

**RECYCLING & WASTE REDUCTION DISTRICT
BOARD OF DIRECTORS MEETING
MINUTES
January 20, 2015**

Members Present: Chair Sue Lynch, Vice-Chair Karen Conover,
Representative James Murphy, Commissioner Jeff Good,
Commissioner Laura Blaney

Members Absent: Commissioner John Evans, Mayor Jim Snyder,

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

CAC Members: Walt Breitinger, Duane Davison, Kathy Matthew, Dave Peeler, Neil
Samahon, Jeanette Hicks

OTHERS: District Attorney Clay Patton, Gloria Potter, Tom Murphy, Kathy
Sipple, Rob Klett, Tim Huizenga: Huizenga-Vermeer Equipment,
Jesse Garber: Columbia Equipment

Chair Lynch brought the meeting to order at 3:30 with the reciting of the Pledge of
Allegiance.

Roll call of the **Board** was then taken.

REORGANIZATION

Chair

Vice-Chair Conover nominated **Sue Lynch** to remain as **Chair of the Board**.
Representative Murphy seconded, motion carried unanimously.

Vice-Chair

Commissioner Blaney nominated **Karen Conover** to remain as **Vice-Chair of the
Board**. **Chair Lynch** seconded, motion carried unanimously.

HHW Board

Chair Lynch nominated **Representative Murphy**. **Commissioner Good** seconded,
motion carried unanimously.

APPROVAL OF MINUTES & FINANCIALS

Minutes – July, August, September

Vice-Chair Conover made a motion to approve the minutes. **Representative Murphy**
seconded, motion carried unanimously.

Financials – December 2014

Vice-Chair Conover made a motion to approve the financials. **Representative Murphy**
seconded, motion carried unanimously.

ORDINANCES/RESOLUTIONS

Resolution 2015-01 Encumbrances

Vice-Chair Conover made a motion to approve the encumbrances. **Commissioner
Good** seconded, motion carried unanimously.

Resolution 2015-02 Year End Transfers

Vice-Chair Conover made a motion to approve the year end transfers. **Representative Murphy** seconded, motion carried unanimously.

OLD BUSINESS

Strategic Plan Update

Ms. Davis stated that she was working on a format of updating the strategic plan and hoped to present it to the **Board** for their input and approval of a final document. The goal was to work toward a five year.

She added that legislation was being considered limiting **Districts** from entering into contractual agreements. That legislation would require the county commissioners to adopt all contracts for the Solid Waste Districts. There was also legislation being considered to dissolve inactive Districts.

NEW BUSINESS

Master Recyclers – Recognition of recently certified MR

Ms. Davis stated that there were four master recyclers in attendance at the meeting that were from the first Master Recyclers class in the spring of 2014. **Ms. Davis** explained that after the class time, 30 hours of service time was required to achieve the Master Recycler certification. The four attendees had met that requirement and would be presented with their certification at the meeting. The four recipients were Tom Murphy who had previously received his Master Recycler certification, Rob Klett, Kathy Sipple, and Gloria Potter. Some of the ways in which these Master Recyclers achieved their service hours to complete their certificate requirements were by: vermi-composting, presentations to church groups which included starting recycling programs, work on adopt-a-county road, handing out information and answering questions at Master Gardeners' event, farmers markets, and handing out surveys at the compost site. **Chair Lynch** expressed the appreciation of the **Board** for their participation in the program.

Bids for Tub Grinder

Two bids had been received. Those were from Vermeer for \$774,483 and Columbia Equipment for \$780,700. The current cost to have material ground was \$70-80,000 for Valparaiso, Chesterton and the **District** alone. Portage was spending about \$200,000 currently. **Ms. Davis** was asking the **Board** for permission for the staff to review the bids according to criteria that had been established by the **District**.

Questions were asked regarding storage of the equipment, and shared cost by the other municipalities where the equipment is to be used.

Vice-Chair Conover made a motion to take the bids under advisement. **Commissioner Good** seconded. The motion passed unanimously.

User Fee Collection Agreement – Porter County Treasurer, Auditor and Commissioners

Ms. Davis explained that the user fee was billed and collected through the tax bill as a special assessment. The agreement was to help those offices with equipment, personnel cost, or other tools that may be needed. **Ms. Davis** would present that document to the **Board** at the next meeting. The **District** would also pay Low for any additional fees that

were incurred for the programming change for the Solid Waste Fee being charged to businesses.

Ms. Davis further stated that she was hopeful a **Board** meeting could be held in February to discuss the tub grinder and also to adopt the User Fee Collection Agreement.

Facebook Upgrade

Kurt Ellis, who works with the county offices on their Facebook pages had shared with the **District** that it made sense for the Facebook page to change to Recycle Porter County. **Ms. Davis** was asking the **Board** for a signed letter giving Kurt Ellis permission to work on the **District** behalf to change the name on the Facebook page to Recycle Porter County. Also, as part of what was budgeted for, Donna Stuckert was working with a marketing group to revamp the **District** web site.

2015 Earth Day Preview

Ms. Davis stated that Earth Day would be April 18 at the Expo Center. There would be the rain barrel painting contest again, which was a regional event with some Lake and Laporte County schools, along with Porter County schools, participating. There would be a recycled art contest. There would also be a used bicycle and bicycle parts drive held that day through Working Bikes. They refurbish used bikes and distribute them to needy communities whether they are in the United States or Third World Countries.

Determine 2015 Schedule

Ms. Davis stated that normally in the past the Board had followed the same schedule as the commissioners' meetings, being the 3rd Tuesday of the month and would be in January, April, July and October and special meetings for any business that was necessary in between. That would make the meetings April 21, July 21, and October 20, all at 3:30 p.m. She further asked for a meeting in February to review the tub grinder bids and the User Fee Collection Agreement. That schedule was agreed to by all. They also agreed to hold a meeting on February 18 at 12:00 p.m.

CITIZEN ADVISORY COMMITTEE COMMENTS

Mr. Davison stated that on behalf of the **CAC** he wanted to welcome **Commissioner Good** to the **Board**. In wrapping up 2014 he thanked the **Board** for investing in the **District** by way of some funding increases. He also made mention of some friendly reminders of information the **CAC** had requested regarding a matrix of communities that do recycling with specifics as best as could be determined with percentages. Then secondly, hopefully the **Board** would draft a letter to all of the waste haulers operating in Porter County and remind them of their responsibilities and obligations to offer recycling. He also invited all of the **Board** to the **CAC** meetings and to join the Master Recyclers tours that are very informative and requested the **Board** presence at the Earth Day Event. Finally he asked that the **CAC** vacancy be filled.

Attorney Patton stated that the **CAC** appointments are made by the **Board** not necessarily by individual **Board** Members, although that was how it had been done in the past. So, if the **Board** so chose without a recommendation from an individual **Board** member, the **Board** could come up with their own recommendation and appointee. Members of the **Board** would speak with **Commissioner Evans** to find out if he had someone he wanted to nominate, otherwise the **Board** may be able to find a suitable recommendation.

Chair Lynch expressed the **Board's** gratitude to the **CAC** for all the hard work they do.

ANNOUNCEMENTS

The next meeting would be February 18, 2015 at 12:00 pm.

ADJOURNMENT

There being no further business **Vice-Chair Conover** made a motion to adjourn the meeting. **Commissioner Good** seconded, motion carried unanimously.

The meeting adjourned at 4:55 p.m.