

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

March 17, 2020

1. The meeting was called to order at 7:04 a.m. by Chairman Jeff Anthofer at the Carroll County Recycling Center. Others in attendance were Dr. Eric Jensen, City of Carroll; Rich Ruggles, County Supervisor; Harvey Dales, City of Manning; Dan Snyder, Mayor of Breda. Also attending were Mary Wittry, Director; Cathy Toms, Office Manager and Karen Monical, Education Coordinator.
2. Dales moved and Ruggles second to approve the agenda with the COVID 19 virus added under other. Motion carried, all voting aye.
3. Dales moved and Jensen seconded to approve the minutes of the February 18, 2020 meeting. Motion carried, all voting aye.
4. Dales reviewed the Bills Payable-see attached, Wittry went over the following bills: Decker Equipment--\$996.86 recycling supplies; Foth Infrastructure and Environment--\$34,664.04 engineering, lifecycle update, facility plan and annual groundwater reports; Recycle Away--\$5,955.81 park recycle bins. Dales moved and Jensen seconded to approve the bills as presented. Motion carried, all voting aye.
5. Wittry presented the financial report—see attached. Ruggles moved and Snyder seconded to accept the financial report as presented. Motion carried, all voting aye.
6. Wittry is working with Puck Enterprise and Foth on leachate treatment options for BOD's. Puck Enterprise will submit a proposal to the Board for evaluation.
7. Staff will be asked to complete an evaluation form on director. Anthofer will receive the sealed envelopes and tabulate the results for presentation at the April meeting.
8. Environmental Management System (EMS) update—No new grant application to apply for at this time. It will be re-evaluated before the next grant cut off on November 1, 2020. The internal audit is scheduled for April 16, 2020 and the external DNR audit on May 14, 2020. These dates are pending on the COVID 19 virus.
9. Quotes for rock needed for the landfill road will be an April agenda item. Staff recommended that when the wind is excessive and unsafe for customers and staff that the landfill is closed to all customers. The board agrees for safety purposes that the landfill will be closed for all traffic on excessive wind days. Wittry will communicate with customers when the landfill is being closed.
10. Market prices for processed recyclable materials are at all-time lows and newsprint is very difficult to move. No inmate labor is available due to COVID 19. Staff is considering other options for sorting and litter pickup.
11. Board consensus was too close to the general public for all drop-off services until April 1, 2020 and re-evaluate at that time. All charge customers will be able to use the services provided by the Commission with the office being closed to all traffic. Next meeting date: April 14, 2020
12. Ruggles moved and Dales seconded, to adjourn the meeting at 8:07 a.m. Motion carried, all voting aye.

Respectfully submitted:

Cathy Toms