

CARROLL COUNTY SOLID WASTE MANAGEMENT COMMISSION
EXECUTIVE BOARD MEETING--UNOFFICIAL MINUTES

December 11, 2018

- The meeting was called to order at 8:00 a.m. by Chairman Marty Danzer, in the office of the Carroll County Recycling Center. Others in attendance were Harvey Dales, City of Manning; Jeff Anthofer, City of Coon Rapids; Mike Schwabe, City of Breda; and Dr. Eric Jensen, City of Carroll. Also attending were Mary Wittry, Director; Dan Halbur, Office Manager; and Richard Ruggles, Carroll County Supervisor.
- Agenda: Dales made the motion to approve the agenda and Schwabe seconded. Motion carried, all voting aye.
- Dales made the motion and Dr. Jensen seconded to approve the minutes of the Executive Board Meeting on November 13, 2018. Motion carried, all voting aye.
- Maintenance building update: Wittry updated the board on change orders and services performed on pay application #6.
- Dales reviewed the Bills Payable--see attached. Wittry went over the following: All Pro Door--\$2080.00—new springs on overhead door; Bauer Built--\$587.45—tire sections on loader; Clark Equipment--\$31623.20—new Bobcat; Foth--\$18824.62—general, groundwater, cell 5B/C and maintenance building; MasterCard--\$1231.65—defibrillator; Metro Waste Authority --\$4787.68— hazardous waste program; Office Stop--\$649.05—prepaid envelopes; Olsen, Muhlbauer & Co --\$12450.00—audit; Stone Printing--\$602.96—scale tickets; Ziegler--\$9376.82—repairs. Dales made the motion and Dr. Jensen seconded to approve the bills as presented. Motion carried, all voting aye.
- Halbur presented the financial report --see attached. Dales made the motion and Schwabe seconded to approve the financial report as presented. Motion carried, all voting aye.
- Discussion/approval engineering and design of Recycling Center upgrade. Wittry discussed Foth's agreement for professional services for planning and spec's, bidding, and construction quality assurance. Schwabe made the motion and Anthofer seconded to approve Foth's proposal of \$95000 for engineering and design of the Recycling Center upgrade.
- Wittry presented the proposed amended budget for 2018-2019. Anthofer made the motion and Schwabe seconded to approve the proposed amended budget for 2018-2019 as presented. Motion carried, all voting aye.
- Wittry presented the proposed budget for 2019-2020. This budget includes no increase to tipping fees or assessments. Dales made the motion and Dr. Jensen seconded to approve the proposed budget for 2019-2020 with a 4% salary increase. Motion carried, all voting aye.

- Transportation of inmates. Wittry discussed recommendations by Chris Polking prior to transporting inmates. More information will be brought forth at the January meeting. No action taken.
- 5B/6 construction update: Wittry updated the board on a change order and progress of the dirt work.
- Recycling update: Prices held steady from last month and products continue to move.
- Other: Wittry and board members thanked Danzer for his years of service.
- Next meeting date: **Executive Board on Wednesday, January 9, 2019 at 5:30 p.m.**
Annual Meeting on Wednesday,
January 9, 2018 at 7:00 p.m.
- Schwabe made the motion and Dales seconded to adjourn the meeting at 9:38 a.m. Motion carried, all voting aye.

Respectfully submitted by:

Dan Halbur