

**CLINTON COUNTY AREA SOLID WASTE AGENCY
JANUARY 21, 2021**

8 PRESENT

Chairman Varner called the meeting to order at 6:30 PM. Roll call was taken; those present were;

Clinton – Schemers
Camanche – Varner
Delmar – Goodall

Clinton County – Determann
Andover – White
Low Moor – Pray

DeWitt – Chrones
Charlotte – Snyder

We have 8 votes present; 5 votes needed for majority and 6 needed for a super majority.

Clinton made a motion to approve the December 10, 2020 minutes. Andover seconded. Motion unanimously carried.

AUDIENCE COMMENTS: Clinton Mayor Scott Maddason thanked the organization with the help in 2020 with the cleanup of the August derecho.

UNANIMOUS CONSENT CALENDAR: Low Moor made a motion to approve the Unanimous Consent Calendar. Clinton County seconded. Motion unanimously carried.

ELECTION OF BOARD OFFICERS FOR 2021: Our 2020 officers were Paul Varner of Camanche as Chair, Brandi Pray of Low Moor as vice-chair, and Tom Determann of the Clinton County Board of Supervisors as Secretary-Treasurer. All three remain on the board. What would the board like to do for officers?

Clinton made a motion to retain the same officers in 2021. DeWitt seconded. Roll call vote was taken.

Clinton – Schemers – Yes
Camanche – Varner - Yes
Delmar – Goodall - Yes

Clinton County – Determann - Yes
Andover – White - Yes
Low Moor – Pray - Yes

DeWitt – Chrones - Yes
Charlotte – Snyder - Yes

Motion passes 8-0. Officers for 2021 will be Paul Varner of Camanche as Chair, Brandi Pray of Low Moor as vice-chair, and Tom Determann of the Clinton County Board of Supervisors as Secretary-Treasurer.

DIRECTOR OF OPERATIONS AND EDUCATION REPORT –

- A.** Board Member Contact Information / E-mail Delivery Sign Up - I am passing along a sheet for board member contact information that has changed. I am also passing along a sign up for e-mail delivery of the agenda and accompanying documents.
- B.** New Board Member Orientation - I have prepared a board member orientation information packet and will continue to refine it. Also new board members, if you have not done so already, please schedule a tour of the facility to help accelerate new board member learning.
- C.** 2020 Calendar Year Landfill Tonnage Update- In 2020 landfill took in 50,832 tons. This virtually flat from the year before, only up about 500 tons.

Clinton asked if the landfill tonnage included recycling. Seward: No.

Clinton requested the 2020 recycling tonnage for the next meeting.

- D.** 2020 Appliance Demanufacturing Figures- in 2020 agency staff demanufactured 1528 appliances. That's up from just over 1251 in 2019 and is much higher than the average amount demanufactured over the past ten years.
- E.** 2020 RCC Usage Figures - In 2020 the RCC served 1296 households. This breaks our record for households served for the second consecutive year. In 2019 the RCC served 1204 households.

- F. Fiscal Year 2020 Audit “Field Work” – The auditor’s staff is conducting field work virtually because of the threat of Covid-19. The field work took place last week and is continuing this week. Files needed by the auditor will be uploaded to the state over the internet.
- G. Legislative Updates – Senate File 18 - Catalytic Converters For Scrap - The bill provides that a scrap metal dealer shall not make a purchase of a catalytic converter detached from a motor vehicle from a person unless the person presents a certification from the automobile repair shop which removed the catalytic converter. Referred to Commerce Committee.

House File 29 - Scenic Byways Litter Fund - This bill creates a scenic byways enhancement fund and appropriates monies in the fund to the department of transportation for the support, development, maintenance, and enhancement, including litter prevention, of scenic byways. For each application for registration or renewal of registration of a motor vehicle, the county treasurer or the DOT is required to request that an applicant make a voluntary contribution of \$1 or more, computed to the nearest whole dollar, to the scenic byways enhancement fund. Referred to Transportation Committee.

ENGINEER SITE REPORT – Evora

- A. Landfill Activities Status - No Report.

Seward did indicate that the new leachate lagoon pump has arrived is here in case we would need it.

Clinton: Are we going to wait for the old pump to die and then rebuild it? Seward: My understanding is that we will wait for it to fail or show signs of failing to replace the old one. Then we will rebuild the old pump.

LANDFILL OPERATIONS REPORT – No Report

COMMUNICATIONS FROM ANY AGENCY MEMBERS OR THEIR CONSTITUENTS:

DeWitt: Shared another comment from a resident helping keep the recycling area picked up in DeWitt in order to keep that dumpster there. He also stated and Seward discussed having the dumpster picked up on regular schedule instead as needed. He also said that dumpster should be picked up and returned in the same day in order to avoid materials just being placed at the site.

