

**CLINTON COUNTY AREA SOLID WASTE AGENCY  
JUNE 9, 2022**

9 PRESENT

Chairman Varner called the meeting to order at 6:40 PM. Roll call was taken; those present were;

Clinton Schemers	Clinton County – Determann	DeWitt – Chrones
Camanche – Varner	Andover – White	Delmar – Goodall
Goose Lake – Mattis	Low Moor – Pray	Wheatland – Heileman

We have 9 votes present; 5 votes needed for majority and 6 needed for a super majority.

Andover made a motion to approve May 12, 2022 minutes. Delmar seconded. Motion unanimously carried.

**AUDIENCE COMMENTS:** None

Seward thanked those who brought food for the meeting. Seward also thanked those who took part in the tour before the meeting.

If there is anybody in the audience that would like to partake in the food, then they are welcome to.

**UNANIMOUS CONSENT CALENDAR:** Clinton made a motion to approve the Unanimous Consent Calendar. Andover seconded. Motion unanimously carried.

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

- A. Legislative Update (**Handout**) – The Legislature has wrapped up the 2022 session. I have passed out a summary of items affected solid waste.
- B. Independence Day Holiday Closure – The agency will be closed on Monday, July 4<sup>th</sup> for Independence Day.
- C. Audit Update / Possible Audit Proposal – The audit is almost finished. I hope to have an update for you at the next meeting. Also, I plan to solicit proposals for the audit for the fiscal year ending June 30<sup>th</sup>. The proposals should be available for potential action at next month's meeting. Does the board want to simply ask State of Iowa if audit again next year and have a proposal be prepared by the State?

Board directed Seward to solicit State of Iowa to do audit again.

- D. Webpage Update – The webpage changeover was complete last month. Again, we are working with the Augustana Web Guild. Proposed changes get submitted to them and they can normally turn them around in a short amount of time.

**ENGINEER SITE REPORT – Andrew Phillips of Evora – Flow meter replacement and work on leachate lines update:** Parts are slow arriving. Work should take place in July.

Closed area (East Site) inspection response: Same trouble areas with vegetation not growing. DNR would like a response back to them on plan to address this. Working with agency and Rittmer. Rittmer working on price for some black dirt and trying to grow seed there.

Also talked with operators. Everything looks ok back there.

Also, in response to closed area inspection, may need to place some passive gas vents in area where dead grass is. Talking 8-10 vents. Will get cost for those.

Goose Lake asked if those were simply vents or flares? Phillips these are vents. Flares would be more expensive.

Clinton asked if there is enough gas escaping to sell? Philips: No.

Seward explained this is on the back side of the gas generation curve. (Old waste)

**LANDFILL OPERATIONS REPORT** – Jeff Rittmer of Rittmer Inc.- Everything is going well. Constructing new haul road to go up to again. Plans to get information back on bringing in black dirt.

Seward: Also plan on getting Rittmer to get a mowing proposal back for Welton and East site for areas that can't be hayed.

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

**UNFINISHED BUSINESS:**

**A. Trust Account Discussion/Possible Action –**

Seward: I have attached some answers to the questions posed at the last meeting about the proposed investment strategies. I did check with Citizens First Bank and their proposed CD rates remain the same. I also checked with Clinton National Bank and the only thing that could be penalized is the Clinton National Bank CD, which is for about \$101K.

DeWitt: I don't want to keep it in the current trust account. I like the CD rates for the short-term amounts. We are looking for security of the money and not looking to lose the money. We're going to get the same amount of return on the money with the CD. We still would have access to the money fairly quickly then. I'm not too keen on leaving it where it is. I'm open to either one of the other banks CD rates.

Low Moor: I agree. I would look at Citizen's First.

Clinton County: I think we should look at the shorter-term CDs. I would say a year.

Low Moor made a motion to move as much of the trust account money from Clinton National as possible to a one-year CD with Citizen's First Bank. Andover seconded. Roll call vote was taken.

Clinton- Schemers – Yes  
Camanche – Varner - Yes  
Goose Lake – Mattis – Yes

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

DeWitt – Chrones – Yes  
Delmar – Goodall – Yes  
Wheatland – Heileman – Yes

Motion passes 9-0.

**NEW BUSINESS:**

**A. EVORA Contract for Fiscal Years 2023-2025** – Before you is the proposed contract for the next three fiscal year with EVORA for consulting and engineering services. The bid was accepted and now we have to formally approve the contract.

Delmar made a motion to approve the Evora contract. Low Moor seconded. Roll call vote was taken.

