not object to the proposed job posting, staff will begin advertising the position tomorrow.

McGlasson advised the Board that District precedent with position openings is to advertise internally before publically, and recommended that due to the experience and qualifications required for the Controller position, the District advertise both internally and publically simultaneously, with the caveat that internal candidates will be vetted before external candidates.

Munson asked if it would be possible for the District to post the position on the county government website. Baker stated he did not see an issue with that.

Munson asked Hamilton if it could be posted on the City website as well. Hamilton instructed McGlasson to contact the Human Resources Director about that.

Munson suggested having a committee to handle interviews with at least two (2) Board members, or the Executive Committee, and asked Board members for their comments.

Hamilton stated he is comfortable if the Executive Committee wants to take this on, but would understand if they felt it was too much to do. Munson asked the Executive Committee members for thoughts.

Conway entered at 4:23 p.m.

Piedmont-Smith stated she would be interested but doesn't have a lot of bandwidth due to the burdens of her job. Githens stated it's probably been a decade since she was involved in a hiring process and may be a little rusty.

Githens asked what the timeframe was for receiving applications. McGlasson stated his initial instinct is to advertise that the position will remain open until filled, and vet candidates as they come in, with a ten (10) to fourteen (14) day window before we start interviewing, but that he wouldn't want to close it until a candidate accepts the position.

Piedmont-Smith stated she could participate if we won't be reviewing applications until the beginning of April.

Munson stated she is happy to work with the Executive Committee on this.

Resolution 2021-04 To Amend Resolution 2021-02 To Amend Resolution 2020-12 Ordinance for Fixing Salaries for Calendar Year 2021

Piedmont-Smith read from the resolution, and motioned to approve; Githens seconded. McGlasson explained that this revisions changes the maximum fixed amount for the Office Manager and Controller positions from an annual amount to the hourly rate. Staff felt this was more practical due to the reduction in hours for those positions, should the situation arise where those hours were exceeded during any given week, noting that the Controller could exceed thirty (30) hours per week during budget preparation.

Roll call vote was unanimous, motioned passed.

Solid Waste Management Plan Update

McGlasson stated that, as indicated last meeting, this has been left on the agenda as a discussion item as an opportunity to provide updates, ask questions, and make comments. He referenced the memo in the packet, that it includes a summary of the discussion of the agenda item at the last Board meeting, and noted that the CAC will be providing a report as the next agenda item and that the CAC has probably done more work on this at this point than staff.

Piedmont-Smith asked if there was an update from the Capstone class. McGlasson stated that he was provided a first draft of the survey the class is developing and that he thought it was a good draft, he has provided feedback asking for some additional questions to gain additional information, and noted that the class is also working with Green Camino/Fable Farms and is working to balance the needs of both entities.

Munson asked how the survey will be conducted. McGlasson stated that IU has the ability to do these surveys electronically through a web service, and we are still figuring out how we will get people connected to the survey link. The District website and Facebook page are logical avenues, and hopefully Green Camino/Fable Farms can put the link on their website as well. Discussion ensued concerning possible ways to promote the survey.

CAC Report

Munson referenced the two (2) upcoming CAC sub-committee meetings and her desire to try and attend. Hamilton stated he appreciates the inclusion of City staff and that he sees opportunity to explore mutual goals and interests, and looks forward to continued collaboration.

Wynia stated that since the report in the packet was submitted a second meeting of the source reduction sub-committee has occurred. He advised the Board that the CAC Dropbox folder has notes and files for each sub-committee meeting and asked McGlasson if Board members had the link to folder. McGlasson stated he had not yet shared that with the Board but will do so tonight or tomorrow morning.

Wynia used the Zoom share screen feature to show the Board the sub-committees folder, its contents, and reviewed some of the meeting notes and schedules documents available in the folder.

Munson asked if CAC could have recommendations concerning the solid waste management plan update available for the Executive Committee meeting on May 3rd. Piedmont-Smith stated they could be reviewed in June. Wynia stated the initial objective was to have the draft finalized for the May 20th CAC meeting, and noted that the working draft will be available in the CAC Dropbox folder and accessible at any point during its progression. He continued that the CAC could try to have something compiled before the Executive Committee meeting but noted that the last of the sub-committee meetings are scheduled in the preceding two (2) weeks.

Munson stated that June would be more likely. Wynia stated that would allow time to have a full first draft in presentable form.

Wynia asked about scheduling the joint Board and CAC meeting suggested at the last Board meeting. McGlasson stated that the suggested time frame for that meeting was April or May. Discussion ensued concerning scheduling the meeting.

Hamilton exited at 4:47 p.m.

Consensus to try and schedule the joint meeting for the end of April. McGlasson stated he would send out a Doodle poll related to scheduling this meeting.

Munson asked about providing an outline for the plan. McGlasson suggested that staff and the CAC work together on this, Wynia concurred.

Wynia asked as a follow up to the previous Board meeting if there had been any response from the Town of Ellettsville regarding collaboration on the plan. McGlasson stated he has sent an email but not yet received a response.

Department Reports

McGlasson reported that the next session of the virtual green business series is scheduled for March 24th at noon and the topic is Reimagine, Reframe, and Redefine Businesses and provide registration information. He also reminded the Board and the public that the District is again selling rain barrels and compost bins in recognition of Earth Day and provided ordering and delivery information.

Morgan referenced the staff changes noted in his report and advised that the gravel lots at the rural sites will have maintenance done in April.

Piedmont-Smith asked about an HHW grant referenced in Morgan's report. Morgan stated that was a grant that Dearborn County received from the HHW Task Force and they made a report to the Task Force at its meeting.

Munson asked Morgan if he had had a chance to compare the 2020 trash and recycling tonnages and pulls with previous years. Morgan stated he had not but will prepare a report for the Board at their April meeting.

Paulsen reported that the November groundwater report is completed and has been submitted to the state, noting that nothing was out of line with previous sampling events. He continued that staff is overwhelmed with roadside cleanups and illegal dumping complaints since the snow has melted and asked for the public patience while they work to get those addressed.

Munson asked if there was a need for more clean-up teams. Paulsen stated that he wasn't sure, noting that some of this is seasonal and we usually see an uptick this time of year, but this year there does seem to be more, but it's also been a weird year with the pandemic. He continued that they are encouraging Adopt-A-Road groups to get out with the better weather, and engaging other community organizations to encourage community clean ups.

Public Comment

None

Comments from Directors

Githens applauded the CAC for their work and efforts on the solid waste management plan update.

Piedmont-Smit concurred, stating that we value our long term members and that she is impressed by how energized the membership is with the new members on board.

Munson stated that the County, the City of Bloomington, and the Town of Ellettsville all have boards and commissions on which many members of the public serve and they don't get the recognition they deserve and she hopes this will change. The more we can tap into the expertise of and knowledge of our citizens the better we are in all aspects of local government.

The meeting adjourned at 5:03 p.m.

