

**CLINTON COUNTY AREA SOLID WASTE AGENCY  
JANUARY 13, 2022**

9 PRESENT

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

Clinton -Schemers  
Camanche – Varner  
Goose Lake – Mattis

Clinton County – Determann  
Andover – White  
Low Moor – Pray

DeWitt – Chrones  
Delmar – Goodall

Charlotte - Snyder joined meeting later.

We have 8 votes present; 5 votes needed for majority and 6 needed for a super majority, to start the meeting.

Camanche: I must leave between 7:45 PM and 8 PM and take care a medical issue. Vice-Chair from Low Moor will take over the meeting at that point.

Andover made a motion to approve December 8, 2021 minutes. Goose Lake seconded. Motion unanimously carried.

**AUDIENCE COMMENTS:** None

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

**ELECTION OF BOARD OFFICERS FOR 2022** - Our 2021 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?

Delmar made a motion to retain officers from 2021 in 2022. Andover seconded. Motion unanimously carried.

**DIRECTOR OF OPERATIONS AND EDUCATION REPORT – Brad Seward**

**A.** Board Member Contact Information / E-mail Delivery Sign Up - 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 - New board members, if you have not done so already, please schedule a tour of the facility to help accelerate new board member learning.

Clinton County: The board should have a yearly tour of the facility sometime in early summer, say May or so.

**C.** 2021 Calendar Year Landfill Tonnage Update – The landfill took in a little bit more than 53 thousand tons in 2021. That's around 2400 tons more than in 2020.

**D.** 2021 Appliance Demanufacturing Figures – in 2021 agency staff demanufactured 1040 appliances. That's down from just over 1500 in 2020. Now this just includes the Clinton County appliances. Jackson County hauled in over 100 to the agency in the early winter for demanufacturing also.

DeWitt: Clinton County should be paying a lower price than Jackson County for appliances. Clinton concurs.

DeWitt: Proposes \$10 per appliance for Jackson County appliances. I think we need to more information to understand how long it takes to demnaufacture an appliance to better understand how long.

DeWitt: There needs to be some sort of distinction there.

Delmar: Has received information that Jackson County could be looking into demanufacturing their own appliances.

DeWitt: Do you want me to wait a month and then do this? Delmar yes sir.

Delmar: I will look into this more and get back to you.

DeWitt: So can we put this on next month's agenda? Seward: Sure.

Clinton County: Can you explore this more to figure out the amount of time that goes into it? Seward: Yes.

Andover: Should be accepting these on a flat rate or based on what they are? Seward: the person that does the demanufacturing recommended that we go to a flat rate several years ago. We could lower the price because of the equipment being paid for and such. Freon based appliances used to be \$19. Items be being dumped in the ditch.

DeWitt: Could we revisit the tonnage for a minute? Seward: Sure. Just over 53 thousand tons for the year.

- E. 2021 RCC Usage Figures - The RCC served slightly more than 11-hundred Clinton County households in 2021. This was down from almost 13-hundred in 2020.

Andover: Is that a free service? Seward: Yes, for Clinton County residents.

DeWitt: What do you charge for out of county residents? Seward: They are charged cost, plus around 20%. DeWitt: Is there is a list? Yes, in the computer.

DeWitt: do these prices get looked at annually? Yes, as the Clean Harbors prices come back, we do make adjustments as needed.

- F. State Auditor Field Work - The auditor's staff will be conducting field work virtually because of the threat of Covid-19. The field work is taking place this week and next week. Files will be uploaded to the state over the internet.

Clinton: Asked how long the fieldwork normally takes? Seward: two weeks.

Charlotte – Snyder joins meeting. Now 9 votes present.

- G. Fire Alarm Panel at Recycling Center – Last year we talked and the fire alarm panel was in a declining state. Now the alarm panel no longer communicates to outside agencies at all. The panel needs to be replaced. I am in the process of getting bids from Certasite, who currently performs the maintenance on the panel, and another company or two.

Clinton County: We need to get that fixed.

Camanche: It's already in the works.

Clinton: I would like to get that fixed before the next meeting.

Clinton made a motion to have the Executive Board approve a fire alarm panel replacement. Andover seconded. Roll call vote was taken.

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

Clinton County – Determann - Yes  
Andover – White- Yes  
Goose Lake – Mattis - Yes

DeWitt – Chrones - Yes  
Charlotte – Snyder – Yes  
Low Moor – Pray - Yes

Motion passes 9-0.

Fire alarm panel was a 1991 model.

