

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=VExtMEcrcDdPcm1YSzQwbmYwUzVrQT09>

Meeting ID: 831 4828 5094

Password: 299551

Thursday January 12, 2023 4:00 pm

CALL TO ORDER

| | Page |
|--|------|
| 1. Board of Directors Attendance Roll Call** | N/A |
| 2. Election of Officers** | N/A |
| 3. Establish 2022 Meeting Schedule for the Board of Directors** | N/A |
| 4. Executive Committee Meeting Minutes – October 31, 2022..... | 3 |
| 5. Executive Committee Meeting Minutes – November 16, 2022..... | 7 |
| 6. Approval of Board of Directors Meeting Minutes – November 10, 2022** | 10 |
| 7. Controller's Report | |
| a. Cash Flows..... | 18 |
| b. Payroll and Claims** | 19 |
| 8. Resolution 2023-01 To Amend Resolution 2022-13 Ordinance for Fixing Salaries for Calendar Year 2023** | 55 |
| 9. Resolution 2023-02 A Resolution to Replace and Resolution 90-1 To Establish a Citizens Advisory Committee for the Monroe County Solid Waste Management District** | 59 |
| 10. Annual Re-Appointments to the Citizens Advisory Committee for 2023..... | 64 |
| a. Review of Membership Status of Nelson Shaffer..... | 65 |
| b. Re-Appointment of CAC Membership for 2023** | 66 |
| 11. Request for Appointment to the CAC – William Goins** | 67 |

12. District Rebranding Consultant Proposals**68

13. Discussion of MOU for Cost Share with CBU for Resource Recovery Feasibility
 Proposal.....133

14. CAC Report.....143

15. Department Reports.....145

16. Public Comment.....N/A

17. Comments from Directors.....N/A

ADJOURN

MINUTES

Executive Committee Meeting

of the

Monroe County Solid Waste Management District

Monday October 31, 2022 5:00 p.m.

Monroe County Council / HR Conference Room, Monroe County Courthouse
Bloomington, Indiana

Meeting Connection VIA ZOOM

<https://monroecounty-in.zoom.us/j/87683800326?pwd=Zm1SeUNMT3pob2FENUJRa0FCQm5Pd09>

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

Virtually: Penny Githens, Secretary

Members Absent: None

Staff Present

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

Virtually: None

CAC Present

In Person: Joseph Wynia, Chairperson

Virtually: None

Legal Counsel Present

In Person: None

Virtually: Lee Baker

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

Approval of Executive Committee Meeting Minutes – October 3, 2022

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

Review of Board of Directors Meeting Minutes – October 13, 2022

Piedmont-Smith motioned to forward the minutes as revised to the full Board for approval; Githens seconded. Roll call vote was two (2) ayes (Piedmont-Smith, Githens) and One (1) abstention (Munson); unanimous; motion passed.

Report From Controller

DeWar stated that there is no financial report as end of month reconciliations are not done.

New Positions Proposed in the District's 2023 Operating Budget

a. Waste Reduction Specialist Position

McGlasson referred to the packet and noted that there is both a clean and red-lined version of the Waste Reduction Specialist position, with revisions made based on comments at the October Board meeting and October CAC meeting.

Piedmont-Smith asked McGlasson if he had discussed this position with Commissioner Thomas. McGlasson stated he has not, he has emailed her requesting to schedule a meeting.

Discussion ensued concerning the revisions to the job description, comments from Board members at the October Board meeting, and additional spelling and grammatical corrections.

Consensus among committee members to forward the job description as revised to the full Board.

b. Compliance, HHW, and Landfill Support Staff Position

McGlasson stated that no changes were made to this job description since it was presented to the Board at the October meeting.

Wynia noted that the position title is not consistent throughout the document, and that the word "laborer" needs to be replaced with "support staff" in a few places.

Munson asked when staff anticipates advertising for these positions. McGlasson stated that staff has discussed this and not decided if we want to advertise during the holiday season or what until after the first of the year.

Piedmont-Smith stated she feels we should advertise sooner rather than later since it might take a while to fill the position. Munson agreed. McGlasson stated that we can move forward with the process and just let potential candidates know that the start date will be after the first of the year.

Piedmont-Smith asked who the interview team will be. McGlasson stated that he believed that filling the support staff position could be handled by staff, but did want to offer the Board an opportunity to be involved in filling the Waste Reduction Specialist position.

Piedmont-Smith stated there should be a Board member involved, Munson agreed.

Githens stated that this would be the right time to advertise the positions for December graduates. Discussion ensued regarding advertising strategies for the positions.

Piedmont-Smith stated she is willing to be on the interview committee.

Resolution 2022-13 Ordinance for Fixing Salaries For Calendar Year 2023

McGlasson stated the salary ordinance is based on the eight and one half percent (8.5%) wage increase approved during the budget process. He noted that the 2023 budget has been adopted by the Monroe County Council.

Piedmont-Smith motioned to forward Resolution 2022-13 to the full Board for approval; Githens seconded. Roll call vote was unanimous; motion passed.

Resolution 2022-14 To Establish the 2023 District Holiday Schedule

Piedmont-Smith motioned to forward Resolution 2022-14 to the full Board for approval; Githens seconded.

Piedmont-Smith asked why there is one (1) more holiday for 2023 than in 2022. McGlasson stated the Indigenous People's Day holiday was added for 2023 due to many local government entities observing it in 2022 while the District did not. He noted that observed holidays are at the Board's discretion and the Board may add or subtract holidays as they see fit.

Munson asked how this schedule matches up with the City and County's proposed schedules. McGlasson stated he has not seen those.

Githens asked why there's nothing for New Year's Eve and New Year's Day. McGlasson answered that holidays that fall on Sunday are not always observed.

McGlasson stated that Baker emailed him the County's proposed 2023 Holiday Schedule and it shows thirteen (13) observed holidays and two (2) floating holidays. Piedmont-Smith asked if October 9th is a holiday for the County. McGlasson stated it is not.

McGlasson reviewed the differing work schedules of the District's facilities and staff and how floating holidays are calculated. He referred to page twenty-four (24) of the packet and the table showing the calculations of paid holiday hours based on schedules and added floating holidays.

Discussion ensued concerning the proposed observed holidays, how the granted paid holiday hours for the recycling centers compare to administrations paid holiday hours, how facility and staffing schedules affect the number of holidays granted to employees, and how to apply floating holidays to make paid holiday hours equitable.

Consensus among committee members to eliminate the Indigenous People's Day holiday and recalculate the granted floating holidays so that paid holiday hours relative to admin is consistent with the 2022 Holiday Schedule.

District Re-Branding Discussion

McGlasson stated that staff and the CAC have resumed discussing this issue and have created some possible draft logos. McGlasson has also spoken with a few marketing consultants and feels that we are at a point where we can request proposals and estimates to identify a consultant to help the District navigate this process.

Wynia stated that the draft logos and discussion notes are available in the Rebranding Subcommittee Dropbox folder.

Piedmont-Smith asked about the process for the District to change its name. McGlasson stated that a few districts have done this previously and he has spoken with some of them about their experience. The actual name change is as simple as the Board passing a resolution, then staff would have to work with the Treasury Department, IRS, Secretary of State, vendors, banks and other entities to implement the name change. Baker concurred that a name change can be done via resolution of the Board.

Committee members and McGlasson discussed potential consultants, requesting proposals and cost estimates, what tasks the consultant would be expected to complete, and the potential time frame to move the project forward.

Committee members agreed that the Board agenda should contain an item for discussion of District rebranding.

CAC Membership (Wynia)

Wynia stated that the CAC is having difficulty maintaining a quorum at meetings due to absenteeism. He presented CAC meeting attendance records for 2021 and 2022, noting that two (2) members have excessive absences.

Wynia stated that Mason Greenburg has attended only one (1) out of eight (8) meetings in 2022. He contacted him about this prior to the September CAC meeting and Greenburg expressed a desire to resign from the CAC. Wynia provided him with the information on how to submit his resignation, but to date, he has not submitted that. He tried to contact him again prior to the October CAC meeting, but got no response. At the October CAC meeting a motion was made to recommend his removal from the CAC.

Wynia presented and reviewed the meeting attendance expectations and the process for recommending removal of a member outlined in the CAC Bylaws.

Wynia stated that a second, slightly different, motion was made at the October CAC meeting concerning member Nelson Shaffer. He contacted Shaffer in April about meeting attendance, but he has attended less than fifty percent (50%) of the meetings this year, and attended less than fifty (50%) of the meetings in 2021. The motion made with respect to Shaffer was not a recommendation for removal, but rather a request that the Board consider his attendance record and continued membership.

Munson asked if Shaffer has been contacted about this again after being contacted in April. Wynia stated he did contact him prior to the October meeting and Shaffer indicated he would attend the meeting, but he did not.

Piedmont-Smith asked to clarify that a quorum for the CAC is based on the number of appointed members and does not include vacancies. Wynia and McGlasson confirmed.

Munson stated that John Arnold also seems to have a lot of absences, but noted that his attendance for the year is over fifty percent (50%). Wynia stated that Arnold had some family situations earlier in the year, but that he provided notice to the CAC Chair of the need to miss those meetings.

Wynia stated that at the March meeting as the CAC prepared to transition from virtual only meetings to hybrid meetings, an attendance planning method was proposed to help ensure that an in-person quorum would be present at hybrid meetings. At the first hybrid meeting in May, the CAC failed to meet the in-person quorum requirement due to too many virtual attendees. At the June meeting, the CAC adopted the proposed attendance planning method.

Wynia reviewed the adopted attendance planning method, instructions provided to members, the options available and how members input their planned attendance for meetings, and the lack of participation by some members.

Discussion ensued regarding the CAC meeting attendance records, attendance expectations outlined in the CAC Bylaws, and the differing circumstances that resulted in there being different motions for Greenburg and Shaffer.

Piedmont-Smith noted that Shaffer has been on the CAC for a number of years. Munson stated she has an existing professional relationship with him and will reach out to him concerning meeting attendance.

Consensus among committee members to have a Board meeting agenda item for CAC membership, and that the two (2) CAC motions presented by Wynia be addressed individually by the Board.

All Other Items Deemed Appropriate for Executive Committee Discussion

None

Meeting adjourned at 6:36 p.m.

Signed – Executive Committee Member
Minutes of October 31, 2022

MINUTES

Executive Committee Meeting

of the

Monroe County Solid Waste Management District

Wednesday November 16, 2022 1:00 p.m.

Monroe County Council / HR Conference Room, Monroe County Courthouse
Bloomington, Indiana

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: None

Legal Counsel Present: Lee Baker; Angela Parker

Munson called the meeting order at 1:04 p.m.

Discussion of Republic Services Contracts and Host Fee Agreement with Pending Rumpke Facility

McGlasson reviewed the renewal and termination terms of the Recycling and Transportation (RT) agreement with Republic Services, noting the initial term expires on May 1, 2023. He advised that with a second facility planned to open in the spring, the District will need to decide how it wants to manage this agreement. He continued that the District also has a Solid Waste Disposal (SWD) agreement in place with Republic Services which contains the host fee the District receives for Monroe County-generated waste. This agreement requires the District to negotiate the same host fee with any permitted solid waste facility that commences operations in Monroe County.

Piedmont-Smith asked what the current host fee amount is. McGlasson stated it is \$2.75 per ton, and provides about \$250,000.00 in annual revenue. He stated that based on previous years' revenues and tonnage estimates provided by Rumpke for their proposed facility, the 2023 budget has \$300,000.00 budgeted for host fee revenue.

Baker asked if the automatic renewal term of the RT agreement has a defined length. McGlasson stated it is for one (1) year.