Signed – Board Member

Minutes of March 11, 2021

MONROE COUNTY
SOLID WASTE
MANAGEMENT
DISTRICT

DATE: April 8th, 2021
TO: MCSWMD Board of Directors
FROM: Connie Hudson, Controller
SUBJECT: Cash Flow Summary

	Beginning Balance January, 2021	Revenue YTD as of March 31st, 2021	Expense YTD as of March 31st, 2021	Balance YTD as of March 31st, 2021
Operating	2,669,247.03	165,207.77	538,478.43	2,295,976.37
Closure Bond Debt	7,741.16			7,741.16
Capital	45,413.60			45,413.60
Landfill/Post Closure	763,826.33	1,342.82	3,623.12	761,546.03

MONROE COUNTY SOLID WASTE
MANAGEMENT DISTRICT

Date: April 8th, 2021
To: MCSWMD Board of Directors
From: Connie Hudson, Controller
Subject: Operating

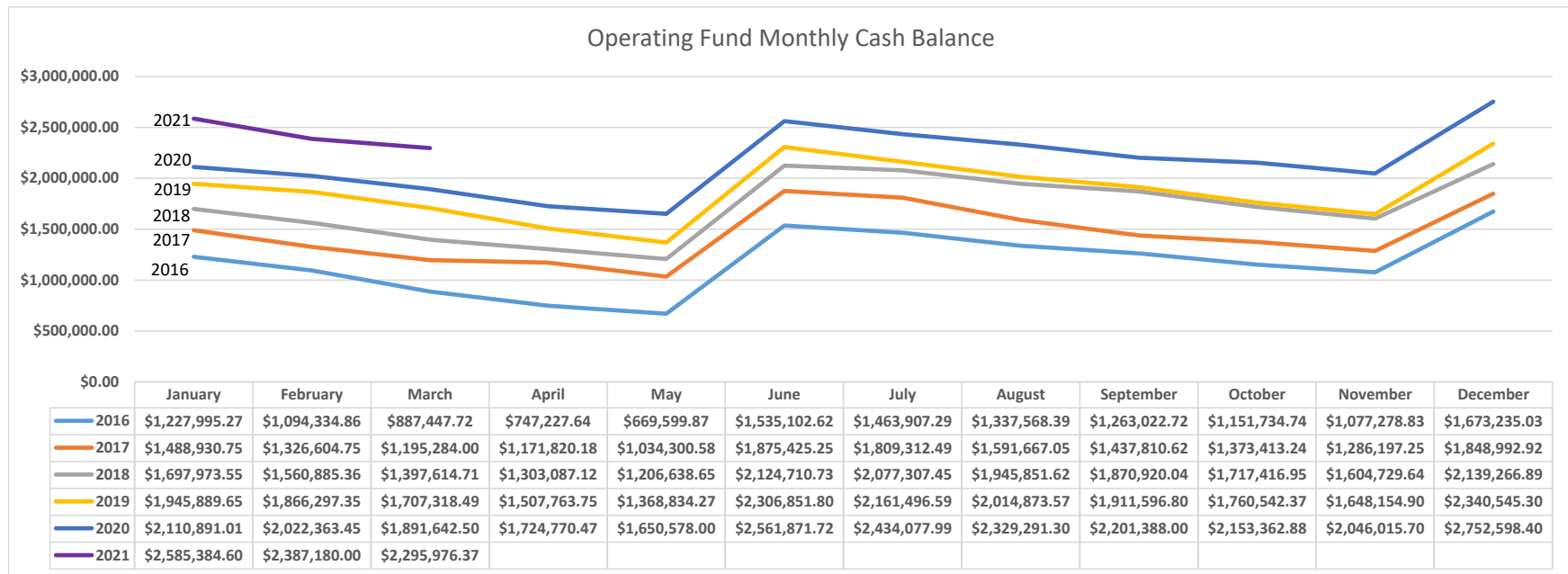
Begin Balance: 2,669,247.03

	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	YTD	2021 Budget	2020 Encumbered/ Not Spent	YTD Actual Less Budget	Percent Remaining
REVENUE																	
TAX Levy													0.00	1,910,851.00		-1,910,851.00	100.00%
Excise Tax													0.00	125,000.00		-125,000.00	100.00%
CVET													0.00	7,500.00		-7,500.00	100.00%
Glass Recycling	881.74	1,373.94	1,352.66										3,608.34	15,000.00		-11,391.66	75.94%
Metal Recycling	4,732.21	4,173.94	3,851.71										12,757.86	40,000.00		-27,242.14	68.11%
Sale of Oil													0.00				
Battery Recycling	411.32												411.32	2,500.00		-2,088.68	83.55%
Freon	700.00	300.00	700.00										1,700.00	5,000.00		-3,300.00	66.00%
Green Business	3,650.00	5,000.00	1,150.00										9,800.00	25,000.00		-15,200.00	60.80%
Toter's													0.00				
Orange Bags	31,611.25	14,558.75	18,905.00										65,075.00	300,000.00		-234,925.00	78.31%
CESQG	501.21	44.00	957.39										1,502.60	9,500.00		-7,997.40	84.18%
Paint	445.00	25.00	295.00										765.00				
Rental	1,950.00		393.08										2,343.08	8,000.00		-5,656.92	70.71%
Refund/Misc	4,130.78												4,130.78				
Host Fee	19,884.28	18,571.71	17,437.80										55,893.79	250,000.00		-194,106.21	77.64%
E-Waste	2,380.00	2,140.00	2,700.00										7,220.00	30,000.00		-22,780.00	75.93%
Donation													0.00				
Insurance Reimbursement																	
TOTAL REVENUE	71,277.79	46,187.34	47,742.64	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	165,207.77	2,728,351.00		-2,563,143.23	0.93944776

