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

September 22, 2022

Unofficial Minutes

1. The meeting was called to order at 5:02 p.m. at the Carrollton Inn by Chair Jeff Anthofer, Mayor of Coon Rapids. Others present were Scott Johnson, Carroll County Board of Supervisor; Harvey Dales, City of Manning; Mark Beardmore, Mayor of Carroll; Mary Wittry, Director and Dan Bacehowski and Kate Bartelt, HDR.
2. Dales moved and Johnson seconded to approve the agenda as presented. Motion carried, all voting aye.
3. Beardmore moved and Dales seconded to approve the minutes of the August 9, 2022, meeting as presented. Motion carried, all voting aye.
4. Dales reviewed the bills payable -see attached. Dales moved and Johnson seconded to 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 Johnson seconded to approve the reports as presented. Motion carried, all voting aye.
6. Nate Minkel with Bowman, Miller P.C. updated the Board by phone on the 2021-2022 Statements of Net Position and Cash Flows. No matters of non-compliance were noted. The complete financial audit will be presented at the next Board meeting. No action was taken.
7. The 973K Track loader left France the week of September 12th with delivery in November. The 826K compactor is scheduled for delivery in January 2023. Wittry provided information regarding tire repair expenses last fiscal year and information about purchasing a tire changer machine with staff fixing tires at the landfill equipment building. Johnson moved and Dales seconded to purchase a machine from Northern Tools. Motion carried, all voting aye.
8. Wittry reported that one of the two new hires has resigned. Discussion included the competitive hiring market and employee retention. Dales moved and Johnson seconded to approve the recommendation to increase the hourly wage of three employees. Motion carried, all voting aye.
9. Next Executive Board meeting will be Tuesday, October 11th at 6:30 a.m. at the recycling center.
10. Dan Bacehowski and Kate Bartelt, HDR led a discussion regarding succession planning for 4 key positions. Skill sets, timelines, and responsibilities were discussed. The information will be used to produce a document that will outline steps the Commission will use to hire replacements for the positions. No action taken.
11. Beardmore moved and Johnson seconded to adjourn the meeting at 8:20 p.m. Moton carried.

Respectfully submitted,

Mary Wittry