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

October 12, 2021

1. The meeting was called to order at 6:32 a.m. by Chair Jeff Anthofer, Mayor of Coon Rapids at the Carroll County Recycling Center. Others in attendance were: Scott Johnson, Carroll County Board of Supervisor; Dan Snyder, City of Breda; Dr. Eric Jensen, Mayor of Carroll; Harvey Dales, City of Manning; Mary Wittry, Director; Cathy Toms, Office Manager; and Lynn Wuekber, Landfill Operator.
2. Dales moved and Dr. Jensen seconded to approve the agenda as presented. Motion carried, all voting aye.
3. Johnson moved and Snyder seconded to approve the minutes of the September 14, 2021 meeting as presented. Motion carried, all voting aye.
4. Harvey Dales reviewed the bills payable -see attached. Wittry discussed the following bills: Foth Infrastructure and Environment –$8.970.85, general consulting, Eastern area sampling, and Western expansion sampling; Silverstone - $2,500, Post-retirement medical analysis; Office Stop - $782.22, office supplies and scale tickets; and Ziegler – $3,381.90, parts and preventative maintenance. Dales moved and Dr. Jensen seconded the approve the bills as presented. Motion carried, all voting aye.
5. Wittry presented the financial report, review of set aside accounts and market prices. Dales moved and Snyder seconded to approve the financial report, review of set aside accounts and market prices as presented. Motion carried, all voting aye.
6. Nathan Minkel, CPA with Bowman & Miller, P.C. presented a draft of the audit for 2020-2021. The audit will be approved at the November meeting.
7. Wittry reported that the Department of Natural Resources Legal Department has approved the environmental covenant and the paperwork needed to complete the covenant will arrive soon.
8. Snyder moved and Dr. Jensen seconded to approve a lease agreement with current renter at the recommended cash rent per acre. Motion carried, all voting aye.
9. Two grants have been submitted for the purchase of a new baler/conveyor to bale plastics from the sorting line. More information will be provided at a later date.
10. Policy manual revisions will be discussed at an upcoming meeting.
11. Lynn Wuebker was awarded the ISOSWO Professional Achievement Award – Landfill Operator at the at the solid waste management conference held in Cedar Rapids.
12. An aerial survey is being completed to determine compaction rates and airspace available.
13. Dr. Jensen moved and Johnson seconded to approval the wage recommendations for staff as discussed. Motion carried, all voting aye.
14. The next Executive Board meeting will be Tuesday, November 9, 2021 at 6:30 a.m.
15. Snyder moved and Dales seconded to adjourn the meeting at 7:48 a.m. Motion carried, all voting aye.

Respectfully submitted,

Mary Wittry