EXPENSE	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	YTD	2021 Budget	2020 Encumbered/ Not Spent	YTD Actual Less Budget	Percent Remaining
Personnel Services																	
Salaries and Wages	54,554.64	54,922.15	54,302.50										163,779.29	801,392.00		-637,612.71	79.56%
Employee Benefits	3,889.08	3,902.03	4,577.42										12,368.53	70,615.00		-58,246.47	82.48%
District Insurance	20,744.44	20,435.59	20,395.91										61,575.94	350,000.00		-288,424.06	82.41%
Longevity	1,200.00	944.00	400.00										2,544.00	16,920.00		-14,376.00	84.96%
Wellness Clinic-Activate		3,827.25											3,827.25	16,800.00		-12,972.75	77.22%
Retirement	5,841.66	5,834.42	5,973.34										17,649.42	81,913.00		-64,263.58	78.45%
sub-total	86,229.82	89,865.44	85,649.17	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	261,744.43	1,337,640.00		-1,075,895.57	80.43%
Supplies																	
Office Supplies	34.06	69.07	230.00										333.13	6,075.00		-5,741.87	94.52%
Operating Supplies	688.33	2,646.20	2,180.05										5,514.58	54,250.00		-48,735.42	89.83%
Repair and Maintenance	1,887.97	1,756.61	608.11										4,252.69	12,500.00		-8,247.31	65.98%
Other Supplies	5,286.25		2,140.49										7,426.74	78,300.00		-70,873.26	90.52%
sub-total	7,896.61	4,471.88	5,158.65	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	17,527.14	151,125.00		-133,597.86	88.40%
Other Services & Charges																	
Professional Services	26,575.82	6,914.00	7,074.10										40,563.92	182,200.00	25,068.52	-141,636.08	77.74%
Communication & Transportation	2,516.69	992.56	1,778.70										5,287.95	20,100.00		-14,812.05	73.69%
Printing and Advertising	974.97	1,219.23	583.75										2,777.95	17,250.00		-14,472.05	83.90%
Insurance													0.00	138,500.00		-138,500.00	100.00%
Utility Services	4,305.59	4,111.22	4,103.28										12,520.09	47,450.00		-34,929.91	73.61%
Repair & Maintenance	4,610.84	4,959.98	5,969.86										15,540.68	87,700.00	1,887.97	-72,159.32	82.28%
Rentals	5,143.43	9,135.40	5,144.00										19,422.83	74,000.00		-54,577.17	73.75%
Other Services & Charges	14,279.69	119,722.26	23,484.78										157,486.73	660,875.00		-503,388.27	76.17%
sub-total	58,407.03	147,054.65	48,138.47	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	253,600.15	1,228,075.00	26,956.49	-974,474.85	79.35%
Capital Outlay																	
Land																	
Improvements O.T. Buildings													0.00	10,000.00		-10,000.00	100.00%
Machinery and Equipment																	
Building Improvements																	
Computer Equipment																	
Vehicle Purchases/Lease																	
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	10,000.00		-10,000.00	100.00%
Payroll Fringe / Liability																	
	2,368.39	2,328.61											4,697.00				
	909.66	0.05											909.71				
													5,606.71				
Total Expenses	152,533.46	241,391.97	138,946.29	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	538,478.43	2,726,840.00	26,956.49		

Ending Balance 2,295,976.37

MONROE COUNTY SOLID WASTE MANAGEMENT DISTRICT





MEMORANDUM

TO: MCSWMD Board of Directors
DATE: April 1, 2021
FROM: Tom McGlasson Jr.
SUBJECT: Operating Fund Cash Reserves

The Executive Committee has continued to discuss proper management of the District's cash reserves. Over the course of these discussions it has been determined that until staff is provided formal guidance and/or a policy is adopted by the Board, it would be prudent to move a substantial portion of the District's cash holdings from the checking account in which they are currently held, into an interest-bearing savings account.

After reviewing the past three (3) years monthly expenditures, and considering the current checking account balance and projected expenditures until the next anticipated property tax disbursement, it was determined that \$1,000,000.00 was an appropriate amount to transfer into an interest-bearing checking account.

As such, a savings account has been established with Chase Bank, and this amount transferred from the operating fund checking account. Beginning with the May Board of Directors meeting, staff will begin including an additional cash flow statement for this savings account.

MONROE
COUNTY SOLID
WASTE
MANAGEMENT
DISTRICT

Date: April 8th, 2021
To: MCSWMD Board of Directors
From: Connie Hudson, Controller
Subject: Closure Bond Debt

Begin Balance 161,376.16

	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	YTD	2021 Budget	YTD Actual Less Budget	Percent Reaminin
REVENUE																
Debt Service Tax													0.00	285,570.00	285,570.00	100.00%
Excise Tax													0.00	19,650.00	19,650.00	100.00%
Cvet													0.00	1,100.00	1,100.00	100.00%
Transfer IN																
Total Revenue	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	306,320.00	306,320.00	100.00%

EXPENSE																
Principal	135,000.00												135,000.00	270,000.00	405,000.00	150.00%
Interest	18,635.00												18,635.00	35,920.00	54,555.00	151.88%
Agency Fee													0.00	400.00	400.00	100.00%
Transfer Out																
Total Expenses	153,635.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		153,635.00	306,320.00	152,685.00	49.84%

End Balance 7,741.16

MONROE
COUNTY SOLID
WASTE
MANAGEMENT
DISTRICT

Date: April 8th, 2021
To: MCSWMD Board of Directors
From: Connie Hudson, Controller
Subject: Capital

Begin Balance 45,413.60

	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	YTD	Budget Less YTD	Percent Remaining
REVENUE															
Transfer IN															
Total Revenue	0	0	0	0	0	0	0	0	0	0	0	0	0		

EXPENSE															
Improvements															
Total Expenses	0	0	0	0	0	0	0	0	0	0	0	0	0		

End Balance 45,413.60

MONROE
COUNTY SOLID
WASTE
MANAGEMENT
DISTRICT

Date: March 11th, 2021
To: MCSWMD Board of Directors
From: Connie Hudson, Controller
Subject: Landfill/Post Closure

Begin Balance: 763,826.33

	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	YTD
REVENUE													
Interest	1,078.31	264.51											1,342.82
Dividend													
Gain on Investment													
Transfer													
Total Revenue													1,342.82

EXPENSE

	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	YTD
Bank Fee's	318.26	318.32											636.58
Loss on Investment	295.06	2,378.09											2,673.15
Market Value Adjustment	313.39												313.39
Transfer													
Total Expenses													3,623.12

End Balance 761,546.03



MEMORANDUM

TO: MCSWMD Board of Directors
DATE: April 1, 2021
FROM: Tom McGlasson Jr.
SUBJECT: Landfill Trust Fund

At the 3/1/21 Executive Committee meeting, Dawn Craft, with German American Bank met with the committee to review the landfill trust fund portfolio and the strategies employed by German American to manage this portfolio. One of the questions raised concerned the amount of cash holdings in the portfolio and the lower return on such investments compared to the non-cash investments, and whether the District would be better served to reduce the amount of cash holdings in the portfolio.

Staff reviewed the landfill expenses over the past five (5) years, focusing on costs associated with unexpected events and determined that such events over that time frame had not resulted in expenditures that exceeded budget appropriations. Furthermore, in that time frame, the only time funds from the trust fund were utilized was for a planned project to install three (3) additional groundwater monitoring wells required by IDEM.

It was also determined that any such event resulting in costs that would justify using the trust fund would not require immediate payment. And, that with IDEM as a co-trustee on the fund, the District would not be able gain access to necessary funding immediately, as IDEM would have to approve any withdrawal from the trust fund.


Ms. Craft also advised the committee that non-cash investments could be liquidated and the funds available within one (1) to three (3) days

Therefore, the Executive Committee determined that the cash holdings of the portfolio could be reduced to as little as \$50,000.00 without negatively impacting the District, while also providing better return opportunities. German American Bank has been advised of the decision and authorized to adjust the portfolio investments accordingly.