McGlasson stated that the RT agreement does include a clause that limits Republic Service's ability to increase the hauling costs. He is confident that with current fuel prices, if this service was put out for bid now the hauling costs would increase substantially. He continued that the agreement also calls for the District to pay a per ton fee for recyclables, but it's harder to predict what would happen to this fee if were put out for bid, due to the volatility of the recycling market.

Discussion ensued concerning the recyclable materials included in the RT agreement, that glass is specifically excluded, options for recyclable materials the new facility might present, and the Brightmark plastics recycling facility in Ashley, IN.

Githens asked if Rumpke opening a facility would allow Republic Services to cease paying the host fee. McGlasson stated that the agreement expires in October 2024, but that a host fee agreement would need to be in place with the new facility or Republic Services could terminate the agreement. Parker stated the agreement does have renewal options if both parties agree.

Parker reviewed the provision in the SWD agreement that contains the host fee and the clause triggered by another facility opening.

Discussion ensued regarding Rumpke's willingness to enter into a host fee agreement, Republic Services' willingness to renew the SWD agreement in 2024, and the District's options should neither facility be willing to pay a host fee to the District.

Piedmont-Smith stated that the immediate issue is whether or not to renew the RT agreement with Republic. McGlasson concurred, noting that a one hundred and twenty (120) day notice is required to not have the agreement automatically renew.

Piedmont-Smith stated the main argument in favor of renewing the agreement is the transportation cost increase is limited to two percent (2%) per year. Conversely, we could potentially save money on recyclables by putting these services out for bid. Munson agreed.

Munson stated that glass is not included in the RT agreement and so a separate agreement could be signed with Rumpke just for glass.

McGlasson stated that when Rumpke was presenting the proposed facility, they indicated that they planned to bale some source-separated recyclable materials at the facility. This material would be shipped directly to a recycler and potentially provide a cost savings for those materials that could result in rebates for the generators.

Parker stated that these contracts have historically been categorized as services, and do not have the same strict thresholds as material and supply purchases for the purposes of requiring public bids. She reviewed the terms of the RT agreement, the District's obligations under the agreement, and the conditions for termination of the agreement.

Discussion ensued concerning the conditions for termination of the RT agreement, the District's ability to seek price quotes from Rumpke, and the possibility that Republic Services could provide notice of termination.

McGlasson stated the other time sensitive issue is to engage with Rumpke to negotiate a host fee agreement to satisfy the District's obligation under the SWD agreement. He advised the committee that he and Parker have been working to draft an agreement based on the requirements in the SWD agreement to present to Rumpke. If such an agreement is not in place when the facility opens, he would expect Republic Services to provide notice to terminate the SWD agreement. Parker stated that the SWD agreement does include a "right to cure" clause.

Parker and McGlasson reviewed the clauses in the SWD agreement triggered by a second facility and that would affect a host agreement with that facility. Committee members discussed with McGlasson and Parker how this would impact negotiations with Rumpke and how a host fee agreement with Rumpke would be drafted.

Baker asked if the possibility that the District could end up without an agreement with either facility has been considered, and what the likelihood of this is. Parker agreed that this is a possibility.

Munson stated she believes we want to keep the host fee if possible. McGlasson concurred noting that this revenue stream is an annual budget line item.

Consensus was reached among attendees that neither facility is going to be willing to pay a host fee if the other is not.

Piedmont-Smith asked if Republic would be willing to renegotiate the SWD agreement. McGlasson stated that he has proposed this to Republic Services, and they declined.

Parker stated that the District's best position is that both facilities pay an equal host fee to help further its mission, by funding its programs, services, and initiatives, for the benefit of the community.

McGlasson stated that the price the District pays for the disposal of the orange bags and bulky items is stipulated in the SWD agreement.

McGlasson stated that his recollection from when the request for proposals (RFP) was previously issued for the services covered in the RT agreement, it was worded in such a way as to allow for respondents to submit proposals for only those materials they were interested in. Republic Services' proposal included a clause that if they were not awarded all the materials they submitted a proposal for, the entire proposal was void. The other proposals received combined did not provide services for all the materials collected by the District, so Republic was awarded the contract.

Parker stated that the District should really start looking at the expiration of the SWD agreement and planning for the possibility that it is not renewed. She suggested that any RFP that is issued take the expiration date of that agreement into account. Baker concurred.

Parker noted that the volatility of the recycling and fuel markets can make it difficult to enter into long term agreements, but that escalators or other clauses can be negotiated so that it works for both parties.

Munson noted that the SWD agreement provides a tonnage threshold of 100,000 tons per year and asked McGlasson if that has ever been an issue. McGlasson stated there have been a couple of years where the facility reported annual tonnage two (2) to (3) thousand tons short of that, but that the District elected to not take any action.

Discussion ensued regarding what should be included in an RFP should the Board elect to terminate the RT agreement, when an RFP should be prepared and issued, the impact on the District should Republic Services issue notice to terminate the RT agreement, and potential related discussion items for a future Board meeting.

Baker exited at 2:30 p.m.

McGlasson stated it might be better for the District to utilize multiple entities to manage the variety of recyclables it collects.

Meeting adjourned at 2:32 p.m.

Signed – Executive Committee Member
Minutes of November 16, 2022

Minutes

Monroe County Solid Waste Management District

Board of Directors

Thursday November 10, 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; Isabel Piedmont-Smith, Vice-Chairperson; Penny Githens, Secretary; Julie Thomas, Director; Dan Swafford, Director

Virtually: Lee Jones, Director

Member Absent: John Hamilton, Director

Staff Present:

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

Virtually: Lee Paulsen, Landfill/Compliance Director; Joey Long, Operations Director

Staff Absent: None

Legal Counsel Present: None

CAC Present

In Person: Joseph Wynia, Chairperson; Nelson Shaffer, Member

Virtually: Ryan Conway, Member

Munson called the meeting to order at 4:01 p.m.

Executive Committee Meeting Minutes – October 3, 2022

Provided for information.

Board of Directors Meeting Minutes – October 13, 2022

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

Controller's Report

a. Cash Flows

DeWar provided updated fund balances as of 10/31/22.

Jones entered electronically at 4:04 p.m.

Wynia entered at 4:04 p.m.

Piedmont-Smith asked what the remaining balance on the landfill closure bond is and when it will be paid off. McGlasson stated he does not have the information readily available, but will provide that to the Board when he returns to the office Monday morning.

Piedmont-Smith asked what the "Toters" revenue line is and why nothing is budgeted. McGlasson stated that there are circumstances in which a Green Business Network client would be expected to reimburse the District for the cost of providing extra collection toters or replacing lost or damaged ones.

Piedmont-Smith noted that the waste tire revenue is less than estimated and asked how the program is doing. McGlasson stated that the District is receiving tires, but not at the volume anticipated, which will result in both the revenue and expense lines related to that program being less than budgeted. Piedmont-Smith asked if the District could do more promotion of the program. McGlasson stated that is something that could be considered.

b. Payroll and Claims

DeWar presented pre-approved payroll and claims included in the meeting packet in the amount of \$160,767.84. No claims were processed this week for approval at today's meeting. Total payroll and claims for approval is \$160,767.84.

Thomas entered at 4:08 p.m.

Piedmont-Smith asked about the claim on page twenty-one (21) to Bynum Fanyo, stating that she did not understand what it is for. McGlasson stated that this was for a repair to the lift station at South Walnut that had a control panel failure.

Piedmont-Smith requested that claims docket descriptions be more precise.

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

New Positions Proposed in the District's 2023 Operating Budget

McGlasson stated the packet contains the proposed job descriptions for the proposed new positions discussed during the budgeting process. These were first provided at last month's meeting for questions, comments, and review. Some revisions were made based on last month's discussion and they are now being presented for Board approval. Legal counsel advised that this can be done via a simple motion and majority vote. He noted that the next agenda item, to establish wages for 2023, does include these two (2) positions, and if one (1) or both of these job descriptions are not approved, the Board would need to amend the salary ordinance.

a. Waste Reduction Specialist Position

Munson noted that there is a red line version of the job description in the packet indicating the changes that were made.

Thomas stated she had a good discussion with McGlasson about this position and is more comfortable with it than last time it was presented. She stated that tracking progress is one of the things that has been discussed with this position to help determine the value of the position. McGlasson stated that the job description lists attending Board meetings and providing reports as one (1) of the responsibilities.

Piedmont-Smith motioned to approve the Waste Reduction Specialist job description, Swafford seconded. Roll call vote was unanimous; motion passed.

b. Compliance, Household Hazardous Waste, and Landfill Support Staff Position

McGlasson stated that no requests or suggestions for changes were received for this job description. He noted that it has been updated to reflect the “support staff” language of the job title throughout the document.

Thomas motioned to approve the Compliance, Household Hazardous Waste, and Landfill Support Staff job description; Githens seconded. Roll call vote was unanimous; motion passed.

Resolution 2022-13 Ordinance for Fixing Salaries For the Calendar year 2023

Piedmont-Smith motioned to approve Resolution 2022-13; Thomas seconded.

McGlasson stated this is an annual resolution to establish maximum fixed salaries for all positions. The wages listed in the resolution are based on the 2023 budget which included an eight point five percent (8.5%) wage increase according to the CPI for Urban Wage Earners and Clerical Workers that the District has historically used to establish annual cost of living increases.

Roll call vote was unanimous; motion passed.

Resolution 2022-14 To Establish the 2023 District Holiday Schedule

Piedmont-Smith motioned to approve Resolution 2022-14; Swafford seconded.

Munson explained that establishing this schedule is not a simple task due to the varying schedules of the District facilities and its staff. It is a challenge to establish a balanced and equitable schedule.

McGlasson referred to page fifty-one (51) of the packet and explained how the presented table shows how the observed holidays apply to the various facility and staffing schedules, and how floating holidays are calculated in an effort to equalize the paid holiday time provided to each employee.

Roll call vote was unanimous; motion passed.

District Rebranding Discussion

McGlasson referenced the memo on page fifty-three (53) of the packet noting that it was authored by Wynia, and that Wynia has spearheaded the rebranding committee. He deferred to Wynia to expand on the information provided in the packet.

Wynia stated the memo in the packet is a representative summary of the conclusions reached by the subcommittee in terms of the direction taken and the content being pursued. He noted that the draft

logos developed were not included in the packet. McGlasson apologized and shared the logos in the Zoom feed.

Piedmont-Smith asked McGlasson to explain the process for the District to change its name. McGlasson stated that there are a handful of districts that have done this and it can be done via a resolution adopted by the board. He noted that afterward staff would have to file the name change with various government entities and make notifications to vendors and other affected parties, but the act of changing the name is accomplished with the resolution.

Wynia explained how the subcommittee developed the draft logos and proposed name changes, and the elements considered. He stated that the intent at this time is to get Board feedback on the decisions of the subcommittee and if there is agreement on the direction this is going.

McGlasson stated that the subcommittee's intent was to come up with a color scheme, possible slogans and logos that could be provided to a consultant to give them an idea of what the District is envisioning. Wynia concurred.

Munson stated she likes the language referred to in the memo to incorporate into the new brand, including "responsibility", "call to action", and "empowering".

Piedmont-Smith stated she prefers the logo "Our World. Our Responsibility" of the choices presented, noting that it is hard to draw the connection of individual actions to global impact (referring to another option presented).

McGlasson stated that these ideas are the result of brainstorming by the subcommittee and were developed to provide a consultant with an idea of what the District is envisioning. Then the consultant can take these ideas and expand on them and develop what they think would be the best course for us to promote ourselves and our brand.

