

**RECYCLING & WASTE REDUCTION DISTRICT
BOARD OF DIRECTORS MEETING
MINUTES
February 16, 2016**

Members Present: Portage City Council Member Sue Lynch, Kouts Town Council Member James Murphy, Portage Mayor James Snyder, Commissioner Laura Blaney, Commissioner Jeff Good

Staff: Therese Davis, Dawn Garmon, Jeannie McCall, Steve Dolak, Donna Stuckert, Tom Buford

CAC Members: Walt Breitingner, Duane Davison, Neil Samahon

Others: District Attorney Clay Patton, Joe Calhoun

Absent: Commissioner John Evans, County Council Member Karen Conover

Council Member Lynch brought the meeting to order at 3:35.

Pledge of Allegiance was recited.

REORGANIZATION

Chair

Commissioner Blaney nominated **Portage City Council Member Sue Lynch** to remain as Chair. **Commissioner Good** seconded, motion carried unanimously.

Vice-Chair

Commissioner Blaney nominated **County Council Member Karen Conover** to remain as Chair. **Commissioner Good** seconded, motion carried unanimously.

HHW

Ms. Davis explained that one of the **Board** members or chair was on the HHW Interlocal **Board**. Currently, **Kouts Town Council Member James Murphy** held that position, however, he had shared that he would not be able to fulfil those duties in the future.

Commissioner Good nominated **Portage City Council Member Sue Lynch**. **Mayor Snyder** seconded, motion carried unanimously.

Roll call of the Board and CAC was then taken.

APPROVAL OF MINUTES & FINANCIALS

Minutes – December 2015

Mayor Snyder made a motion to approve the minutes. **Commissioner Good** seconded, motion carried unanimously.

Financials – January 2016

Mayor Snyder made a motion to approve the financials. **Commissioner Good** seconded, motion carried unanimously.

ORDINANCES AND RESOLUTIONS

Resolution 2016-01 – Encumbrances

Mayor Snyder made a motion to approve resolution 2016-01. **Commissioner Blaney** seconded, motion carried unanimously.

Resolution 2016-02 – Temporary Provision for Electronics Collection

Ms. Davis explained that the temporary provision allows the **District** to engage in a temporary contract for electronics collection until the **District** had more of a handle on what the cost would be for the electronics collection program.

Mayor Snyder made a motion to approve the temporary provision for electronics. **Town Council member Murphy** seconded. **Commissioner Good** questioned the terms of the contract. **Attorney Patton** stated that it would be a month-to-month provision to the contract.

NEW BUSINESS

Internal Controls

Ms. Davis explained that all political subdivisions of the State of Indiana had to adopt internal controls by June 30, 2016.

MOUs with Municipalities for Electronic Waste Collection – Portage, Porter, Valparaiso

Ms. Davis stated that in keeping with making written documents of the **District** relationships, she had been proactive and produced a MOU regarding how electronics were handled. The one in the **Board** packet was with Portage. There would be a similar document with the Town of Porter, because they were a public collection site as well as the City of Valparaiso for the Valparaiso compost site collection area. The premise was to say this was costing something and to help be as efficient as possible if there were some expectations. It was to start the discussion for the program the **District** was providing.

Commissioner Good stated it was a good start; however it may need to be refined as to the MOUs stating no cost to the municipalities. He felt that was a little premature since the **District** did not yet know how the price was going to shake out.

Ms. Davis stated that to build on the discussion from the last **Board** meeting she had met with the City of Valparaiso, Portage, and Porter to talk about the feasibility of those municipalities to pass on the cost. It was determined that at this time it was cost prohibitive.

Water Quality Education Grant

Ms. Davis stated that the **District** did apply for and received approval for a Lake Michigan Coastal Grant Program fund of about \$30,000 for water quality. That would mean getting more rain barrels out to the community, more rain barrel events; it would include a water scape interactive mobile tool that could be used by the **District** and all MS4 entities. That would be predicated on federal funds going to the Lake Michigan Coastal Grant program and then being allocated to the **District**. The **District** buy-in would be in-kind, which would be the **District** educator hours, administrative hours and such. There may also be actual dollars from the **District** other than hours of maybe about \$2,000.

Commissioner Good stated that with the Storm Water mandate one of the components is education. They were looking at a website and newsletter. There may be an

opportunity for the **District** to work with the Storm Water Board on producing the piece it will be putting out. He continued that he saw some similarities and some cross utilization that both entities could benefit from.

Council Member Lynch also stated that the City of Portage also has a newsletter and are always accepting articles for that.

2016 Calendar

Ms. Davis explained that the **District** calendar was included in the agenda packet and had the HHW collection events, Earth Day Event, compost site info. The calendar will be distributed to municipalities at their city halls and town halls.

Mayor Snyder discussed an RFP from Republic Services. **Ms. Davis** explained that the previous week the **District** had been approached by Republic Industries to see if they might be able to participate in bidding for the electronics collection. **Ms. Davis** had asked **Attorney Patton**, since it was all public documents and the **District** was not in a contract, would it be alright for them to come back with some pricing.

Mayor Snyder made a motion to give **Ms. Davis** the option to reject all bids for the electronics and rebid the process if she so chose. **Commissioner Blaney** seconded, motion carried unanimously.

OLD BUSINESS

Ms. Davis updated the **Board** regarding two pieces of legislation. SB-88 was a restructuring of how **Districts** were funded. That bill died. SB-366 could impact the **Districts**. The lobbying group for the **Districts** was Association of Indiana Solid Waste Management Districts. The bill as it currently stood would call for the resolution of all districts.

Mr. Davison stated that he hoped the **Board** would be supportive of the **District** efforts for Porter County. He also invited the **Board** to come to and participate in the Earth Day event put on by the **District** on April 16, 2016.

ANNOUNCEMENTS

Next Board meeting – April 19, 2016, at 3:30 pm

ADJOURNMENT

There being no further business, **Commissioner Good** made a motion to adjourn the meeting. **Commissioner Blaney** seconded, motion carried unanimously. The meeting adjourned at 4:35.