Date: April 8th, 2021
 To: MCSWMD Board of Directors
 From: Connie Hudson, Controller
 Subject: Summary of Payroll and Claims

Payroll & Accounts Payable Claims:	03/17/21	Payroll	
		Payroll Claims	
		Longevity	
		Accounts Payable Claims	16,566.51
		Debt (Bond)	
Approved by Board Chair or Designee	03/18/21		16,566.51
Payroll & Accounts Payable Claims:	03/24/21	Payroll	18,141.73
		Payroll Claims	11,317.63
		Longevity	305.02
		Accounts Payable Claims	35,105.23
	03/25/21	Debt (Bond)	
Approved by Board Chair or Designee			64,869.61
Payroll & Accounts Payable Claims:	03/31/21	Payroll	
		Payroll Claims	
		Longevity	
		Accounts Payable Claims	3,659.09
		Debt (Bond)	
Approved by Board Chair or Designee			3,659.09
		Total Pre-approved :	85,095.21

We have examined the claims summarized above and approved.


 Tom McGlasson Jr, Executive Director


 Connie Hudson, Controller

MONROE
COUNTY SOLID
WASTE
MANAGEMENT
DISTRICT

Date: March 17th, 2021
To: MCSWMD Board of Directors
From: Connie Hudson, Controller
Re: Approval of Payroll & Claims

Payroll & Accounts Payable Claims:

3/17/2021

Payroll:

Direct Deposit:

Check

Payroll Claims:

Longevity

Accounts Payable Claims: 16,566.51

Capital Improvement

Debt (Bond)

16,566.51

We have examined the claims summarized above and approved.


Tom McGlasson Jr, Executive Director


Connie Hudson, Controller

Accounts Payable Claims Docket

CLAIM DOCKET

Claim	Name	Description	Net Amount
1	AT & T	Mthly: Bethel site phone	185.63
		Mthly: Oard site phone (Feb & March)	317.22
2	AT & T---Courthouse	Mthly: HHW & Landfill phone alarm system	52.62
3	Canon	Mthly: Copier/printer rental	379.00
4	Chase Card Services	Dept's: Landfill: internet & logmein svr, field fence, oil for blowers - RRC: gloves, simple green, DEF for vehicles & SWANA training: Comm Outreach: subscription CANVA, sports bottle advertisement	1,943.69
5	City of Bloomington Utilities	Mthly: Utilities for Admin, RRC & HHW (Feb)	225.07
6	C & S, Inc.	Mthly: Dept's fuel	728.66
		Mthly: Fuel credit	-12.02
7	Effectv	Mthly: TV advertisement (Feb)	433.19
		Mthly: Permium digits advertisement (Feb)	173.00
		Mthly: Credit on advertisement	-22.44
8	Lighting Resources LLC	Qtrly: Pick-up/cisposal of light bulbs, batteries	6,884.21
9	N Anderson Excavating & Lawn Care	Landfill: snow plowing, graded road to leachate pond, moved dirt and seeded	3,995.00
10	MedAssure Heartland	Mixed disposal: syringes	248.00
11	Med Express Urgent Care	Employee vaccine (HBV & TD)	55.00
12	Shoe Carnival Inc	Employee: safety boots	100.00
13	Vectren Energy	Mthly: Admin bldg	215.63
		Mthly: RRC & HHW bldg	459.31
14	USABlueBook	HHW: 2 Windsacks	205.74

Grand Total: 16,566.51

Connie Hudson

From: Tom McGlasson
Sent: Wednesday, March 17, 2021 11:09 AM
To: Cheryl Munson; Isabel Piedmont-Smith; Penny Githens (pgithens@co.monroe.in.us); Julie Thomas; hamiltj@bloomington.in.gov; Lee Jones; Dan Swafford
Cc: Connie Hudson
Subject: Claims For Approval
Attachments: Claims For Approval 3-17-21.pdf

Attached are claims in the amount of \$16,566.51 for your review and approval. Please note that for claim #4 for Chase Card Services, one of the indicated charges is for the Edgewood athletics reusable sports bottle promotion that was previous paid by check on 2/11/21. This invoice was inadvertently paid for twice, once by check and once by credit card, I have spoken with the vendor and they have posted the credit card payment and will be returning the check to us. If you have any other comments or questions please respond this email.

Thanks,
Tom

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

Connie Hudson

From: Cheryl Munson <cmunson@co.monroe.in.us>
Sent: Wednesday, March 17, 2021 4:32 PM
To: Tom McGlasson; Isabel Piedmont-Smith; Penny Githens; Julie Thomas; hamiltoj@bloomington.in.gov; Lee Jones; Dan Swafford
Cc: Connie Hudson
Subject: Re: Claims For Approval

Dear Tom and all,

Thank you, Tom, for clarifying the Chase charge and the overpayment matter. It is my understanding that we will see the water bottle payment on a claims report again, but this time as a negative in the net amount column.

If there are no unanswered questions from other Board members I will approve the claims as of Thursday noon, March 18, 2021.

Cheryl

Cheryl Munson

Monroe County Council
Member At-Large
6707 W. Rock East Road
Bloomington, IN 47403
(812) 325-3407

cmunson@co.monroe.in.us

www.cherylmunson.us

From: Tom McGlasson <tmcglass@mcswmd.org>
Sent: Wednesday, March 17, 2021 11:09 AM
To: Cheryl Munson; Isabel Piedmont-Smith; Penny Githens; Julie Thomas; hamiltoj@bloomington.in.gov; Lee Jones; Dan Swafford
Cc: Connie Hudson
Subject: Claims For Approval

Attached are claims in the amount of \$16,566.51 for your review and approval. Please note that for claim #4 for Chase Card Services, one of the indicated charges is for the Edgewood athletics reusable sports bottle promotion that was previous paid by check on 2/11/21. This invoice was inadvertently paid for twice, once by check and once by credit card, I have spoken with the vendor and they have posted the credit card payment and will be returning the check to us. If you have any other comments or questions please respond this email.

Thanks,
Tom

Tom McGlasson Jr.
Executive Director

MONROE
COUNTY SOLID
WASTE
MANAGEMENT
DISTRICT

Date: March 24th, 2021
To: MCSWMD Board of Directors
From: Connie Hudson, Controller
Re: Approval of Payroll & Claims

Payroll & Accounts Payable Claims:

3/24/2021

Payroll:

Direct Deposit:	18,141.73
Check	
Payroll Claims:	11,317.63
Longevity	304.02
Accounts Payable Claims:	35,105.23
Capital Improvement	
Debt (Bond)	
	<hr/>
	64,868.61

We have examined the claims summarized above and approved.