Githens asked why the word "solid" was left off the proposed name change. McGlasson stated that he doesn't remember that specific discussion, but that part of it had to do with the length of the name, and another part is related to people relating "solid waste" to human waste. He explained that the current name is taken from the language in the law passed in 1991 that created solid waste management districts.

Munson asked what the next steps would be regarding identifying a consultant. McGlasson stated that he has previously spoken with some consultants to get an idea of what information they would need from the District to put a proposal and cost estimate together. So the next step would be to provide the consultants with the information we have and ask that they put a proposal and cost estimate together for the Board to consider.

Munson thanked the subcommittee for their work on this and stated that this is an important step for the District and she is looking forward to seeing where we go.

CAC Membership

Wynia referenced the letter on page fifty-six (56) of the packet and the following supporting documentation. He stated that attendance has been a persistent problem for the CAC and has resulted in a failure to achieve a quorum at regular meetings. He noted that the provided attendance records show particular members who have been more present or less present than others. He

reviewed for the Board the measures taken to address this issue and the meeting attendance expectations in the adopted CAC Bylaws.

Wynia stated that based on the attendance records reviewed, two (2) members in particular have the most absences. Mr. Greenburg has only attended one (1) of eight (8) meetings this year; he has expressed an intent to resign, but has not yet done so. It would be in the CAC's best interest to have him removed from the membership. Mr. Shaffer has attended about half of the meetings this year but has not participated in the meeting attendance planning process. The CAC is requesting that the Board review Shaffer's membership, but without an express request for removal.

Munson stated that there are two (2) proposals before the Board: the first is a request to dismiss Greenburg from the CAC; and the second is to review Shaffer's attendance. She noted that Shaffer is in attendance at the meeting so the Board will have an opportunity to discuss this with him.

Piedmont-Smith motioned to remove Mason Greenburg from the CAC due to missed meetings; Thomas seconded. Roll call vote was unanimous; motion passed.

Munson stated she had spoken with Shaffer on the phone about his absences, and noted that he has been a member of the CAC for a number of years. She referenced the new meeting attendance planning process and change in meeting location indicating that he is not familiar with, nor been attentive to. In light of his long-standing participation, she would prefer to reconsider this at a later date if his absences continue to be a problem.

Githens asked how soon the Board would reconsider this. Munson asked Wynia what timeframe would make sense to the CAC. Wynia stated it is difficult to speak on behalf of the CAC on this issue due to members' differing opinions.

Wynia stated, speaking on his own behalf as Chair, he has put forth considerable effort to make sure that there is clarity and consistency in all information communicated to members and has maintained an open line of communication both in person and via email. He reached out to Shaffer in April about his attendance and feels that the window of opportunity for evaluation has already taken place. Six (6) months have passed, and the results have been consistent. With regard to confusion with meeting location, his attendance in 2021 when all meetings were virtual was the same rate as for current in-person meetings.

Thomas thanked Wynia for his time and effort with the CAC.

Thomas motioned to reconsider this at the board's January meeting; Githens seconded.

McGlasson advised the board that the CAC membership is re-appointed annually and that usually occurs at the December meeting. Based on the current meeting schedules, this could be done in January as the Board will meet before the CAC. He added that with the removal of Greenburg from the CAC, the membership drops from ten (10) to nine (9), which changes the quorum number.

Swafford stated that he has been on the Board for several years and CAC attendance has always been an issue. While he understands the members' frustrations, Shaffer being in attendance today shows him that he is willing to start attending meetings.

Munson asked Shaffer if he would like to make any comments.

Shaffer stated what the CAC does is important; and apologized for being dilatory. Meeting locations have moved at times and he has gone to the previous meeting's location more than once and it has been moved somewhere else. He will try to do better if the Board will keep him on the CAC.

Munson called the question. Roll call vote was unanimous; motion passed.

CAC Report

Wynia stated that at their last meeting, McGlasson provided an update on the anaerobic digester feasibility study, the CAC received the same rebranding update the Board heard today, and Edwards and McGlasson reported on their attendance at the AISWMD conference. The CAC also reviewed and provided affirmative feedback on the proposed job descriptions voted on today.

Department Reports

McGlasson referred to the last Board meeting and recalled the letter provided to the board from Frank Ledbetter's mother about his experience working with the Materials for the Arts program to get yarn for hats and scarves he knits for the homeless and others in need, and reported that Frank was very pleased by the Board's encouraging words that he brought in hats for each Board member, which were at your seats when you arrived.

McGlasson advised the Board that the District will need to seek another \$400 additional appropriation from the Debt Service Fund. The previous request was approved by the County Council, however, he missed that last year's agency fee was not paid until January of this year, the invoice for this year's fee just arrived, and in order to get it paid this year another additional appropriation is needed.

Piedmont-Smith asked what the fee is for and to confirm the fund the additional appropriation is being requested for. McGlasson stated it is for the landfill closure bond and the fee is paid to the bank that holds the bond to cover its annual administrative costs. The fee is a part of, and required by, the bond funding agreement with the bank.

McGlasson reported that the County Council did unanimously adopt all three of the District budgets and the District was recognized by MC-IRIS with a 2022 Partner Award for its efforts to control and eradicate invasive species at the South Walnut and landfill locations.

McGlasson referenced the anaerobic digester feasibility study update at the CAC meeting reported by Wynia and stated that since that meeting, the consultants provided an update to CBU and the District on October 26th. Wynia and Conway from the CAC attended the meeting with him. He provided the board with a summary of the update provided by the consultants and asked Wynia and Conway if they had anything to add.

Wynia stated he was surprised by the switch in proposed location, noting that was not a part of the proposal when the District agreed to help fund the study. He also found the high case estimate to be an incredible reach, noting that it included a very high ratio of collecting residential food waste, which could be difficult to achieve.

Githens asked what types of businesses were contacted as potential feedstock for the digester, noting that the response rate seems low.

Conway provided information on the types of companies being contacted, the lack of response from the companies contacted, the responses received from those responding, and how fuel and hauling

costs are an obstacle. He stated that there does not seem to be much interest from the responses thus far. The consultant asked Conway about contamination issues with residential organic waste collection, which he reported is a problem. He referenced the focus shifting to the Dillman Road plant and stated that a previous study on this facility concluded that it might not be financially feasible. He noted that the consultant also has a financial arm that looks to invest in, and build, these types of projects, and that some of them did not succeed.

Thomas exited at 5:18 p.m.

Conway continued that the consultant's analysis did not show any local farmers interested in the class B bio-solids the facility would generate that could be land applied. Facilities such as EarthKeepers would need to modify their permit with IDEM in order to accept the class B bio-solids for further processing. The consultant's minimalist case, which is to use the fats, oils, and grease already coming to the facility to generate power to make the facility energy self-sufficient is something he supports. But the maximalist case, to compress and refine the gas for a pipeline seems like a bit of a reach.

Piedmont-Smith asked where the fats, oils, and grease Conway referred to would come from, noting that CBU already regulates that material. Conway stated that, as far as he knows, it could potentially be piped directly to the facility or be hauled in from local restaurants and other sources.

Piedmont-Smith stated that she agreed with Wynia that the study requested was for Blucher Poole, and asked how they can just switch that to Dillman Road. Conway reviewed his notes from the consultant update meeting and summarized the reason provided for considering Dillman Road instead of Blucher Poole.

Discussion ensued concerning the District's agreement to help fund a feasibility study for a facility at Blucher Poole and the impact on that commitment if the study switches to look at Dillman Road.

Piedmont-Smith asked what the timeline is to get the final report. McGlasson stated probably three (3) to four (4) months. Conway stated that the schedule for the presentation of the final report is between the end of January and the end of February.

Long reported that staff has been removing the vegetation cut down by MC-IRIS and cleaning up around the education park. In the HHW department, we are working with vendors on shipments to get as much shipped out before the end of the year as possible. At the Ellettsville site, the concrete steps for the operator booth had to be repaired, and the floor in the building is in need of repair and we are getting quotes for that work.

Munson asked Long if he had seen any changes in material volumes or hauling. Long stated he hasn't, the numbers fluctuate some month to month but are pretty consistent.

Paulsen stated that they finished the November groundwater sample collection today. He referenced the tire revenue and expense discussion earlier in the meeting and stated that since the District started accepting tires they have seen a significant drop in the number of tires reported at illegal dump locations. Adopt-A-Road groups are staying active with the good weather.

Piedmont-Smith thanked Paulsen for the tire information, stating that is good news. She asked Paulsen if, in the leachate report, the line for hauling costs to Dillman Road could be removed since we

don't haul there anymore. Paulsen stated that we leave it in there because it is the backup facility, and if there was ever a reason we couldn't haul to Ellettsville, it would go to Dillman Road.

Githens asked when the new positions would be posted. McGlasson stated that staff has discussed this. The positions will be posted internally first, according to District precedent, and now that the job descriptions and Salary Ordinance have been approved and we officially have the positions on the books, we post the openings in the very near future.

Public Comment

None

Comments from Directors

Piedmont-Smith noted that tomorrow is Veteran's Day and thanked all veterans for their service.

Githens thanked the Rebranding Committee for their work.

Munson stated that she is inspired to dig through her yarn basket and take all leftover balls of yarn to the Reuse Center so that they can be turned into hats for those in need. She thanked Frank Ledbetter for the hats.

Meeting adjourned at 5:40 p.m.

Signed – Board Member

Minutes of November 10, 2022

Monroe County Indiana Solid Waste Management District



MEMORANDUM

TO: MCSWMD Board of Directors
DATE: January 6, 2023
FROM: Tom McGlasson Jr.
SUBJECT: Cash Flows

Cash Flow statements were not available to be included with this packet. They will be provided as soon as they are available.

**MONROE COUNTY SOLID
WASTE MANAGEMENT
DISTRICT**

Date: January 6, 2022
 To: MCSWMD Board of Directors
 From: Holly DeWar, Controller
 RE: **Summary of Payroll and Claims**

Claims Processed Week of 11/14/2022

Pre-Approved Claims Approved Under Resolution 2022-02

| | |
|-------------------------|--------------------|
| Accounts Payable Claims | \$37,257.94 |
| Payroll | \$20,648.53 |
| Payroll Claims | \$12,154.98 |
| Longevity | \$0.00 |
| TOTAL | \$70,061.45 |

Pre-Approved Claims Approved by Boad Chair or Designee

| | |
|--------------|-------------------|
| 11/18/2022 | \$4,930.47 |
| TOTAL | \$4,930.47 |

Claims Processed Week of 11/28/2022

Pre-Approved Claims Approved Under Resolution 2022-02

| | |
|-------------------------|--------------------|
| Accounts Payable Claims | \$41,500.59 |
| Payroll | \$20,058.12 |
| Payroll Claims | \$9,237.63 |
| Longevity | \$0.00 |
| TOTAL | \$70,796.34 |

Pre-Approved Claims Approved by Boad Chair or Designee

| | |
|--------------|--------------------|
| 12/1/2022 | \$39,187.74 |
| TOTAL | \$39,187.74 |

Claims Processed Week of 12/5/22

Pre-Approved Claims Approved Under Resolution 2022-02

| | |
|-------------------------|---------------|
| Accounts Payable Claims | \$0.00 |
| Payroll | \$0.00 |
| Payroll Claims | \$0.00 |
| Longevity | \$0.00 |
| TOTAL | \$0.00 |