**ENGINEER SITE REPORT** Andrew Phillips- EVORA Engineering Consultants

- A. Landfill Activities Status – Brad and I have been talking about items we want fix this spring. The flow meter is one. The pump to dewater the cell is another. We had issues cleaning it out. Designing a gravity pump system to get that stuff out of there. I will have proposals to you next month.

DeWitt: When I was asking about the last issue having it come out of the retaining funds, I know this can. Seward: Will look into it. Pretty sure the fire alarm panel can. And these items would be leachate improvements.

DeWitt: That way it doesn't come out of smaller of the general funds.

DeWitt: Looking at long term financial plan, it has a 2% inflation rate and 52K tons coming in. I would like to know who could redo this for us.

Brad and I talked about this today. Somebody please update this Long term financial plan for us.

**LANDFILL OPERATIONS REPORT** – Jeff Rittmer of Rittmer Inc.

- A. Landfill Operations Report – Things are going well. We've had some delays in getting some parts to get things fixed.

Low Moor asked how the litter was? Camanche: good shape. Seward: I would say for the conditions we've had; the litter situation is in pretty good shape.

**COMMUNICATIONS FROM ANY AGENCY MEMBERS OR THEIR CONSTITUENTS:** None

**UNFINISHED BUSINESS:**

- A. Hauling Contract Rate Discussion – This was tabled last meeting to see if anybody had new ideas or thoughts on this.

Clinton: Clarify one thing, Clinton does have a contract with the agency, it the 28E agreement.

Camanche agrees with that.

Clinton: 56% of this is residential, 44% is commercial. There is only one truck that comes into this facility that is guaranteed to have a residential load on it. That's city of Clinton. All other trucks could have commercial or residential on them and could be getting a \$26 rate.

Clinton: I followed a Republic truck and it picked up a house in the subdivision and then picked up two businesses, but it considered commercial.

I'm fairly confident that not all of these trucks are being monitored. I know some people from my own subdivision take their personal trash and throw it in their work dumpsters.

First of all, I would like to see us drop the tonnage on the mom-and-pop operations. And let's equalize prices.

Clinton: Why are we killing 50% of the residents in the county and giving a break to a commercial hauler. It isn't right.

DeWitt: I wonder how that works with the residential contracts in our own communities? I don't know how that works with businesses in our communities.

Charlotte: I know they pick up houses, then pick up the bars in Charlotte.

DeWitt: Their needs to be a lot more clarification.

Clinton: The residential population in only using 40% of the landfill space.

DeWitt: I feel like there needs to be a clean up of this information. We've been basing our planning on this.

Clinton: Why are we not looking at one flat rate. We're not auditing 100% of the trucks that come in here.

Clinton: 60% commercial and 40% is residential. DeWitt: This says the opposite.

DeWitt: Back in 2019 we were given this outlook. Back then we see that we would even out the commercial rates. Granted it went up only slightly. Things have changed. The information is not accurate and must be adjusted.

Clinton: I think we need one rate.

Clinton County: I wasn't here, but the landfill had one rate for all haulers, but then the commercial haulers left. If we went \$44 on everybody, then commercial would leave.

Andover: Where would they go? Seward: Morrison or Upper Rock Island, likely.

Clinton County is worried without the commercial we don't have enough money to operate. That's what I remember why they did what they did back then.

DeWitt: We're not looking closely at how these things change.

Low Moor: We are looking at this trying to make sure the mom and pops don't close. If they're looking at \$44 for everybody, then we might now be helping.

Clinton: If you go to \$40 a ton for everybody, then you will raise the income here by \$340K a year. Clinton County and Camanche said that is if the commercial haulers stay.

Clinton: If they don't then you save the landfill space.

Camanche: I can agree with that in theory, but we've got to make enough money to operate.

Clinton: What is it we're trying to do with the income we have?

DeWitt: I want to be able to get good numbers. If we lowered the residential waste, Republic won't lower our contracts. I do like the idea of increasing the commercial rates gradually. Everything is costing us more money.

Clinton County talked about the history of rate a bit.

Seward: There was a transfer station once owned by Allied, now Republic that was removed in the Liberty Square Renovation. That's when they came to us on a contract rate.

DeWitt: I'm feeling like our numbers weren't correct.

Low Moor: Rittmer is saying that the cell won't last as long. We need to be saving that money.

Clinton: We need a base operating cost. Maybe we should lower the base tonnage rate to 1000 tons.

DeWitt: If you increased the commercial rate ten percent a year, then you by 2026 you would be a \$42 for commercial.

Clinton: We would still need to know base operating costs.