Tom McGlasson Jr, Executive Director


Connie Hudson, Controller

<u>Direct Deposit Amount</u>	<u>Check Amount</u>
18,141.73	
	304.02

Comment: 3/26/21 Payroll. Claims

<u>Description</u>	<u>Debits</u>
State	1,810.03
County	706.99
Retirement	2,924.17
Federal	2,113.28
Fica SS	3,049.88
Fica Medicare	713.28
Totals:	11,317.63

Accounts Payable Claims Docket

CLAIM DOCKET

Claim	Name	Description	Net Amount
1	AECOM	Landfill: Nov, 2020 groundwater analysis	1,190.25
2	B-Tech Fire & Security	Ellettsville site: security camera repair	153.75
3	Cassady Electrical Contractors, Inc	Ellettsville site: repairs due to power outage	255.00
4	Comcast Business	Mthly: Telephone svr for all Dept's	500.45
5	Duke Energy Indiana Inc	Mthly: RRC & HHW	611.43
		Mthly: Admin bldg	246.09
		Mthly: Bethel site	280.96
6	Element Materials Tech Daleville, LLC	Bi-weekly: Landfill groundwater monitoring	203.00
7	Hoosier Transfer Station	Compliance Adopt A Road	3.44
		Compliance Illegal dumping	28.38
8	Ind Department of Workforce Dev	1st Qtr unemployment (#322575)	763.90
9	Indiana State Central Collection Unit	Remit # 7939393 Case: 53C04-17CE-DC-000373	90.00
10	Indiana State Central Collection Unit	Remit # 006812207 Case: 53C07-11CE-JP-000630	132.00
11	Invesco Investment Service	Bi-weekly: Employee's IRA	29.00
12	IU Health Plans	Mthly: Employee's Health care (April, 2021)	27,434.86
13	John Hancock	Employee Loan	31.54
14	John Hancock	Employee Loan	96.47
15	John Hancock	Employee Loan	445.37
16	K & S Rolloff, Inc	Mthly: Glass hauling @ S Walnut & sites	717.44
17	Lincoln National Life Insurance	Mthly: Employee Disability	583.70
18	Petty Cash Fund	Dept's: certified mailing - IDEM & IRS & Adopt A Road laundry	70.10
19	South Central Indiana REMC	Mthly: Landfill	100.00
		Mthly: Landfill	737.00
		Mthly: Landfill	166.00
		Mthly: Landfill	158.00
20	TASC	Qtrly: Cob-a (5/1 - 7/31/21)	77.10

Grand Total:

35,105.23

Connie Hudson

From: Cheryl Munson <cmunson@co.monroe.in.us>
Sent: Thursday, March 25, 2021 1:50 PM
To: Tom McGlasson
Cc: Connie Hudson
Subject: Solid Waste Management District claims sent March 23, 2021

Dear Tom and Connie,

I approve the claims sent earlier this week. Sorry for the delay.

Cheryl

Cheryl Munson

Monroe County Council
Member At-Large
6707 W. Rock East Road
Bloomington, IN 47403
(812) 325-3407

cmunson@co.monroe.in.us

www.cherylmunson.us

MONROE
COUNTY SOLID
WASTE
MANAGEMENT
DISTRICT

Date: March 31st, 2021
To: MCSWMD Board of Directors
From: Connie Hudson, Controller
Re: Approval of Payroll & Claims

Payroll & Accounts Payable Claims:

3/31/2021

Payroll:

Direct Deposit:
Check
Payroll Claims:

Longevity

Accounts Payable Claims: 3,659.09

Capital Improvement

Debt (Bond)

3,659.09

We have examined the claims summarized above and approved.


Tom McGlasson Jr, Executive Director


Connie Hudson, Controller

Accounts Payable Claims Docket

CLAIM DOCKET

Claim	Name	Description	Net Amount
1	Aflac	Employee's Aflac March 2021	46.44
2	Breeden Cleaning Service	Mthly: Admin & RRC cleaning	600.00
3	Duke Energy	Mthly: Ellettsville site	170.65
4	Heritage-Crystal Clean	Oil pick-up @ Oard site	90.00
		Oil pick-up @ Dillman site	90.00
		Oil pick-up @ Ellettsville site	90.00
		Oil pick-up @ Bethel site	90.00
		Oil pick-up @ S Walnut	90.00
5	Kleindorfer Hardware	Dept's expense-March: Wire, pipe wrench, washers, pic-sticks, mop heads, oil, concrete	302.02
6	LegalSheild	Mthly: ID theft for employee's	70.75
7	PC Max	Controller: 2 new back-up drives	230.00
8	Steve's Welding	Sites: welding/repair to open top box floor prime & paint	1,789.23

Grand Total: 3,659.09

Connie Hudson

From: Cheryl Munson <cmunson@co.monroe.in.us>
Sent: Wednesday, March 31, 2021 10:34 AM
To: Connie Hudson
Cc: piedmoni@bloomington.in.gov; Penny Githens; Lee Jones; Julie Thomas; danswafford@ellettsville.in.us; hamiltoj@bloomington.in.gov; karone@bloomington.in.gov; Tom McGlasson
Subject: Re: 3/31/21 Claims

Connie and Tom,

What an easy-to-review short list of claims! No questions from me.

If there are no unanswered questions from other Board members I will approve the claims as of Thursday noon, April 1, 2021.

Cheryl

Cheryl Munson

Monroe County Council
Member At-Large
6707 W. Rock East Road
Bloomington, IN 47403
(812) 325-3407

cmunson@co.monroe.in.us

www.cherylmunson.us

From: Connie Hudson <chudson@mcswmd.org>
Sent: Wednesday, March 31, 2021 7:53 AM
To: Cheryl Munson
Cc: piedmoni@bloomington.in.gov; Penny Githens; Lee Jones; Julie Thomas; danswafford@ellettsville.in.us; hamiltoj@bloomington.in.gov; karone@bloomington.in.gov; Tom McGlasson
Subject: 3/31/21 Claims

Good morning, attached are claims in the amount of 3,659.09 for review and approval, please let us know if you have any questions.

Thanks

Connie Hudson
Controller for MSCWMD
chudson@mcswmd.org
812 – 349-2951

Monroe County Indiana Solid Waste Management District



Where Green Living Begins
812.349.2020 gogreendistrict.com

3400 SOUTH WALNUT STREET • BLOOMINGTON, IN 47401



MEMORANDUM

TO: MCSWMD Executive Committee
DATE: April 1, 2021
FROM: Tom McGlasson Jr.
SUBJECT: Resolution 2021-05 COVID-19 Vaccination Employee Benefit

At the last Board meeting, Mayor Hamilton advised the Board that the City of Bloomington was providing a benefit to its employees of \$100 as an incentive to encourage them to get one of the available vaccines for COVID-19, and suggested that the District consider doing the same.

Resolution 2021-05 is presented for your consideration to provide the same benefit to encourage District employees to get one of the available vaccines.

Resolution 2021 – 05

Monroe County Solid Waste Management District COVID-19 Vaccination Employee Benefit

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, recognizes the impact of the COVID-19 pandemic on its employees and the community at-large; and

WHEREAS, safe and effective vaccines are now available to help protect against COVID-19; and

WHEREAS, effective March 31, 2021, the State of Indiana provides that all Indiana residents sixteen (16) years of age and older are eligible to receive the vaccine; and

WHEREAS, the District recognizes the benefits of its employees being vaccinated against COVID-19; and

WHEREAS, the District wishes to provide an incentive to its employees to encourage them to receive the vaccine.

NOW, THEREFORE, the District Board of Directors hereby resolves to provide a \$100.00 financial benefit, subject to applicable taxes, to all District employees who become fully vaccinated against COVID-19 and provide the following documentation to the Executive Director before October 1, 2021:

- A completed “COVID-19 Vaccination Report Card” from an approved vaccination site recognized by the Indiana State Department of Health.