UNFINISHED BUSINESS

- A. Storm Debris / Grinding Update – The grinding wrapped up last week. All derecho tree debris brought to us has been ground up.

Clinton would like the mulch availability put out there. Seward: Indication that at least one farmer may be interested in loading for himself. DeWitt: Would like to know if we have waivers and such signed. Seward will talk to insurance about that.

- B. Auto-Shredder Residue Material Update – We are still awaiting DNR approval of this material as an alternative daily cover. Therefore we have not taken any of this material, yet.
- C. Wage Committee Meeting Update - The wage committee was unable to meet because of the holidays. I will try to get something scheduled this month for the committee and hopefully have something to report to the board next month.

NEW BUSINESS:

A. Replacement of Equipment/Vehicles

- i. Snow Plow Pickup Truck – The transmission on the 1995 GMC has started to fail. Reverse is out. We are actively seeking alternatives. The snow plow itself has been placed on the Ford pickup. We have a potential lead on another used truck for the salt/sand spreader that we are actively investigating. Either way, this is why we put a new pickup truck in the budget. 2021 are running around \$39K.

DeWitt: Stressed wanting to look in Clinton County for the opportunity to buy new truck.

- ii. Riding Lawn Mower – Our 62 inch cut riding lawnmower has failed and is essentially non-repairable. It was purchase in 2005 and has 1500 hours on it. We will need to work to replace that. We received a quote from P&K of DeWitt for a John Deere X730 mower with a 60 inch cutting deck. With all discounts it will run us \$10,220.

Clinton made a motion approve the purchase of a John Deere X730 riding lawn mower from P&K in DeWitt. Andover seconded. Roll call vote was taken.

Clinton County – Determann - Yes
Andover – White - Yes
Low Moor – Pray - Yes

DeWitt – Chrones - Yes
Charlotte – Snyder – Yes
Clinton – Schemers – Yes

Camanche – Varner – Yes
Delmar – Goodall - Yes

Motion passes 8-0.

- iii. Fire Alarm Panel Replacement – The original fire alarm panel to the recycling building has begun to fail. The battery backup charging system is failing, so we are looking into significant repairs or replacement. The Fire alarm panel is a Simplex. The nearest Simplex repair shops are in Peoria and Central Iowa. However, one of their representatives lives in DeWitt and will stop in next week. I also explored the cost of a new panel and system locally through Certasite (Company One). The quote was returned last week. \$14,628.48. I advise we table this to see what Simplex can do with a price.

Low Moor made motion to table the proposal. Camanche seconded. Motion unanimously carried.

- iv. Recycling Center Skid Steer – The skid steer continues to be a maintenance issue. It's a 2007 and has a lot of hours on it since the conversion to single stream. It is in the budget to replace this year also. Seward wants to start shopping for a replacement.

Seward will look for local options for skid steers.

B. Bank Account for Credit Card Transactions – With your blessing, I would like to investigate potentially switching banks for our charge account credit card transaction machine. The fees seem to be rising.

Clinton asked about shopping around all the bank accounts.

Andover thought that would be a good idea, also.

Seward indicated it's been 3-5 years since we've explored any banking changes.

- C. Website Update/Redesign Proposal - TAG Team Marketing of the Quad Cities recently approached me about our website. They designed the Dubuque Metropolitan Landfill website and several other businesses around the region. The project is estimated to cost \$13,500. This seems on par with other companies. I briefly investigated a website design with a company out of Cedar Rapids last year and the price without much investigation on the company's part was \$10 to 15K. The process with TAG would take about 10 weeks to complete and TAG would train me how to edit and use the website. The current website was built in 2015 by HIBU. We basically pay HIBU a monthly to host the site. I update the site and it's no longer secure.

Clinton asked if we accept payments over the website. Seward: No.

DeWitt: They do good work. Are you going to be able manage the website and the information?
Seward indicated TAG would be willing to train him to manage the site.

Clinton County asked to contact other companies too. Seward will contact Informatics out of Cedar Rapids.

Clinton asked if we have a website retention policy for minutes. Seward: Not currently. Clinton said fewer meeting minutes files could save some money.

Seward asked if the city of Clinton may know retention guidelines from the state. Mayor Maddasion said to contact Lisa Frederick at city of Clinton.

Clinton made motion to table the proposal. DeWitt seconded. Motion unanimously carried.

EMERGENCY BUSINESS: Water system renovation at recycling center: Seward: water testing is finished. Water filtration system is being engineered and designed.

Clinton asked if we can get bids on this water system. Seward: May have to look for bids.

Low Moor said wall painting and lighting looks great. Seward also said we are looking at a floor cleaning company to help with regular waxing and cleaning of floors.

DeWitt made a motion to adjourn; until February 11, 2021, at the Recycling Center at 6:30 PM. Adjourned at 7:18 PM.