Goose Lake: We have a budget, right? We usually come out ahead. Seward: We usually come out about 200K to 300K ahead when we're not building a cell. Last time we had to build a cell we had to dip into reserves.

Seward: With this long-term plan being in 2019. The cell was built faster than expected.

DeWitt: We need to get the correct information for the ten-year plan.

Camanche: Let go ahead and get those numbers up to date.

Clinton: I'd like to lower the required tonnage number on the mom and pops.

Seward: We have two companies that have requested a contract rate. That's the reason we asked that.

Clinton made a motion to lower the minimum from 1500 commercial tons per year to 1000 commercial tons per year until we get the numbers figured out. Camanche seconded.

Discussion on the motion:

Low Moor doesn't want one getting the rate and not another.

Seward: Under the proposal AT Disposal could get a rate. Not sure it Bin There Dump That would. I'd have to run the new numbers.

Phillips: The numbers could have flip flopped from 60% to 40% one way or the other over a few years.

DeWitt: Can we update the numbers in house? Seward: I will do the best I can.

Roll call vote on motion was conducted:

Clinton County – Determann - Yes	DeWitt – Chrones - Yes	Camanche – Varner – Yes
Andover – White- Yes	Charlotte – Snyder – Yes	Delmar – Goodall - Yes
Goose Lake – Mattis - Yes	Low Moor – Pray – Yes	Clinton -Schemers- Yes

Motion passes 9-0.

Suggested that a committee of Clinton, DeWitt, and Camanche reps would meet on these numbers. It could be late January or early February.

- B. Banking Services Proposals** – I have circulated a memo to each of you asking to table this item and direct it to a committee for review. The proposals returned were lengthy and will need be reviewed thoroughly. **MEMO # 1**

Seward: I am asking for the Executive Board to look at this. I'd like to office manager look at this also because her duties involve banking etc. This would affect her, too. Andover also volunteered.

Clinton County made a motion to have a committee look at this. Low Moor seconded. Roll call vote was taken.

DeWitt – Chrones - Yes  
Charlotte – Snyder – Yes  
Low Moor – Pray – Yes

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

Andover – White- Yes  
Goose Lake – Mattis - Yes  
Clinton County – Determann - Yes

Motion passes 9-0.

## **NEW BUSINESS:**

- A.** Discussion: Potential Solar Panel / Wind Turbine Waste – This was place on the agenda at the request of the DeWitt Board member.

DeWitt: Since there is developments in our area, how do we want to address what's going to happen to said waste in the area regarding wind and solar?

Goose Lake: I hope we aren't taking wind blades.

Several board members agreed that we don't want those types of waste.

DeWitt asked if this was going to affect the County's potential projects? Clinton County: No.

Low Moor made a motion to make a policy to NOT accept wind turbine or solar panel waste. Clinton seconded. Roll call vote was taken.

Camanche – Varner – Yes  
Delmar – Goodall - No  
Clinton -Schemers- Yes

Andover – White- Yes  
Goose Lake – Mattis - No  
Clinton County – Determann - Yes

Charlotte – Snyder – Yes  
Low Moor – Pray – Yes  
DeWitt – Chrones - Yes

Motion approved 7-2.

- B.** Discussion / Potential Action: Wind Closure Policy – The Chair asked that this item be placed on agenda.

Seward talked about the day after a December storm came through with excessively high winds opening based on National Weather Service predictions. It backfired and winds remained high enough to close about three hours into the day. Seward apologized to Rittmer.

DeWitt: Do you want to amend that policy?

Rittmer: He was frustrated as he had just had a large cleanup conducted to pick up litter.

Clinton County asked what Rittmer does in Muscatine. Rittmer: Wind policy to close it lower. Seward said that Muscatine can sit on waste in it transfer station on windy days. Muscatine can keep taking materials on windy days.

Rittmer: I don't want to close and lose revenue, but I also don't want to keep having to pick up a mess because we didn't close.

Clinton County: What happens to waste? Seward: Most will hold onto the waste. Republic does take waste to other facilities on days we are closed.

Seward: We do accept recycling on those days.

Rittmer: Also talked of frustration with bags from recycling reject loads coming out on windy days.

Seward: I need to communicate to with recycling staff to not bring out all of those plastic bags when winds are up.

Clinton: Or they can help clean up trash.

Rittmer: Also talked about Public Drop-off overloading and spilling loads.

DeWitt: asked if that was because of new employee?

Seward: I have spoken with public drop off employee about this.

DeWitt: I'm not wanting to change this policy, but work better on working together.