Pre-Approved Claims Approved by Boad Chair or Designee

| | |
|--------------|-------------------|
| 12/9/2022 | \$3,767.76 |
| TOTAL | \$3,767.76 |

Claims Processed Week of 12/12/22

Pre-Approved Claims Approved Under Resolution 2022-02

| | |
|-------------------------|--------------------|
| Accounts Payable Claims | \$29,178.30 |
| Payroll | \$20,333.66 |
| Payroll Claims | \$9,361.74 |
| Longevity | \$0.00 |
| TOTAL | \$58,873.70 |

Pre-Approved Claims Approved by Boad Chair or Designee

| | |
|--------------|-------------------|
| 12/15/2022 | \$8,599.12 |
| TOTAL | \$8,599.12 |

Claims Processed Week of 12/26/22

Pre-Approved Claims Approved Under Resolution 2022-02

| | |
|-------------------------|--------------------|
| Accounts Payable Claims | \$552.86 |
| Payroll | \$20,135.35 |
| Payroll Claims | \$13,199.19 |
| Longevity | \$0.00 |
| TOTAL | \$33,887.40 |

Pre-Approved Claims Approved by Boad Chair or Designee

| | |
|--------------|---------------|
| | \$0.00 |
| TOTAL | \$0.00 |

Claims Processed Week of 1/1/23

Pre-Approved Claims Approved Under Resolution 2022-02

| | |
|-------------------------|---------------------|
| Accounts Payable Claims | \$107,517.62 |
| Debt Service | \$153,185.00 |
| Payroll | |
| Payroll Claims | \$11,000.00 |
| Longevity | \$0.00 |
| TOTAL | \$271,702.62 |

Pre-Approved Claims Approved by Boad Chair or Designee

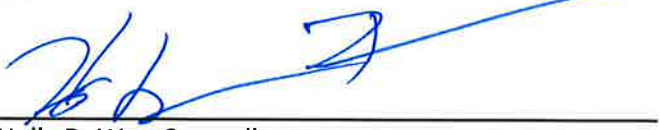
| | |
|--------------|--------------------|
| 1/5/2023 | \$10,819.53 |
| TOTAL | \$10,819.53 |

**Total Pre-Approved Payroll and Accounts Payable Claims Submitted
to the Board of Directors:**

\$572,626.13

We have examined the claims summarized above and approved:


Tom McGlasson Jr., Executive Director


Holly DeWar, Controller

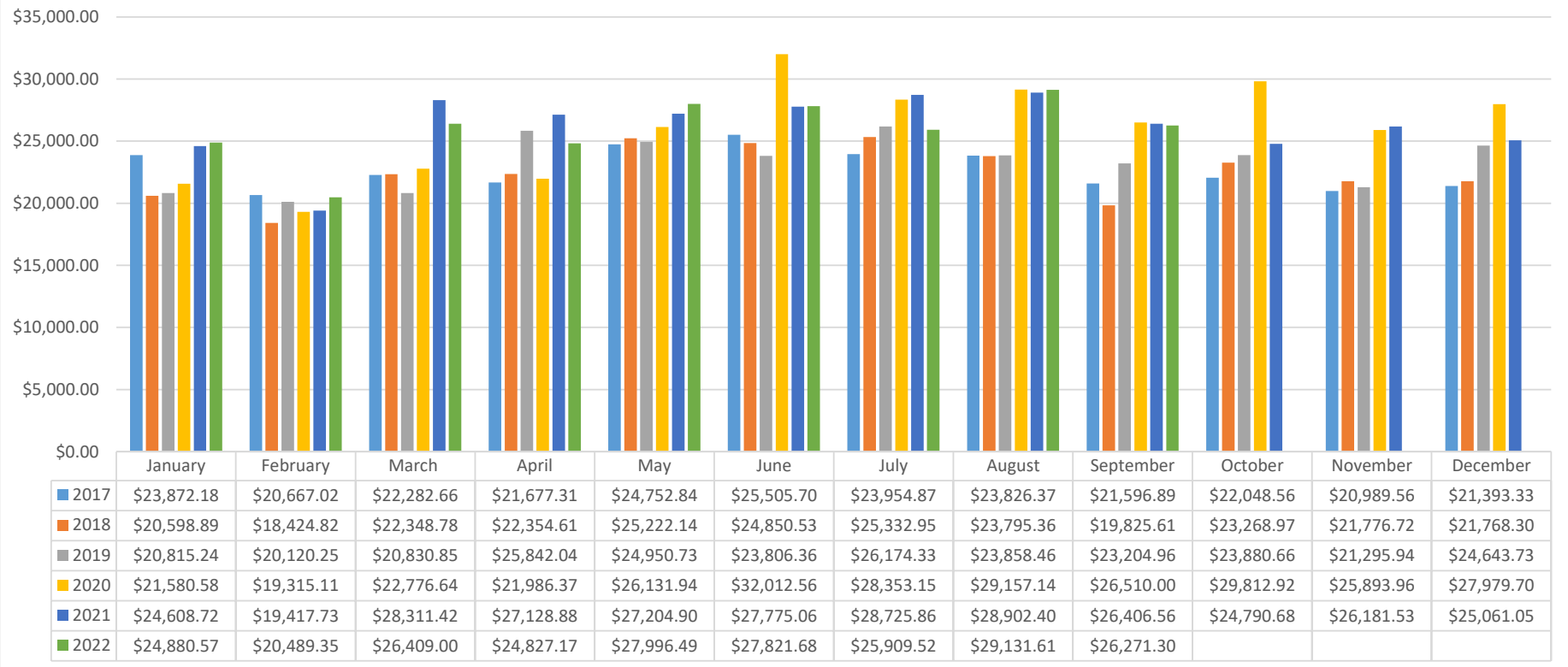
Claims Docket

| Claim | Vendor | Name | Description | Net Amount |
|------------|--------|------|--|------------|
| Batch: 735 | 1 | 115 | AT & T | |
| | | | Mnthly: Bethel site phone | 172.06 |
| | | | Mnthly Oard site phone | 218.67 |
| | 2 | 116 | AT & T----Courthouse | 52.62 |
| | 3 | 429 | Canon | 379.00 |
| | 4 | 489 | CenterPoint Energy | 89.83 |
| | | | Mnthly: Admin bldg | 198.09 |
| | | | Mnthly: RRC/HHW | 56.37 |
| | 5 | 117 | Cintas #2 | 56.37 |
| | | | Weekly rugs & towels (RRC & HHW) | 56.37 |
| | | | Weekly rugs & towels (RRC & HHW) | 56.37 |
| | | | Weekly rugs & towels (RRC & HHW) | 56.37 |
| | | | Weekly rugs & towels (RRC & HHW) | 129.00 |
| | | | Mnthly: Lease for AED - Landfill | 22.40 |
| | | | Mnthly: First Aid Supplies - Landfill | 129.00 |
| | | | Mnthly: Lease for AED - RRC | 22.40 |
| | | | Mnthly: First Aid Supplies - RRC | 129.00 |
| | | | Mnthly: Lease for AED - Bethel | 22.40 |
| | | | Mnthly: First Aid Supplies - Bethel | 129.00 |
| | | | Lease for AED - Oard | 26.69 |
| | | | Mnthly: First Aid Supplies - Oard | 129.00 |
| | | | Lease for AED - Dillman | 30.65 |
| | | | First Aid Supplies - Dillman | 129.00 |
| | | | Mnthly: Lease for AED - Ellettsville | 22.40 |
| | | | Mnthly: First Aid Supplies - Ellettsville | 129.00 |
| | | | Lease for AED - Admin | 22.40 |
| | | | Mnthly: First Aid Supplies - Admin | 26.69 |
| | | | Mnthly: First Aid Supplies - HHW | 240.87 |
| | 6 | 39 | City of Bloomington Utilities | 232.61 |
| | 7 | 252 | Monroe County Clerk | 248.56 |
| | 8 | 19 | Duke Energy Indiana Inc | 167.76 |
| | 9 | 19 | Duke Energy Indiana Inc | 156.10 |
| | | | Mnthly: Dillman Site | 438.00 |
| | | | Mnthly: Oard Oct | 187.00 |
| | 10 | 474 | Effectv | 300.00 |
| | | | Mnthly: TV Advertisement | 15.06 |
| | | | Mnthly: Premium Digital Adv | 132.00 |
| | 11 | 239 | Fleener's Landscape & Lawn Care, Inc. | 29.00 |
| | 12 | 137 | Hoosier Transfer Station | 159.25 |
| | 13 | 231 | Indiana State Central Collection Unit | |
| | | | Remit # 006812207, Case: 53C07-1108-JP-000630 | |
| | 14 | 459 | Invesco Investment Service | |
| | | | Bi-weekly payroll for IRA for employees | |
| | 15 | 254 | John Hancock | |
| | | | Employee Loan | |

Claims Docket

| Claim | Vendor | Name | Description | Net Amount |
|--------------|--------|---------------------------------|---|------------|
| 16 | 278 | Lincoln National Life Insurance | Mnthly: Employee Disability (12/1 - 12/31/22) | 642.50 |
| 17 | 145 | Republic Services of Indiana | Mnthly: Hauling & MSW Disposal, Main Disposal, Main Hauling, Main Recycling Expense, Sites Disposal, Sites Hauling, Sites Recycling Expense, Rental | 26,271.30 |
| 18 | 92 | Smithville Communications Inc | Mnthly: Ellettsville site phone | 50.68 |
| | | | Mnthly: Dillman site phone | 45.44 |
| 19 | 112 | Washington Township Water Corp | Mnthly: Landfill water usage | 22.03 |
| 20 | 243 | Artistic Media Partners | Radio advertisement June 2022 | 525.00 |
| | | | Radio Advertisement July 2022 | 525.00 |
| 21 | 47 | Hobbs Equipment Inc | Mnthly Compactor rental (S Walnut & 4 sites) | 4,435.00 |
| Grand Total: | | | | 37,257.94 |

Republic Services Monthly Costs for Hauling, MSW Disposal, & Recycling



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 | | | 20,648.53 | | 0.00 |
| Manual | | | | 0.00 | | | 0.00 | | 0.00 |
| Void | | | | 0.00 | | | 0.00 | | 0.00 |

2:33 PM

 Monroe County Solid Waste Management Dis
 Batch 6315 thru Batch 6315

Page 1 of 1

BatchNo: 6315

Comment:

Status: Open

Date Opened: 11/23/2022

Source: AP

| Fund | Account No/Description | Post Date | Per/Year | Operator Ven/Emp# | Ref Number Po/Rct | Description | Debits | Credits |
|---------------|---|------------|-----------|----------------------|----------------------|-----------------|-----------|---------|
| 1000 | 07-22.62000 State Withholdings | 11/23/2022 | 11 / 2022 | HOLLY | | State Withheld | 1,960.58 | |
| 1000 | 07-22.63000 County Withholdings | 11/23/2022 | 11 / 2022 | HOLLY | | County Withheld | 790.70 | |
| 1000 | 07-22.61000 Ferderal Withholdings | 11/23/2022 | 11 / 2022 | HOLLY | | FIT | 2,147.99 | |
| 1000 | 07-22.65000 FICA Social Security | 11/23/2022 | 11 / 2022 | HOLLY | | FICA | 3,338.00 | |
| 1000 | 07-22.64000 FICA/Medicare Withholdings | 11/23/2022 | 11 / 2022 | HOLLY | | MEDI | 780.72 | |
| 1000 | 07-22.41340 John Hancock Retirement | 11/23/2022 | 11 / 2022 | HOLLY | | Retirement | 3,136.99 | |
| Batch Totals: | | | | | | | 12,154.98 | |

Holly DeWar

From: Cheryl Munson <cmunson@co.monroe.in.us>
Sent: Thursday, November 17, 2022 2:54 PM
To: Holly DeWar
Cc: piedmoni@bloomington.in.gov; Penny Githens; Julie Thomas; hamiltoj@bloomington.in.gov; Lee Jones; danswafford@ellettsville.in.us; Tom McGlasson
Subject: Re: 11-16-2022 Claims for approval
Attachments: 11-16-2022 AP.pdf

Dear Holly, Tom, and all;

Apologies for my late reply. I have been traveling. All looks good to me, and I have no questions. If other Board members have no unresolved questions, then I approve payment of these claims under my signature on November 18, 2022.