OR

- A vaccination certificate issued by the Indiana State Department of Health Indiana Vaccination Portal.

Resolution 2021 – 05

Monroe County Solid Waste Management District
COVID-19 Vaccination Employee Benefit

So voted on this 8th day of April, 2021 by the Board of Directors of the Monroe County Solid Waste Management District.

AYE

NAY

Cheryl Munson, Chairperson

Cheryl Munson, Chairperson

Isabel Piedmont-Smith, Vice-Chairperson

Isabel Piedmont-Smith, Vice-Chairperson

Penny Githens, Secretary

Penny Githens, Secretary

Julie Thomas, Director

Julie Thomas, Director

John Hamilton, Director

John Hamilton, Director

Lee Jones, Director

Lee Jones, Director

Dan Swafford, Director

Dan Swafford, Director

Attest: _____
Tom McGlasson Jr., Executive Director



Monroe County Indiana Solid Waste Management District

Where Green Living Begins

812.349.2020 gogreendistrict.com

3400 SOUTH WALNUT STREET • BLOOMINGTON, IN 47401



MEMORANDUM

TO: MCSWMD Executive Committee
DATE: April 1, 2021
FROM: Tom McGlasson Jr.
SUBJECT: Solid Waste Management Plan Update

The CAC sub-committees are continuing to meet and make progress toward developing formal recommendations for the Board.

The Capstone class is also continuing to move forward. I met with the class on 4/1/21, along with Andrea Koenigsberger from EarthKeepers/Green Camino, and we reviewed and worked on revisions to the survey the class is producing. Additionally, we discussed strategies to make residents aware of the survey and encourage people to complete it; ideas included providing links to the survey via social media and websites, incorporating into current District advertising, email campaigns, and have a QR code that could be posted throughout the community.

I have also received a preliminary report on the demographic study, the class has done a good job estimating population growth and corresponding waste generate estimates. I have asked them to provide more detail on the specific demographics of the current population (i.e. age, race, education, household status, income, etc.)

The requested joint meeting with the Citizens Advisory Committee has been scheduled for Thursday April 28, 2021 at 4:00pm. This will be a virtual meeting via Zoom, meeting information is below:

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

Meeting ID: 896 5825 0052

Password: 256716

Dial by your location

+1 312 626 6799 US (Chicago)

Meeting ID: 896 5825 0052

CAC Monthly Activity Report

Mar – Apr 2021

03/15 Waste Diversion Subcommittee Meeting

- Particularly productive meeting where initial goals and objectives began taking shape
- Discussed areas of focus for education content: reuse, motivations for composting, composting best practices (including food waste pyramid) & proper recycling practices (including detailed accepted materials & common misconceptions)
- Agreed on district playing 'coordinating' role in long term goals of food waste routing, & usable material storage/routing
- Conway recommended referencing Bloomington Climate Action Plan for goal values.
- Wilder expresses desire to have a 'Reduction' section appear prominently in either Waste Diversion or Source Reduction, rather than dividing it between the two.

03/18 Monthly Meeting

- Provided updates from previous board & subcommittee meetings
- Created scheduling poll to arrange Adopt-A-Road cleanup. Set for Saturday, April 17 @ 9:00 am - 12:00 pm
- Manley notes IU SPEA class (Human Behavior and Energy Consumption) performing a survey on a Reusable Take-Out Container Program. CAC express interest learning more. Manley follows up and class provides survey & project description to CAC.

03/22 Education Subcommittee Meeting

- Discussion on the role of Social Media influencers and how to disseminate information
- Follow-up from Ms Pokral on
 - costs associated with certain media & QR code services
 - Bloomington Board of Realtor's 'Welcome Wagon' program for new resident leaflet distribution is defunct with no replacement
- Ms Pokral asks what the 'Essential Info' is that should be absolutely included in Edu.
- Mr McGlasson notes that current district leaflet supply is low, and would like to wait to reprint until 5-year goals can be incorporated. Digital copies should suffice for interim.
- Wynia expresses interest in revising District branding to move away from 'going green' language and using 'responsibility' based language.
- Also suggests possibility of enlisting IU media school assistance for visual design

03/29 Final Disposal Facilities Subcommittee Meeting

- Recommendation to "Explore recreational and educational opportunities options for the closed landfill."
- Consideration for exploring the feasibility for allowing local composting companies to lease space at the landfill for their operations
- Note that the Monroe Co. Landfill has had no major incidents or compliance failures since its closure.
- Detailed meeting notes provided in CAC/Subcommittees/Final Disposal Facilities DropBox folder.



MEMORANDUM

TO: MCSWMD Board of Directors
DATE: April 1, 2021
FROM: Tom McGlasson Jr.
SUBJECT: April Administration Department Board Report

General Updates

- District operating schedules:
 - The Rural Recycling Centers operating schedule effective January 1, 2021 is Monday, Wednesday, Friday, & Saturday 7:00am to 6:00pm.
 - The South Walnut Recycling Center and Household Hazardous Waste facility operating schedule is Tuesday Through Saturday 7:30am to 5:30pm.
 - Materials For The Arts is open by appointment only.
 - All other reuse programs remain closed at this time.
 - The Administration Building remains closed to the public and is open by appointment only.
 - All District locations continue to require a mask for entry and the practicing of social distancing, and the recycling centers have vehicle limits in place to help promote this.
- The Executive Committee has vetted applicants for the Controller position and has scheduled interviews with four (4) candidates.

Legislative Update

- **HB 1325** urges the legislative council to assign an interim study committee with the task of studying the recycling operations of solid waste management districts and how to promote the economic viability of those recycling operations. This bill was not acted upon by the committee on Rules and Legislative Procedures.
- **SB 1** provides COVID-19 liability protections to businesses and nursing homes. This bill was signed by the governor on 2/18/21.
- **HB 1437 & SB 369** both address electronic participation at meetings of the governing body of a political subdivision. On 3/30/21, the Senate returned HB 1437 to the House with amendments. On 3/31/20, the House Government and Regulatory Reform Committee recommended that SB 369, as amended, be passed.
- **SB 332** allows a political subdivision, when required to publish notice two (2) or more times, to publish the first notice in a newspaper and any subsequent notices on its official

website. On 3/30/21, the House passed an amended version of this bill.