Goose Lake: Is part of the closure process talking with trucking companies? Seward: Yes, it's not easy, but somedays my job isn't easy.

Camanche left meeting for medical reason. Low Moor, vice chair takes over as interim chair for remainder of meeting.

DeWitt: I don't want to change the policy, but we have to work together.

Low Moor made motion to add "or at the discretion of the Director" to the wind closure policy. Goose Lake seconded. Roll call vote was taken.

Andover – White- Yes	Charlotte – Snyder – Yes	Delmar – Goodall - Yes
Goose Lake – Mattis - Yes	Low Moor – Pray – Yes	Clinton -Schemers- Yes
Clinton County – Determann - Yes	DeWitt – Chrones - Yes	

Motion approved 8-0.

- C. COVID Policy Discussion / Potential Action – We currently have two people quarantining because of COVID either affecting them personally or a family member in the household. We never developed a COVID policy after 2020. We need something to guide the agency.

Clinton: Follow Clinton County's policy.

DeWitt: Are they trying to get more time? Seward: No. The Chair told them to quarantine for 10 days.

Andover: Five days without a fever, five days back to work with mask.

Clinton made a motion to follow Clinton County Policy on COVID. Charlotte seconded. Roll call vote was taken.

Charlotte – Snyder – Yes	Delmar – Goodall - Yes	Goose Lake – Mattis - Yes
Low Moor – Pray – Yes	Clinton -Schemers- Yes	Clinton County – Determann - Yes
DeWitt – Chrones – Yes	Andover – White- Yes	

Motion passes 8-0

Secondly, we have no current Family Medical Leave policy. We once had a very basic policy, but it was removed by the board in a handbook revision in the mid-20-teens. Now we have a person out with a non-work injury because of the ice this past weekend. This person will miss several weeks. I need some guidance here also.

Seward: We had an old policy.

Clinton: Follow Clinton County Policy.

DeWitt: We are under the County Insurance.

Andover: Don't we have an HR person? Seward: No. Andover: I have to perform HR duties. Seward: I have no HR background and don't want to get us in trouble.

Clinton County: It's my goal for Clinton County HR to be available for a cost. I'm trying to build that department up. Call Dawn Aldridge for a copy of the Clinton County policy.

Low Moor: Do you get paid. Seward: The way the FMLA act typically reads is that we pay the company's portion of the insurance for up to 12 weeks. The affected person pays his/her contribution during that time.

DeWitt: That seems more than fair.

Clinton made a motion to follow Clinton County Policy on Family Medical Leave of Absence. Andover seconded. Roll call vote was taken.

Delmar – Goodall - Yes  
Clinton -Schemers- Yes  
Andover – White- Yes

Goose Lake – Mattis - Yes  
Clinton County – Determann - Yes  
Charlotte – Snyder – Yes

Low Moor – Pray – Yes  
DeWitt – Chrones – Yes

Motion passes 8-0

- D. Potential Closed Session: Potential Litigation Regarding Recycling Trucking Contract (Iowa Code Ch. 21.5(1)(c))** Clinton: "I move the board enters into a closed session to discuss strategy in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation. Iowa Code § 21.5(1)(c)." Low Moor seconded. Roll call vote was taken.

Goose Lake – Mattis - Yes  
Clinton County – Determann - Yes  
Charlotte – Snyder – Yes

Low Moor – Pray – Yes  
DeWitt – Chrones – Yes  
Delmar – Goodall - Yes

Clinton -Schemers- Yes  
Andover – White- Yes

Motion passes 8-0. Going into closed session at 7:56 PM on January 12, 2022.

- E. Potential Return to Open Session: Return to open session at 8:05 PM on January 12, 2022.**

Roll call was taken. Those members present were:

Clinton -Schemers  
Camanche – Varner  
Goose Lake – Mattis

Clinton County – Determann  
Andover – White  
Low Moor – Pray

DeWitt – Chrones  
Delmar – Goodall

- F. Potential Action:**

Andover moves the board turns this over to attorney Martha Shaff and that we let her handle this. Low Moor seconded. Roll call vote was taken.

Low Moor – Pray – Yes  
DeWitt – Chrones – Yes  
Delmar – Goodall - Yes

Clinton -Schemers- Yes  
Andover – White- Yes  
Goose Lake – Mattis - Yes

Clinton County – Determann - Yes  
Charlotte – Snyder – Yes

Motion passes 8-0.

**EMERGENCY BUSINESS:** None

DeWitt made a motion to adjourn; until February 10, 2022, at the Recycling Center at 6:30 PM. Adjourned at 8:06 PM.