Cheryl Munson
Monroe County Solid Waste Management District, Board of Directors, Chair

Sent from my iPhone

On Nov 16, 2022, at 3:21 PM, Holly DeWar <hdewar@mcswmd.org> wrote:

Cheryl and Members of the Board,

The attached claims are for review and approval for the week of 11/16/2022.

Please let me know if there are any questions.

Thank you,

Holly DeWar

Controller

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

MONROE COUNTY SOLID
WASTE MANAGEMENT
DISTRICT

Date: November 16, 2022
To: MCSWMD Board of Directors
From: Holly DeWar, Controller
RE: Claims for Approval 11/16/2022

| | |
|--------------------------------------|------------|
| Accounts Payable Claims for Approval | \$4,930.47 |
|--------------------------------------|------------|

| | |
|--|--------------------------|
| Total Accounts Payable Claims for Approval 11/16/2022 | <u>\$4,930.47</u> |
|--|--------------------------|

We have examined the claims summarized above and approved.



Tom McGlasson, Jr., Executive Director



Holly DeWar, Controller

Claims Docket Report

Claims Docket

| | Claim | Vendor | Name | Description | Net Amount |
|------------|-------|--------|--|--|------------|
| Batch: 734 | 1 | 444 | B & H Electric and Supply | RRC: lift station pump repair | 1,348.24 |
| | 3 | 24 | C & S, Inc. | Mthly Fuel for Depts 01,02,04 & 08 | 1,084.92 |
| | | | | Sales Tax Credit | -29.41 |
| | 4 | 26 | Calgon Carbon Corp. | WXP Z - 50 LB Bag | 992.00 |
| | 5 | 41 | Herald Times | Advertising meeting notices - Amended notice | 9.66 |
| | 6 | 502 | German American - VISA | Mthly Expense for depts: : HHW-Nintrile gloves, RRC- dish soap, pin-sol, bath tissue Landfill-internet svr Community Outreach-EEAI conference | 823.15 |
| | 7 | 52 | Industrial Environmental Monitoring Inst | HORIBA U-52 2M SN: RPA8C082 | 571.54 |
| | 8 | 281 | Paulsen, Lee | Reimburse for Ice for Groundwater samples | 50.37 |
| | 9 | 108 | Veolia Enviromental Service | Community Outreach: Wildlife Packet | 80.00 |

Grand Total: 4,930.47

Claims Docket

| Claim | Vendor | Name | Description | Net Amount |
|------------|--------|---------------------------------------|---|------------|
| Batch: 738 | 93 | South Central Indiana REMC | Landfill: Mthly electric | 116.00 |
| 1 | 380 | Aflac | Employee Aflac (November 2022) | 179.22 |
| 2 | 252 | Monroe County Clerk | Cause #53C06-0608-CC01568 | 232.61 |
| 3 | 398 | Cummins | Landfill: Batteries replaced on all 3 generators | 542.19 |
| | | | Generator Service | 199.90 |
| | | | Landfill: Generator Service | 199.90 |
| | | | Landfill: Generator Service | 249.31 |
| | | | Landfill: Generator repair | 1,145.01 |
| 6 | 19 | Duke Energy Indiana Inc | Mthly RRC & HHW | 605.12 |
| | | | Mthly Admin Bldg | 330.20 |
| | | | Mthly Ellettsville site | 213.11 |
| 7 | 499 | Everside Health LLC | Qtrly: (Jan - Mar 2022 Everside Health Clinic | 3,949.71 |
| 8 | 122 | Harris Computers | Controller: W-2's, 1099's tax forms | 441.00 |
| 9 | 231 | Indiana State Central Collection Unit | Remit # 006812207, Case 53C07-1108-JP-000630 | 132.00 |
| 10 | 459 | Invesco Investment Service | Bi-weekly payroll for IRA for employee's | 29.00 |
| 11 | 465 | IU Health Plans | Mthly: Employee Health (12/1 - 12/31/22) | 30,910.06 |
| 12 | 254 | John Hancock | Employee loan | 159.25 |
| 13 | 272 | J R Davis Vending Inc | Water cooler rental @ Ellettsville site | 55.00 |
| 14 | 93 | South Central Indiana REMC | Landfill: Mthly electric | 155.00 |
| | | | Landfill: Mthly electric | 90.00 |
| | | | Landfill: Mthly electric | 74.00 |
| | | | Landfill: Mthly electric | 53.00 |
| 15 | 460 | A & A Quick Pump | Port-a-potty portable toilets for all sites for Jun-Jul 2022 | 480.00 |
| | | | Port-a-potty portable toilets for all sites for Aug - Sep 2022 | 480.00 |
| | | | Port-a-potty Portable toilets for all sites for Oct - Nov 2022 | 480.00 |

Grand Total: 41,500.59

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 | | 20,058.12 | | | 0.00 |
| Manual | | | | 0.00 | | | 0.00 | | 0.00 |
| Void | | | | 0.00 | | | 0.00 | | 0.00 |

10:51 AM

Monroe County Solid Waste Management Dis

Page 1 of 1

Batch 6318 thru Batch 6318

BatchNo: 6318

Comment:

Status: Open

Date Opened: 11/29/2022

Source: AP

| Fund | Account No/Description | Post Date | Per/Year | Operator Ven/Emp# | Ref Number Po/Rct | Description | Debits | Credits |
|---------------|---|------------|-----------|----------------------|----------------------|-----------------|----------|---------|
| 1000 | 07-22.41340 John Hancock Retirement | 11/30/2022 | 11 / 2022 | HOLLY | | Retirement | 3,109.38 | |
| 1000 | 07-22.61000 Ferderal Withholdings | 11/30/2022 | 11 / 2022 | HOLLY | | FIT | 2,117.87 | |
| 1000 | 07-22.65000 FICA Social Security | 11/30/2022 | 11 / 2022 | HOLLY | | FICA Social Sec | 3,250.28 | |
| 1000 | 07-22.64000 FICA/Medicare Withholdings | 11/30/2022 | 11 / 2022 | HOLLY | | FICA Medi | 760.10 | |
| Batch Totals: | | | | | | | 9,237.63 | |

Holly DeWar

From: Cheryl Munson <cmunson@co.monroe.in.us>
Sent: Thursday, December 1, 2022 11:12 AM
To: Holly DeWar
Cc: piedmoni@bloomington.in.gov; Penny Githens; Julie Thomas; hamiltoj@bloomington.in.gov; Lee Jones; danswafford@ellettsville.in.us; Tom McGlasson
Subject: Re: Claims 11/30/2022

Dear Holly, Tom, and 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, December 1, 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

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

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, November 30, 2022 1:46 PM
To: Cheryl Munson
Cc: piedmoni@bloomington.in.gov; Penny Githens; Julie Thomas; hamiltoj@bloomington.in.gov; Lee Jones; danswafford@ellettsville.in.us; Tom McGlasson
Subject: Claims 11/30/2022

Cheryl and Members of the Board,

The attached claims are for review and approval for the week of 11/30/2022.

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

MONROE COUNTY SOLID
WASTE MANAGEMENT
DISTRICT

Date: November 30, 2022
To: MCSWMD Board of Directors
From: Holly DeWar, Controller
RE: Claims for Approval 11/30/2022


| | |
|--------------------------------------|-------------|
| Accounts Payable Claims for Approval | \$39,187.74 |
|--------------------------------------|-------------|

| | |
|--|---------------------------|
| Total Accounts Payable Claims for Approval 11/30/2022 | <u>\$39,187.74</u> |
|--|---------------------------|

We have examined the claims summarized above and approved.



Tom McGlasson, Jr., Executive Director



Holly DeWar, Controller

Claims Docket

| Claim | Vendor | Name | Description | Net Amount | |
|------------|--------|------|---|---|----------|
| Batch: 736 | 1 | 16 | Bruce Garage Doors / Home Improvement | Landfill: Garage door with double lock, frame repair | 1,806.00 |
| | 2 | 35 | Cassady Electrical Contractors, Inc | Repair plastic compactor connection box (S. Walnut) | 553.68 |
| | 3 | 492 | Commercial Service of Bloomington, Inc. | Kitchen sink stopped up (S Walnut) | 412.99 |
| | 4 | 511 | Hartman and Williams LLC | Accounting conversion to GAAP financial statements (9/1 - 9/30/22) | 1,120.00 |
| | 5 | 139 | Indiana HHW Task Force | 2023 Annual Membership | 125.00 |
| | 6 | 60 | John Naylor Trucking, LLC | Landfill: stone | 1,771.65 |
| | 7 | 61 | K & S Rolloff, Inc | Glass hauling at sites & Walnut | 2,283.39 |
| | 8 | 170 | Lighting Resources LLC | Pick up: disposal of batteries, lightbulbs | 6,857.21 |
| | | | | 55 Gal steel drum usage fee | 100.00 |
| | 9 | 337 | Vallonia State Nursery | Community Outreach: Wildlife Packet | 80.00 |
| | 10 | 65 | Lowe's Business Accounts | Sites: Ellettsville - Deckboard, screws, bits | 69.78 |
| | 11 | 141 | PC Max, Inc | Admin: labor block : onsite hrs | 2,200.00 |
| | 12 | 162 | Petty Cash Fund | Controller: Postage for 941 tax filing | 7.85 |
| | | | | Community Outreach: Fuel reimbrs | 40.00 |
| | | | | Community Outreach: Poster Board | 18.81 |
| | 13 | 88 | ProLift Industrial Equipment Co., Inc. | RRC: Bobcat: repair & maint. | 1,666.56 |
| | 14 | 510 | Miller, Susan | Mthly: Cleaning Admin & RRC | 450.00 |
| | 15 | 469 | TASC | Qtrly: Cobra Admin Fee (1/1/2023 - 3/31/2023) \$81.27, Annual: Membership Fee (1/1/2023 - 12/31/2023) \$160.43 | 241.70 |
| | 16 | 502 | German American - VISA | Landfill: Nitro Pro Computer upgrade, Commercial demo permit, Admin: Dropbox Standard Annual Renewal, Amazon Prime Annual Membership, Landfill: Shipping fee to return rental equip, Internet Srv, Admin: Paper towels, bath tissue, RRC: DEF, paper towels, water, bath tissue | 1,243.98 |
| | 17 | 356 | Pomp's Tire Service | 2008 Ford F150 Maint & Repairs, Brake Caliper: Landfill truck | 326.56 |
| | 19 | 518 | Pace Analytical | Landfill: November 2022 Ground Water | 5,209.54 |
| | | | | Landfill: Ground Water | 4,942.39 |
| | | | | Landfill: November 2022 Ground Water | 2,808.40 |
| | | | | Landfill: November 2022 Arsenc Wells | 2,037.34 |
| | | | | Landfill: November 2022 Ground Water | 509.33 |
| | | | | Landfill: November 2022 Ground Water | 1,528.00 |
| | | | | Landfill: November 2022 Ground Water | 777.58 |

Grand Total:

39,187.74

MONROE COUNTY SOLID
WASTE MANAGEMENT
DISTRICT

Date: December 7, 2022
To: MCSWMD Board of Directors
From: Holly DeWar, Controller
RE: Claims for Approval 12/7/2022

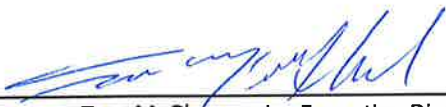
Accounts Payable Claims for Approval

\$3,767.76

Total Accounts Payable Claims for Approval 12/7/2022

\$3,767.76

We have examined the claims summarized above and approved.