Media Summary for March

- Social Media Outreach
 - Social media posts included: Earth Day rain barrel & compost bin promotion; Earth Hour; World Water Day; Green Business Virtual Series (# 5 & #6); District Recycling (video); Composting & Climate Change; Water Conservation (video)
- Effectv Summary
 - Television advertising: Food Waste Recovery; Electronics Recycling; Orange Bag Trash; Green Business; LEDs; Recycling practice; Electronics; Batteries; LEDs; Trash Burning
 - Weather Crawl: Food Waste Collection; District Services
 - Premium Digital advertising: Recycling Right; Community Food Waste Recovery
 - Premium Digital is a platform for our infomercials to be viewed through Comcast On-Demand services and internet streaming on any device.
- Radio Summary (WHCC):
 - Recycling Right; Orange Bag Trash; Food Waste Recovery; Adopt-A-Road; Electronic Waste; HHW; Reusable Bags; Earth Day

Education and Outreach Summary for March

- The fifth session of the The Green Business Virtual ZOOM series, developed in partnership with the City of Bloomington's Economic and Sustainable Development Department, was presented on 3/24/21. This session was titled "Conserve Water and Reduce Utility Bills" with presentations by the City of Bloomington Utilities.
 - The sixth session is scheduled for 4/21/21 at 12:00pm covering Landscaping Business Grounds with Native Plants. Interested parties can register by emailing: sustain@bloomington.in.gov
- The Earth Day promotion selling discounted home compost bins and rain barrels is ongoing. This year the City of Bloomington Department of Economic and Sustainable Development has also partnered with us to assist with the sale and distribution of the items. Ordering deadline was 4/5/21.
 - Distribution dates are 4/17/21 and 4/24/21 at the location selected when ordering.

MEMORANDUM

Monroe
County Solid
Waste
Management
District

DATE: 4/1//2021
TO: MCSWMD Board of Directors
FROM: Scott A. Morgan
SUBJECT: Recycling & Reuse, Hazardous Materials, Rural Recycling Centers Board Report for the month of April 2021.

Recycling & Reuse (04)

	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>
Recycling	2452	2658	2523	2829	2759
Trash	2074	2119	1840	1988	2759
Bulky	359	358	289	300	732

Hazardous Materials (05)

- Scott participated in the Indiana HHW Task Force monthly meeting via Zoom. We had 23 members and had fantastic presentation from Curie Environmental Services. We use them for our smoke detector disposal.
- We received a total of 124 paid Video Display Devices (VDDs) and 11 illegally dumped VDDs in March.

Rural Recycling Centers (06)

- The gravel situation at the sites will be addressed in April. It doesn't make any sense to add more gravel now in case we have to have the sites plowed again.

[illegible]

2021 Trash and Recycling Tonnage and Pulls

2021 Trash Pulls By Location	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Bethel Ln	8	8											16
Dillman Rd	8	8											16
Ellettsville	8	8											16
Main Recycling Center	1	0											1
Oard Rd.	8	8											16
Total	33	32	0	0	0	0	0	0	0	0	0	0	65
2021 Trash Tonnage By Location	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Bethel Ln	37.26	29.27											66.53
Dillman Rd	39.42	32.77											72.19
Ellettsville	41.82	36.18											78.00
Main Recycling Center	1.78	0.00											1.78
Oard Rd.	30.42	27.32											57.74
Total	150.70	125.54	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	276.24
2021 Bulky Pulls By Location	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Bethel Ln	3	5											8
Dillman Rd	4	3											7
Ellettsville	9	6											15
Oard Rd.	3	4											7
Total	19	18	0	0	0	0	0	0	0	0	0	0	37
2021 Bulky Tonnage By Location	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Bethel Ln	2.17	3.79											5.96
Dillman Rd	4.13	3.80											7.93
Ellettsville	7.81	11.06											18.87
Oard Rd.	4.47	3.11											7.58
Total	18.58	21.76	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	40.34

MEMORANDUM

Monroe
County Solid
Waste
Management
District

DATE: April 8, 2021
TO: MCSWMD Board of Directors
FROM: Lee Paulsen
SUBJECT: Landfill and Environmental Compliance March 2021 Board Report

Landfill March 2021:

- ◆ The NPDES Discharge Monitoring Report (DMR) and IDEM Monthly Monitoring Report (MMR) for March 2021 will be submitted prior to the April 28, 2021 deadline.
- ◆ The NPDES Discharge Monitoring Report (DMR) and IDEM Monthly Monitoring Report (MMR) for February 2021 was prepared and submitted by Lee Paulsen on 3-9-2021. There were no exceedances or violations.
- ◆ Methane monitoring was conducted on March 4, 2021, the results were submitted to IDEM via certified mail. All the samples were within acceptable limits.
- ◆ The pump from the leachate pond to the PACT B-20 tank failed on March 20. It was replaced on March 22. The PACT B-20 tank was reseeded on March 23.
- ◆ Anderson Excavating regraded and fixed chuck holes in the roadway from Anderson road to the leachate collection pond, repaired, filled in, regraded and seeded a low spot on the Old Hill that was collecting water, helped fix the big gate into the landfill, and fixed an erosion spot on a terrace on the east side of the New Hill.
- ◆ Leachate production data is on the next page.

Environmental Compliance March 2021:

- ◆ Forty-Two (42) new Environmental Compliance Cases were reported for the month of March 2021.
 - Thirty-Nine (39) Case were Substantiated, Two (2) were Unsubstantiated, and One (1) was referred to HAND. Thirty-Four (34) are closed and Eight (8) are still open and pending.

Adopt-A-Road March 2021:

- ◆ For the month of March 2021, there were Thirteen (13) Adopt-A-Road clean-up that completed.
 - We had Eight (8) Community Clean-ups for the month of March 2021. The road sections were Old St. Rd 37 South from Fairfax Rd to 37/69; Smithville Rd from 37/69 to Ketchem Runaround; Whisnand Rd, and Elwren Rd
 - Scouts, BSA Troop 148; Fairfax Road South; Between Strain Ridge Road and Carowinds Court

- In Memory of Bruce Cassal: Country Club Road; Between Walnut St. to Rockport Rd.
- Sigma Lambda Upsilon/Senoritas Latinas Unidas Sorority, Inc.; Woodlawn Avenue; Between 7th and 12th Street
- Pi Kappa Alpha Fraternity; East 11th Street; Between North Washington St. and Fee Lane
- Lambda Upsilon Lamba; 10th Street; Between Union St. and Walnut St.
- Bloomington Bicycle Club; Old SR 37 South; Between SR 37 and Ketchum Rd.
- ◆ For the month of March, 2021 there were approximately Thirteen (13) 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 March, 2021 approximately 1250 lbs. of trash and 195 lbs. of recyclables removed from the sides of roads.
 - Weights are estimated based on an average bag weight due to the City of Bloomington collecting a substantial number of the clean-ups for which we cannot get actual weight.
- ◆ YTD 2021 for the Adopt-A-Road
 - 5 clean-ups.
 - 2025 lbs. of trash.
 - 240 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		Oct. '20	Nov. '20	Dec. '20	Jan. '21	Feb. '21	March '21	Total
Temp (° F)	High	86	80	66	51	61	79	
	Low	24	24	10	10	-7	16	
	Avg	52	48	35	32	27	46	
Total Gallons Generated	Hauled Dillman	0	0	0	0	0	0	0
	Hauled Ellettsville	0	0	96,000	177,600	296,400	473,600	1,043,600
	Treated	60,408	157,609	466,653	547,948	512,101	542,637	2,287,356
	Total	60,408	157,609	562,653	725,548	808,501	1,016,237	3,330,956
Precipitation (in)		4.88	4.24	2.00	2.55	2.85	4.41	20.93
Hauling Cost Dillman		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Hauling Cost Ellettsville		\$0	\$0	\$4,560	\$8,436	\$12,686	\$20,278	\$45,960
Disposal Cost Dillman		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Cost		\$0	\$0	\$4,560	\$8,436	\$12,686	\$20,278	\$45,960
Gallons Per Acre Per Day (GPAD):				320.57				

