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

November 14, 2023

Unofficial Minutes

1. The meeting was called to order at 6:32 a.m. at the Recycling Center by Chair Jeff Anthofer, Mayor of Coon Rapids. Others present were Harvey Dales, City of Manning; Mark Beardmore, Mayor of Carroll; Scott Johnson, Board of Supervisor; Dan Snyder, Mayor of Breda; Mary Wittry, Director and Cathy Toms, Office Manager.
2. Johnson moved and Snyder seconded to approve the agenda as presented. Motion carried, all voting aye.
3. Johnson moved and Beardmore seconded to approve the minutes of the October 10, 2023, meeting as presented. Motion carried, all voting aye.
4. Dales reviewed the bills payable -see attached. Dales moved and Beardmore seconded to approve the bills as presented. Motion carried, all voting aye.
5. Toms presented the financial report, review of set aside accounts, market prices and investment account summary. Dales moved and Snyder seconded to approve the reports as presented. Motion carried, all voting aye.
6. The succession planning document was updated with the retirement of the education coordinator and a landfill operator retiring in December 2024. No other changes were made.
7. Johnson moved and Beardmore seconded to approve the FY23 audit. Motion carried, all voting aye.
8. The John Deere Scraper was sold through Purple Wave, an online auction company for $36,000 with the funds placed in the equipment replacement account.
9. The company approved to construct the fence for the 24/7 recycling drop off area will not be completing the fence. Johnson moved and Beardmore seconded to authorize Wittry to find and proceed with the fence project if the quote is within 20% of the last quote. Motion carried, all voting aye.
10. Information was presented for the grinding of the concrete received from the demolition of the sale barn. All crushed concrete will be stored on site and used for Commission operations.
11. The EMS External Audit was completed in October with a commendable comment for staff involvement of projects for FY 24. Staff submitted a grant through the EMS program to conduct a landfill gas feasibility investigation at the landfill. Notice of funding will be received in December.
12. The Commission is open on Saturdays from April through November from 8:00 to 11:00 a.m. Information about the usage of the Saturday operation was discussed. Johnson moved and Beardmore seconded to retain the same hours for Saturdays in 2024. Motion carried, all voting.
13. The landfill permit renewal is currently in the 30-day comment period. When approved, the permit will be through 2029.
14. A temporary full-time production staff member was hired to assist with sorting on the container and paper lines.
15. Next meeting is December 12, 2023, at 6:30 a.m. at the recycling center.
16. Johnson moved and Snyder seconded to adjourn the meeting at 7:45 a.m.

Respectfully submitted,

Mary Wittry