Tom McGlasson, Jr., Executive Director



Holly DeWar, Controller

Claims Docket Report

Claims Docket

| | Claim | Vendor | Name | Description | Net Amount |
|--------------|-------|--------|---------------------------------|-------------------------------------|------------|
| Batch: 740 | 1 | 503 | Ken's Westside Service & Towing | 2012 Freightliner: Repairs & maint. | 3,767.76 |
| Grand Total: | | | | | 3,767.76 |

Tom McGlasson

From: Cheryl Munson <cmunson@co.monroe.in.us>
Sent: Friday, December 9, 2022 8:43 PM
To: Holly DeWar; piedmoni@bloomington.in.gov; Penny Githens; Julie Thomas; hamiltoj@bloomington.in.gov; Lee Jones; danswafford@ellettsville.in.us
Cc: Tom McGlasson
Subject: Re: 12-7-22 Claims

Dear Tom and Holly,

I have authorized verbally my approval of the claims to be paid under my signature, as I heard no questions about them. Things got scrambled by our not having a meeting on Thursday, and my own rotten schedule today

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, December 7, 2022 10:59 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: 12-7-22 Claims

Cheryl and Members of the Board,

Attached for your review and approval are Accounts Payable Claims in the amount of \$3,767.76 on 12-7-22, for the 12-8-22 Board Meeting. The vendor will need to be added to the Approved Vendors List.

Thank you,

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 | Net Amount |
|------------|--------|---------------------------------------|--|------------|
| Batch: 742 | | | | |
| 1 | 115 | AT & T | Mthly: Oard site phone | 242.70 |
| 2 | 115 | AT & T | Mthly: Bethel site phone | 265.76 |
| 3 | 116 | AT & T---Courthouse | Mthly: HHW & Landfill alarm system | 52.62 |
| 4 | 24 | C & S, Inc. | Mthly Fuel for Depts: Dept 01, 02, 04, 05 & 08 | 1,172.85 |
| | | | Sales Tax Credit | -23.34 |
| 5 | 429 | Canon | Copier lease - Nov 2022 + copy coverage | 453.17 |
| 7 | 489 | CenterPoint Energy | Mthly Admin Bldg | 186.43 |
| | | | Mthly RRC/HHW | 542.91 |
| 8 | 117 | Cintas #2 | Weekly Rugs & Towels (RRC & HHW) | 56.37 |
| | | | Weekly Rugs & Towels (RRC & HHW) | 56.37 |
| | | | Weekly Rugs & Towels (RRC & HHW) | 56.37 |
| | | | Weekly Rugs & Towels (RRC & HHW) | 56.37 |
| | | | Weekly Rugs & Towels (RRC & HHW) | 56.37 |
| | | | Mthly: Lease for AED: Landfill | 129.00 |
| | | | Mthly: Lease for AED - RRC | 129.00 |
| | | | Mthly: First Aid Supplies - RRC | 14.26 |
| | | | Mthly: Lease for AED: Bethel | 129.00 |
| | | | Mthly: Lease for AED - Oard | 129.00 |
| | | | Mthly: Lease for AED: Dillman | 129.00 |
| | | | Mthly: Lease for AED - Ellettsville | 129.00 |
| | | | Mthly: lease for AED - Admin | 129.00 |
| | | | First Aid Supplies - HHW | 7.11 |
| 9 | 39 | City of Bloomington Utilities | Mthly: Admin, RRC & HHW utilities | 229.33 |
| 10 | 39 | City of Bloomington Utilities | Annual Pretreatment Sampling Lab Analysis | 428.97 |
| 11 | 252 | Monroe County Clerk | Cause #53C06-0608-CC01568 | 232.61 |
| 12 | 135 | Comcast Cable | Mthly: Internet & digital voice for All Depts | 247.19 |
| 13 | 370 | Comcast Business | Mthly Telephone Service for all depts | 648.49 |
| 14 | 133 | Central Security & Communication Inc | Qtrly: Security Monitoring (Main) | 178.50 |
| 15 | 19 | Duke Energy Indiana Inc | Mthly Dillman Site | 246.29 |
| | | | Mthly Oard Site | 155.76 |
| 16 | 474 | Effectv | Mthly: TV Advertisement | 422.50 |
| | | | Mthly: Premium Digital Adv. | 188.00 |
| 17 | 153 | Ellettsville Utilities | Mthly: Ellettsville site | 20.48 |
| 18 | 137 | Hoosier Transfer Station | Compliance: Illegal Dumping: Ref 01532942 & 01533154 | 3.10 |
| 19 | 231 | Indiana State Central Collection Unit | PE: 12/10/22 Remit# 006812207 Case: 53C07-1108-JP-000630 | 132.00 |
| 20 | 459 | Invesco Investment Service | Bi-weekly payroll IRA for employee's | 29.00 |
| 21 | 254 | John Hancock | Employee Loan | 159.25 |

Claims Docket

| Claim | Vendor | Name | Description | Net Amount |
|--------------|--------|---------------------------------------|--|------------|
| 22 | 61 | K & S Roloff, Inc | Glass hauling at sites & S Walnut | 369.48 |
| | | | Glass hauling at sites & S Walnut | 900.00 |
| 23 | 278 | Lincoln National Life Insurance | Mthly: Employee Disability (01/01/23 - 01/31/23) | 642.50 |
| 24 | 74 | Muller Welding Company Inc | Mthly: Compactor rental @ S Walnut | 300.00 |
| 25 | 78 | N Anderson Excavating & Lawn Care LLC | Landfill: Extensive repair & maint. | 14,275.00 |
| 26 | 361 | PPLSI | Mthly: ID Theft for employees | 70.75 |
| 27 | 92 | Smithville Communications Inc | Mthly: Ellettsville site phone | 47.89 |
| | | | Mthly: Dillman site phone | 45.71 |
| 28 | 510 | Miller, Susan | Mthly: Cleaning Admin & RRC | 125.00 |
| 29 | 112 | Washington Township Water Corp | Mthly: Landfill water usage | 21.18 |
| 30 | 243 | Artistic Media Partners | Radio advertisement - Oct 2022 | 525.00 |
| 31 | 47 | Hobbs Equipment Inc | Mnthly Compactor rental (S Walnut & 4 sites) | 4,435.00 |
| Grand Total: | | | | 29,178.30 |

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 | | | 20,333.66 | | 0.00 |
| Manual | | | | 0.00 | | | 0.00 | | 0.00 |
| Void | | | | 0.00 | | | 0.00 | | 0.00 |

11:12 AM

Monroe County Solid Waste Management Dis
 Batch 6352 thru Batch 6352

Page 1 of 1

BatchNo: 6352 Comment: 12/16/22 Payroll Claims
 Status: Open Date Opened: 12/12/2022
 Source: AP

| Fund | Account No/Description | Post Date | Per/Year | Operator Ven/Emp# | Ref Number Pa/Rct | Description | Debits | Credits |
|----------------------|---|------------|-----------|----------------------|----------------------|---------------|-----------------|---------|
| 1000 | 07-22.41340 John Hancock Retirement | 12/12/2022 | 12 / 2022 | CONNIE | | Retirement | 3,130.78 | |
| 1000 | 07-22.61000 Federal Withholdings | 12/12/2022 | 12 / 2022 | CONNIE | | Federal | 2,164.46 | |
| 1000 | 07-22.65000 FICA Social Security | 12/12/2022 | 12 / 2022 | CONNIE | | Fica SS | 3,295.70 | |
| 1000 | 07-22.64000 FICA/Medicare Withholdings | 12/12/2022 | 12 / 2022 | CONNIE | | Fica Medicare | 770.80 | |
| Batch Totals: | | | | | | | 9,361.74 | |

**MONROE COUNTY SOLID
WASTE MANAGEMENT
DISTRICT**

Date: December 14, 2022
To: MCSWMD Board of Directors
From: Holly DeWar, Controller
RE: Claims for Approval 12/14/2022

Accounts Payable Claims for Approval \$8,599.12

Total Accounts Payable Claims for Approval 12/14/2022 \$8,599.12

We have examined the claims summarized above and approved.



Tom McGlasson, Jr., Executive Director

Holly DeWar, Controller

Claims Docket

| | Claim | Vendor | Name | Description | Net Amount |
|--------------|-------|--------|--------------------------------------|---|------------|
| Batch: 741 | 1 | 245 | AISWMD | AISWMD Annual Membership Dues - 2023 | 550.00 |
| | 2 | 6 | Carmin Parker | Legal fees RE: Executive committee Mtg | 1,150.00 |
| | 3 | 41 | Herald Times | Advertise meeting notices | 4.60 |
| | 4 | 426 | Indiana HHW Task Force | 2023 Annual Membership (Joey Long) | 125.00 |
| | 5 | 272 | J R Davis Vending Inc | Water/cooler rental @ Ellettsville Site | 55.00 |
| | 6 | 60 | John Naylor Trucking, LLC | Landfill: Stone | 483.85 |
| | 7 | 62 | Kleindorfer Hardware & Variety Store | Trash bag - Compliance | 648.54 |
| | | | | RRC: Hose ends and connectors | 15.18 |
| | | | | Landfill: Paint | 20.77 |
| | | | | RRC: Extension cord | 29.99 |
| | | | | RRC: Keys | 4.00 |
| | 8 | 79 | Napa Auto Parts | Truck #5 - Dexron | 4.29 |
| | 9 | 141 | PC Max, Inc | Office 365 Annual Software Subscription | 2,391.00 |
| | 10 | 356 | Pomp's Tire Service | 2013 Ford F250: Brake repair/tire replacement | 2,688.37 |
| | 11 | 216 | Scott's Termite & Pest Control | Monthly Service (Admin & Recycling) | 90.00 |
| | 12 | 431 | Staples Business Credit | Depts office supplies: Colored paper, adding machine tape, finger moist | 106.53 |
| | 13 | 129 | U S Postmaster | Postage stamps: 4 rolls @ 58.00 per roll - 232.00 | 232.00 |
| Grand Total: | | | | | 8,599.12 |

Tom McGlasson

From: Cheryl Munson <cmunson@co.monroe.in.us>
Sent: Wednesday, December 14, 2022 2:45 PM
To: Holly DeWar; piedmoni@bloomington.in.gov; Penny Githens; Julie Thomas; hamiltoj@bloomington.in.gov; Lee Jones; danswafford@ellettsville.in.us
Cc: Tom McGlasson
Subject: Re: 12-14-22 Claims

Dear Holly, Tom, and 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, December 15 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

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

T

From: Holly DeWar <hdewar@mcswmd.org>
Sent: Wednesday, December 14, 2022 12:08 PM
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: 12-14-22 Claims

Cheryl and Members of the Board,

Attached for your review and approval are Accounts Payable Claims in the amount of \$8,599.12 on 12-14-22.