**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		Oct. '19	Nov. '19	Dec. '19	Jan. '20	Feb. '20	March '20	Total
Temp (° F)	High	93	63	66	63	72	77	
	Low	29	2	12	11	4	20	
	Avg	56	36	39	36	34	48	
Total Gallons Generated	Hauled Dillman	0	0	0	0	0	0	0
	Hauled Ellettsville	0	188,000	515,400	467,000	239,400	408,800	1,818,600
	Treated	0	0	216,178	521,755	458,344	702,431	1,898,708
	Total	0	188,000	731,578	988,755	697,744	1,111,231	3,717,308
Precipitation (in)		1.30	4.76	4.30	6.50	3.12	6.63	26.61
Hauling Cost Dillman		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Hauling Cost Ellettsville		\$0	\$8,930	\$24,482	\$22,183	\$10,246	\$17,500	\$83,341
Disposal Cost Dillman		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Cost		\$0	\$8,930	\$24,482	\$22,183	\$10,246	\$17,500	\$83,341
Gallons Per Acre Per Day (GPAD):				357.75				

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
Oct. '20	60,408	0	0	60,408	\$0	\$2,585	\$1,435	\$1,151
Nov. '20	157,609	0	0	157,609	\$0	\$6,746	\$3,743	\$3,002
Dec. '20	466,653	0	96,000	562,653	\$4,560	\$24,082	\$11,083	\$8,439
Jan. '21	547,948	0	177,600	725,548	\$8,436	\$31,053	\$13,014	\$9,604
Feb. '21	512,101	0	296,400	808,501	\$12,686	\$34,604	\$12,162	\$9,756
March '21	542,637	0	473,600	1,016,237	\$20,278	\$43,495	\$12,888	\$10,329
Total	2,287,356	0	1,043,600	3,330,956	\$45,960	\$142,565	\$54,325	\$42,280

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

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

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

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

Year	Month	Rainfall	Leachate Generated			Monthly Cost for Hauled	Cost w/o Treatment
			Treated	Hauled	Total		
2018	January	2.75	350,965	200,000	550,965	\$10,300.00	\$28,374.70
	February	5.42	554,218	352,000	906,218	\$18,128.00	\$46,670.23
	March	5.28	432,180	368,000	800,180	\$18,952.00	\$41,209.27
	April	4.04	803,233	172,000	975,233	\$8,858.00	\$50,224.50
	May	3.47	385,819	0	385,819	\$0.00	\$19,869.68
	June	5.34	0	0	0	\$0.00	\$0.00
	July	4.51	0	0	0	\$0.00	\$0.00
	August	4.65	79,477	0	79,477	\$0.00	\$4,093.07
	September	7.60	321,186	232,000	553,186	\$11,948.00	\$28,489.08
	October	3.07	152,592	0	152,592	\$0.00	\$7,858.49
	November	3.72	339,827	136,000	475,827	\$7,004.00	\$24,505.09
	December	5.45	385,257	600,000	985,257	\$30,900.00	\$50,740.74
	TOTALS	55.30	3,804,754	2,060,000	5,864,754	\$106,090.00	\$302,034.83
2019	January	5.42	398,312	392,000	790,312	\$20,188.00	\$40,701.07
	February	7.64	297,778	536,000	833,778	\$18,300.00	\$35,685.70
	March	4.54	346,478	543,000	889,478	\$22,442.00	\$38,069.66
	April	7.05	714,557	487,000	1,201,557	\$20,876.00	\$51,426.64
	May	4.33	734,184	82,600	816,784	\$3,686.00	\$34,958.36
	June	9.58	790,347	81,800	872,147	\$3,652.00	\$37,327.89
	July	5.06	364,651	234,200	598,851	\$10,024.00	\$25,630.82
	August	4.45	0	328,200	328,200	\$14,046.96	\$14,052.00
	September	1.30	0	0	0	\$0.00	\$0.00
	October	4.76	0	0	0	\$0.00	\$0.00
	November	4.30	0	188,000	188,000	\$8,050.00	\$8,046.40
	December	3.22	216,178	515,400	731,578	\$22,218.00	\$31,311.54
	TOTALS	61.65	3,862,485	3,388,200	7,250,685	\$143,482.96	\$317,210.07

**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.

Year	Month	Rainfall	Leachate Generated			Monthly Cost for Hauled	Cost w/o Treatment
			Treated	Hauled	Total		
2020	January	6.50	521,755	467,000	988,755	\$19,996.00	\$42,318.71
	February	3.12	458,344	239,400	697,744	\$10,248.00	\$29,863.44
	March	6.63	702,431	408,800	1,111,231	\$17,500.00	\$47,560.69
	April	3.01	641,239	25,000	666,239	\$1,070.00	\$28,515.03
	May	6.52	533,198	0	533,198	\$0.00	\$22,820.87
	June	3.32	423,466	0	423,466	\$0.00	\$18,124.34
	July	8.60	64,609	108,600	173,209	\$4,800.00	\$7,413.35
	August	3.85	797,811	112,800	910,611	\$4,827.84	\$38,974.15
	September	0.21	0	0	0	\$4,830.00	\$0.00
	October	4.88	60,408	0	60,408	\$0.00	\$2,585.46
	November	4.24	157,609	0	157,609	\$180.00	\$6,745.67
	December	2.00	466,653	96,000	562,653	\$4,260.00	\$24,081.55
	TOTALS	52.88	4,827,523	1,457,600	6,285,123	\$67,711.84	\$269,003.26
2021	January	2.55	547,948	177,600	725,548	\$7,602.00	\$31,053.45
	February	2.85	512,101	296,400	808,501	\$12,690.00	\$34,603.84
	March	4.41	542,637	473,600	1,016,237	\$20,270.08	\$43,494.94
	April	0.00	0	0	0	\$0.00	\$0.00
	May	0.00	0	0	0	\$0.00	\$0.00
	June	0.00	0	0	0	\$0.00	\$0.00
	July	0.00	0	0	0	\$0.00	\$0.00
	August	0.00	0	0	0	\$0.00	\$0.00
	September	0.00	0	0	0	\$0.00	\$0.00
	October	0.00	0	0	0	\$0.00	\$0.00
	November	0.00	0	0	0	\$0.00	\$0.00
	December	0.00	0	0	0	\$0.00	\$0.00
	TOTALS	9.81	1,602,686	947,600	2,550,286	\$40,562.08	\$109,152.24

** Approximate cost for 4000 gallons to treat, which is the size of the tank load discharge, is approximately \$95. Which approximatley breaks down to \$.02375 per gallon to treat the leachate. It breaks down to \$.0428 per gallon to haul the leachate.