Thank you,

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

Claims Docket Report

Claims Docket

| | Claim | Vendor | Name | Description | Net Amount |
|--------------|-------|--------|---------------------------------------|---|------------|
| Batch: 743 | 1 | 252 | Monroe County Clerk | Cause #53C06-0608-CC01568, | 232.61 |
| | 2 | 254 | John Hancock | Employee Loan: | 159.25 |
| | 3 | 231 | Indiana State Central Collection Unit | Remit # 006812207, Case: 53C07-1108-JP-000630, | 132.00 |
| | 4 | 459 | Invesco Investment Service | Bi-weekly payroll IRA for employee's | 29.00 |
| Grand Total: | | | | | 552.86 |

| | |
|---|-----------|
| Total Number of All Transactions : | 34 |
| Total Number of Pre-Notification Transactions : | |
| Total Credit Amount : | 20,135.35 |
| Total Debit Amount : | 20,135.35 |
| Total Number of Debit Transactions : | 1 |
| Total Number of Credit Transactions : | 31 |

3:49 PM

Monroe County Solid Waste Management Dis

Page 1 of 1

Batch 6390 thru Batch 6390

BatchNo: 6390

Comment:

Status: Open

Date Opened: 12/30/2022

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 | 12/30/2022 | 12 / 2022 | HOLLY | | | 2,059.32 | |
| 1000 | 07-22.65000 FICA Social Security | 12/30/2022 | 12 / 2022 | HOLLY | | | 3,263.10 | |
| 1000 | 07-22.64000 FICA/Medicare Withholdings | 12/30/2022 | 12 / 2022 | HOLLY | | | 763.14 | |
| 1000 | 07-22.62000 State Withholdings | 12/30/2022 | 12 / 2022 | HOLLY | | | 2,931.85 | |
| 1000 | 07-22.63000 County Withholdings | 12/30/2022 | 12 / 2022 | HOLLY | | | 1,120.79 | |
| 1000 | 07-22.41340 John Hancock Retirement | 12/30/2022 | 12 / 2022 | HOLLY | | | 3,060.99 | |
| Batch Totals: | | | | | | | 13,199.19 | |

Operator: 6390

Accounts Payable Claims Docket

CLAIM DOCKET

| Claim | Vendor | Name | Description | Net Amount |
|------------|--------|---|--|------------|
| Batch: 748 | 1 | 380 Aflac | Employee Aflac for Dec, 2022 | 268.83 |
| | 2 | 14 Breeden Cleaning Service | Mthly: Cleaning of Admin & RRC | 260.00 |
| | 3 | 135 Comcast Cable | Mthly: Internet & digital voice for all Dept's | 422.64 |
| | 4 | 370 Comcast Business | Mthly: telephon svr for all depts | 648.49 |
| | 5 | 19 Duke Energy Indiana Inc | RRC & HHW electric | 699.74 |
| | | | Mthly: Admin electric | 389.58 |
| | | | Mthly: Dillman site | 249.62 |
| | | | Mthly: Bethel site | 393.02 |
| | 6 | 474 Effectv | Mthly: TV advertisement | 456.25 |
| | | | Mthly: Premium digital advertisement | 187.00 |
| | 7 | 153 Ellettsville Utilities | Mthly: Ellettsville site | 59.75 |
| | 8 | 239 Fleener's Landscape & Lawn Care, Inc. | Sites: removal of snow at all 4 sites | 625.00 |
| | 9 | 137 Hoosier Transfer Station | Compliance: Illegal Idumping | 5.31 |
| | 10 | 465 IU Health Plans | Mthly: Employee Health plan (1/1 - 1/31/23) | 25,944.54 |
| | 11 | 61 K & S Rolloff, Inc | Glass hauling at S Walnut & 4 sites | 1,108.44 |
| | 12 | 74 Muller Welding Company Inc | Mthly: compactor rental @ S Walnut | 300.00 |
| | 13 | 78 N Anderson Excavating & Lawn Care LLC | Sites: graded and filled pothoes | 400.00 |
| | 14 | 361 PPLSI | Mthly: ID theft for employee's | 70.75 |
| | 15 | 159 Quality Heating & Air Condition | Contract 2023: preventative sservice and maintenance | 800.00 |
| | 16 | 145 Republic Services of Indiana | Mthly: Oct, 2022 Hauling/disposal | 25,144.02 |
| | 17 | 145 Republic Services of Indiana | Mthly: Nov 2022 Hauling/disposal | 25,117.09 |
| | 18 | 93 South Central Indiana REMC | Landfill: Mthly electric | 73.00 |
| | | | Landfill: Mthly electric | 204.00 |
| | | | Landfill: Mthly electric | 121.00 |
| | | | Landfill: Mthly electric | 84.00 |
| | | | Landfill: Mthly electric | 53.00 |
| | 19 | 469 TASC | Qtrly: Cobra fee (2/1 - 4/30/23) | 79.65 |
| | 20 | 148 WasteZero | Orange Bag purchase | 23,352.90 |

Grand Total: 107,517.62

Republic Services Monthly Costs for Hauling, MSW Disposal, & Recycling



MCSWMD Board of Directors Meeting Packet 1/12/2023 Page 51 of 157

Claims Docket Report

Accounts Payable Claims Docket

| CLAIM DOCKET | | | | |
|-----------------|--------|-------------------------|--------------|------------|
| Claim | Vendor | Name | Description | Net Amount |
| Batch: 745 1 | 127 | Bank of New York Mellon | Bond Payment | 153,185.00 |
| | | | Grand Total: | 153,185.00 |

MC SWMB Board of Directors Meeting Packet 1/12/2023 Page 52 of 157

Claims Docket Report

Accounts Payable Claims Docket

| CLAIM DOCKET | | | | | |
|--------------|---|--------|-----------------------|--|------------|
| Claim | | Vendor | Name | Description | Net Amount |
| Batch: 744 | 1 | 516 | German American - HSA | Employee's enrollment to IU Health HSA | 11,000.00 |
| | | | | Grand Total: | 11,000.00 |

Accounts Payable Claims Docket

CLAIM DOCKET

| Claim | Vendor | Name | Description | Net Amount | |
|--------------|--------|------|--|--|----------|
| Batch: 746 | 1 | 11 | Bloomington Paint & Wallpaper | Sites - paint for box's | 350.45 |
| | 2 | 35 | Cassady Electrical Contractors, Inc | S Walnut: repair on floodlights, pole flag lights | 812.28 |
| | 3 | 503 | Ken's Westside Service & Towing | RRC: 2012 freightliner—clamps, gaskets, sensors and DPF filters | 3,934.66 |
| | 4 | 502 | German American - VISA | RRC: Sand Admin: Federal Focus luncheon, 2023 Legislative preview registration Landfill: Waterwaste permits, internet svr | 263.26 |
| | 5 | 64 | Koorsen Fire & Security Inc | HHW: semi-annual inspection on HHW sprinkler system | 252.60 |
| | 6 | 417 | Lambert Consulting | Community outreach: 1/1 - 12/21/23 Web hosting | 1,250.00 |
| | 7 | 82 | NuGenesis, Inc | HHW: disposal recycling of refrigerator, AC units, freezers | 1,085.00 |
| | 8 | 88 | ProLift Industrial Equipment Co., Inc. | RRC: bobcat repair & maintenance | 665.75 |
| | 9 | 75 | Regional Services Corp | Landfill: June-Nov engineering expense | 220.00 |
| | 10 | 216 | Scott's Termite & Pest Control | Mthly: admin & recycling ctr svr | 90.00 |
| | 11 | 431 | Staples Business Credit | Dept's office supplies: sharpies, binder clips, earphones and annual membership | 395.53 |
| | 12 | 307 | Production House | Community outreach: pre-pay - production of 2 (30 second's) commerical spots | 1,500.00 |
| Grand Total: | | | | 10,819.53 | |

Tom McGlasson

From: Cheryl Munson <cmunson@co.monroe.in.us>
Sent: Wednesday, January 4, 2023 3:23 PM
To: Tom McGlasson; Isabel Piedmont-Smith; Penny Githens; Julie Thomas; hamiltoj@bloomington.in.gov; Lee Jones; Dan Swafford
Cc: Holly DeWar; Connie Hudson
Subject: Re: Claims For Approval

Dear Tom,

I have no questions about these claims. If there are no questions from others they should be paid in time to avoid late charges, under my signature as needed.

Thank you,
Cheryl

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

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

From: Tom McGlasson <tmcglass@mcswmd.org>
Sent: Wednesday, January 4, 2023 12:15 PM
To: Cheryl Munson; Isabel Piedmont-Smith; Penny Githens; Julie Thomas; hamiltoj@bloomington.in.gov; Lee Jones; Dan Swafford
Cc: Holly DeWar; Connie Hudson
Subject: Claims For Approval

Members of the Board,

In order to avoid potential late charges on some invoices, we have processed accounts payable claims this week. The attached file contains 2 claims dockets: 1 for regular accounts payable claims in the amount of \$10,819.53; and 1 for the February debt service payment in the amount of \$153,185.00. Please let me know if you have any questions.

Tom

Tom McGlasson Jr.
Executive Director
Monroe County Solid Waste Management District
3400 S. Walnut St.
Bloomington, IN 47401
812-349-2869



MEMORANDUM

TO: MCSWMD Board of Directors
DATE: January 6, 2023
FROM: Tom McGlasson Jr.
SUBJECT: Resolution 2023-01 – A Resolution to Amend Resolution 2022-13 Ordinance for Fixing Salaries for Calendar Year 2023

After the last payroll for 2022 was processed, an error was discovered which impacted two (2) employees. When the District decided to close its facilities on December 23, 2022 due to weather, District policy calls for employees scheduled to work that day to receive administrative leave pay for the hours they were scheduled to work. Unfortunately, two (2) employees did not receive the administrative leave pay they were due, and this was not caught when the payroll was being processed even though normal procedures were followed and the payroll was reviewed by multiple staff members before being finalized.

Compounding the issue is the fact that this was the last payroll of the FY 2022, and upon completion, our accounting software vendor was asked to close out payroll for 2022 so that it could be set up for 2023. This meant that when the error was discovered, there was no way to provide compensation for the missing hours and have that applied to FY 2022.

One (1) of the impacted employees is paid hourly, and compensating them for the missed hours in 2023 can be done within the existing budget and salary ordinance. However, the other employee is salaried (Executive Director), thus providing this compensation in 2023 would exceed the salary limit established in the 2023 salary ordinance.

Therefore, staff is asking that the Board amend the salary ordinance to increase the Executive Director's salary by the amount necessary to allow them to be compensated for the missing hours.

For reference, the maximum fixed salary for the Executive Director established via Resolution 2022-13 is \$71,814.41.

Resolution 2023 – 01

A Resolution to Amend Resolution 2022-13 Ordinance for Fixing Salaries for Calendar year 2023

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 required to follow regular budgeting procedures per IC 13-21-3-12; and

WHEREAS, the District Board of Directors approved a budget for fiscal year 2023 which was subsequently adopted by the Monroe County Council on October 18, 2022; and

WHEREAS, the District Board of Directors established maximum fixed wages for all District staff positions based on the adopted 2023 budget with Resolution 2022-13 Ordinance for Fixing Salaries for Calendar Year 2023 adopted on November 16, 2022; and

WHEREAS, an error was discovered in the last payroll processed for the fiscal year 2022 which could not be corrected and applied to fiscal year 2022; and

WHEREAS, said error resulted in the Executive Director, a salaried employee, not being compensated for eight (8) hours of administrative leave for the pay period ending December 24, 2022.

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

1. Resolution 2022-13 Ordinance for Fixing Salaries for Calendar Year 2023 be amended to increase the Executive Directors maximum fixed salary by \$254.56, which is equivalent to eight (8) paid hours at the prescribed 2022 hourly rate of \$31.82.
2. The amended Resolution 2022-13 Ordinance for Fixing Salaries for Calendar Year 2023 provides for maximum fixed wages for all District staffing positions as follows:

Resolution 2023 – 01

A Resolution to Amend Resolution 2022-13 Ordinance for Fixing Salaries for Calendar year 2023

| <u>Department / Position</u> | <u>2023 Maximum Fixed</u> |
|--|----------------------------------|
| <u>Administration (01)</u> | |
| Executive Director | \$72,068.97 |
| Community Outreach Coordinator | \$47,538.95 |
| Waste Reduction Specialist | \$19.50/hour |
| Office Manager - Hourly | \$20.19/hour |
| <u>Recycling Center (04)</u> | |
| Operations Director | \$58,655.75 |
| Recycling & Reuse Coordinator – Hourly | \$19.89/hour |
| GBN Coordinator – Hourly | \$18.37/hour |
| Truck Driver I – Hourly | \$17.09/hour |
| Truck Driver II – Hourly | \$16.82/hour |
| Material Handler I – Hourly | \$16.71/hour |
| Material Handler II – Hourly | \$16.60/hour |
| <u>Hazardous Material Facility (05)</u> | |
| HazMat Tech I – Hourly | \$16.71/hour |
| HazMat Tech II – Hourly | \$16.60/hour |
| <u>Recycling Stations (06)</u> | |
| Site operators (8) – Hourly | \$16.44/hour |
| Site Operators Backup (5) – Hourly | \$16.28/hour |
| <u>Environmental Compliance & Safety (08)</u> | |
| Landfill, Environmental Compliance Director | \$54,000.00 |
| Environmental Compliance Inspector | \$47,000.00 |
| Compliance, HHW, & Landfill Support Staff | \$16.50/hour |
| <u>Accounting (15)</u> | |
| Financial Controller - Hourly | \$27.23/hour |

Resolution 2023 – 01

A Resolution to Amend Resolution 2022-13 Ordinance for Fixing Salaries for Calendar year 2023

So voted on this 12th day of January, 2023 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: January 6, 2023

FROM: Tom McGlasson Jr.

SUBJECT: Resolution 2023-02 – A Resolution to Replace Resolution 90-1 To Establish a Citizens Advisory Committee for the MCSWMD

The recent discussions concerning the CAC membership and members meeting attendance records led to staff reviewing Resolution 90-1 establishing the CAC and the Indiana Code governing solid waste management districts CACs. During this review it was noted that the Indiana Code cited in Resolution 90-1 has been repealed and replaced, and that the resolution stipulates a minimum number of members.

Staff, the current CAC Chair and District legal counsel have discussed these noted issues and came to the following conclusions:

1. Due to the change in the Indiana Code, Resolution 90-1 at least needs to be updated to cite the currently applicable statute. Additionally, due to repeal and replacement of IC 13-9.5-2-10, the established criteria for a solid waste district CAC may have changed.
2. Due to foreseeable circumstances beyond the control of the Board of Directors that could result in membership of the CAC being below the established minimum of seven (7), this requirement should be removed.

Therefore, Resolution 2023-01 was drafted to supersede and replace Resolution 90-1.
Resolution 2023-01:

- a) Removes the minimum number of members requirement.
- b) Incorporates the components of Resolution 90-1 still relevant to the CAC and not contradictory to IC 13-21-3-11, which currently governs CACs.
- c) Incorporates the requirements outlined in IC 13-21-3-11.
- d) Specifically identifies the Executive Director as and Ex-Officio (non-voting) member.
- e) Specifically calls for the CAC to participate in any review and revision of the Solid Waste Management Plan.

IC 13-21-3-11 Citizen solid waste management advisory committee; membership; functions

Sec. 11. (a) The board of each district shall appoint and convene a solid waste management advisory committee of citizens not later than thirty (30) days after the board has been established. The committee must include the following:

- (1) Representatives of the solid waste management industry operating in the district.
- (2) Representatives of the environmental community and other citizens who are:
 - (A) knowledgeable about and interested in environmental issues; and
 - (B) not employed directly or indirectly by the solid waste management industry.

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

(c) In the resolution establishing an advisory committee, the board shall specify the terms of the members and the purposes of the committee. Each advisory committee shall do the following:

- (1) Study the subjects and problems specified by the board and recommend to the board additional problems in need of study and discussion.
- (2) If invited by the board to do so, participate, without the right to vote, in the deliberations of the board.
- (d) An advisory committee shall report only to the board. Reports of the committee must:
 - (1) accompany a final district plan when the plan is submitted to the commissioner under [IC 13-21-5](#); and
 - (2) be made available to members of the public.

(e) An advisory committee may choose to study and report on matters that are not specified by the board if the committee determines a study is warranted.

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

(g) An advisory committee shall do the following:

- (1) Meet after the first publication of the district's proposed annual budget.
- (2) Submit written comments concerning the proposed budget at a public hearing that is held to review the proposed budget.

[Pre-1996 Recodification Citation: 13-9.5-2-10.]

As added by P.L.1-1996, SEC.11.

Resolution 2023 – 02

A Resolution to Replace Resolution 90-1 To Establish a Citizens Advisory Committee for the Monroe County Solid Waste Management District

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 Board of Directors is required by IC 13-21-3-11(a) to establish a Citizens Advisory Committee (CAC) and appoint its members; and

WHEREAS, the District Board of Directors established a CAC via Resolution 90-1 adopted on June 27, 1990; and

WHEREAS, changes to the Indiana Code have nullified the Code citation in Resolution 90-1; and

WHEREAS, the District's CAC is an active and engaged committee that continues to provide relevant and valued input and assistance to the District and its Board of Directors; and

WHEREAS, the District Board of Directors desires a CAC that functions efficiently and effectively in accordance with the criteria outlined in IC 13-21-3-11.

NOW, THEREFORE, the District Board of Directors hereby resolves and adopts the following concerning its established Citizens Advisory Committee, and that this Resolution 2023-01 supersedes Resolution 90-1:

1. A Citizens Advisory Committee (CAC) is hereby established pursuant to IC 13-21-3-11
 - a. The CAC shall consist of not more than fifteen (15) citizens of Monroe County who are:
 - i. Representatives of the solid waste management industry operating in Monroe County; and
 - ii. Representatives of the environmental community and other citizens who are knowledgeable about and interested in environmental issues, but not employed directly or indirectly by the solid waste management industry.
 - b. The District Executive Director shall be an "ex-officio" (non-voting) member.
 - c. Additional "ex-officio" (non-voting) members may be appointed as the Board deems appropriate. These members do not count toward the established maximum of fifteen (15) members.
 - d. Not more than fifty percent (50%) of the membership may be comprised of representatives of the solid waste management industry.
 - e. All members must be residents of Monroe County, Indiana.
 - f. The terms of each member shall expire on December 31st of each year.
 - i. However, all members serve at the pleasure of the Board
2. The CAC shall:
 - a. Report only to the Board of Directors.

Resolution 2023 – 02

A Resolution to Replace Resolution 90-1 To Establish a Citizens Advisory Committee for the Monroe County Solid Waste Management District

- i. Reports of the CAC must accompany a final District plan when the plan is submitted to IDEM under IC 13-21-5.
 - ii. Reports of the CAC must be made available to members of the public.
 - b. Meet regularly at an interval determined by the CAC that:
 - i. At least meets the requirements of IC 13-21-3-11; and
 - ii. Allows the CAC to provide to the Board, in a timely and efficient manner, any and all reports, comments, and/or information requested by the Board.
 - c. Participate in any review and revision of the Solid Waste Management Plan.
 - d. Study the subjects and problems specified by the Board.
 - e. Recommend to the Board additional problems in need to study and discussion.
 - f. When invited by the Board to do so, participate, without the right to vote, in deliberations of the Board.
 - g. Meet after the first publication of the District's proposed annual budget and submit written comments concerning the proposed budget at a public hearing that is held to review the proposed budget.
3. The CAC may choose to study and report on matters that are not specified by the Board if the committee determines a study is warranted.
4. The CAC and the Board shall conduct at least two (2) joint meetings each calendar year to discuss current and future issues.
 - a. The CAC shall submit into the record at the next meeting of the Board advice on the topics discussed at the joint meeting.

Resolution 2023 – 02

A Resolution to Replace Resolution 90-1 To Establish a Citizens Advisory Committee for the
Monroe County Solid Waste Management District

So voted on this 12th day of January, 2023 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 2023 – 02

A Resolution to Replace Resolution 90-1 To Establish a Citizens Advisory Committee
for the Monroe County Solid Waste Management District

Page **3** of **3**

Monroe County Indiana Solid Waste Management District



MEMORANDUM

TO: MCSWMD Executive Committee
DATE: January 6, 2023
FROM: Tom McGlasson Jr.
SUBJECT: Annual Appointments to the Citizens Advisory Committee for 2023

The Monroe County Solid Waste Management District Citizens Advisory Committee (CAC) was established by Resolution 90-1. Per this resolution, CAC members terms expire on December 31st of each year and thus the membership must be reappointed on an annual basis. Resolution 90-1 also establishes the minimum number of members to be seven (7) and the maximum number of members to be fifteen (15). Resolution 2023-01, previously addressed at this meeting, and if adopted by the Board, would supersede and replace Resolution 90-1 if adopted. However, both resolutions call for member's terms to end on December 31st of each year, so the membership must be re-appointed for each calendar year.

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

Monroe County Indiana Solid Waste Management District



MEMORANDUM

TO: MCSWMD Executive Committee
DATE: January 6, 2023
FROM: Tom McGlasson Jr.
SUBJECT: Review of Membership Status of Nelson Shaffer

Please recall that at the November 10, 2022 Board meeting, the CAC asked the Board to review the attendance record of member Nelson Shaffer and consider if he was meeting his obligation to the committee.

The CAC Chairperson provided a report to the Board reviewing the meeting attendance guidelines in the CAC Bylaws, and the attendance record of Mr. Shaffer for 2022 and 2023 to date. Mr. Shaffer stated his desire to remain on the CAC and committed to improving his meeting attendance.

After discussion, the Board voted to have this issue brought back at the January 12, 2023 meeting for consideration.

Mr. Shaffer indicated via email that he would be in attendance at the November 17, 2022 CAC meeting, however, he did not attend this meeting. The December 15, 2022 CAC meeting was canceled due to a lack of agenda items.

Monroe County Indiana Solid Waste Management District



MEMORANDUM

TO: MCSWMD Board of Directors
DATE: January 6, 2023
FROM: Tom McGlasson Jr.
SUBJECT: Re-Appointment to the CAC Membership for 2023

The following current members of the CAC have requested to be re-appointed for 2023:

John Arnold, Monroe County Resident
Ryan Conway, Waste Industry Representative
Ryan Edwards, Monroe County Resident
Brad Lucas, Monroe County Resident
Nelson Shaffer, Monroe County Resident
Paul White Sr., Monroe County Resident
Joseph Wynia, Monroe County Resident

Tom McGlasson Jr.
Executive Director
Monroe County Solid Waste Management District
3400 S. Walnut St.
Bloomington, IN 47401
812-349-2869

Mr. McGlasson,

Please accept my application to join the Citizen's Advisory Committee for the Monroe County SWD. My wife Theresa and I moved to Monroe County in February 2022 after living in Southwestern Ohio previously, and I'm always looking for ways to be involved in our community. I've been employed by Rumpke Waste and Recycling for 19 years, and am currently serving as the District Manager for Monroe County. I have been in the waste and recycling industry for 31 years and feel my experience would be beneficial for the Committee. If you need any follow up information, please do not hesitate to reach out to me.

Sincerely,

William Goins

William Goins

District Manager

Rumpke Waste and Recycling

Monroe County, IN

513-470-0117 cell

812-372-1225 ext 7800 office

Web: www.rumpke.com