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

DeWitt – Chrones – Yes  
Delmar – Goodall – Yes  
Wheatland – Heileman – Yes

Camanche – Varner – Yes  
Goose Lake – Mattis – Yes  
Clinton- Schemers – Yes

Motion passes 9-0.

- B. Potential Future Projects: Public Drop-off Expansion, Second Scale, Replacement of Truck Dock Shelter: Seward:** Some potential projects have come on to the radar for the agency and I would like to start discussing some of these. Most of the work probably won't take place the next fiscal year, but should be looked at as possible goals for the future.

One is potential expansion of the public drop-off. The drop-off use during the week continues to grow. Our site supervisor recently discussed with me a potentially relocation of the South Hoop Building or Quonset hut. The thought was to relocate it next to the existing building on the grassy area to the west. We would add another concrete pad for the relocated building and potentially double space for the PDO.

Another item is a request by Low Moor. The discussion was an inquiry into adding a second scale to speed up traffic. A scale would only be part of the change if we decided to go that route. We would have to likely reconfigure the point of sales system, potentially the scale house itself might have to change, etc.

Another item is replacement of the truck dock shelter at recycling. This had become an on-going issue this spring. The design was not what was promised to begin with. It was narrow on the one side, so trucks would nick the side of it occasionally. Then strong winds would deteriorate the structural integrity. In April the structure experienced failure and actually began to lean on the recycling trailer. We pushed the structure up to get trailer out and had to demolish the structure or it would have failed completely. We tried to contact the company that built the structure repeatedly with phone calls and e-mails with no response before the failure. We should replace this before winter with something different from a different company.

DeWitt suggested getting somebody local to build something.

Seward will get numbers on a wider structure constructed using local companies.

DeWitt: Public drop-off expansion sounds like a another "low-hanging piece of fruit". Do you have to actually move the structure?

Delmar suggested looking into a new structure possibly for going next to the existing PDO.

Clinton: the public drop-off is getting busier. Concern is the safety aspect. People trying to squeeze in and cannot work around vehicles.

DeWitt: The more small vehicles we can keep from the landfill then it helps out there, too.

Jeff Rittmer: Suggested possibly keeping open on Saturday.

Seward: Will start looking into the public drop-off expansion.

Delmar: Suggested River Construction and Sheets Construction, both of Maquoketa for the truck dock shelter and possibly the PDO expansion.

Seward: Study everything.

Clinton: Could use chip reader for to speed up charge traffic.

Rittmer: Quarries and some other places use those for unattended access.

An app was suggested. Seward said tickets are already e-mailed to most charge accounts at the end of the day. Most drivers still come in for paper ticket.

**C. Fiscal Year 2023 Budget Proposal**

**RESOLUTION # 1**

Before you is the proposed budget resolution.

Landfill revenues are up to account for the additional income from the increase in several rates, including contract rates. We do have a positive commodity balance/revenue share with Scott County for recycling, which should equate to at least \$60K in additional revenue. Bank interest revenues are forecast to be down, as interest has been trending down.

On the expense side, what I am proposing is using some of the groundwater retainage fees for capital purchases being requested this year. These fees go into our groundwater accounts, which can be used for carrying out environmental protection activities, including maintaining facilities, purchasing and maintaining equipment, and more.

There is a smaller account with about \$285K in it. The groundwater tax account would fund a suggested ATV purchase. As of this date the new pickup ordered has not been delivered or billed for, so it may fall into FY '23.

Other expense increases include the Rittmer compacting and covering to reflect 50K tons and additional fuel compensation. In the recycling budget there is an increase coming with fuel costs for single stream transportation. Depending on what the board chooses to do for the dock shelter replacement, that could come out of the larger ground water recycling account.

Overall, the budget should a budget surplus, which is expected to be about \$273 thousand, which is more than the current year's proposed surplus.

The proposed budget was reviewed by the small committee and recommended for approval.

Clinton made a motion to approve proposed budget for fiscal year 2023. Andover seconded. Roll call vote was taken.

DeWitt – Chrones – Yes

Camanche – Varner – Yes

Andover – White – Yes

Delmar – Goodall – Yes

Goose Lake – Mattis – Yes

Low Moor – Pray – Yes

Wheatland – Heileman – Yes

Clinton- Schemers – Yes

Clinton County – Determann - Yes

Motion passes 9-0.

**E.** Director of Operations and Education Evaluation - Potential Closed Session – Iowa Code § 21.5(1)(i)  
Delmar: “I move that we hold a closed session as provided in section 21.5(1)(i) of the open meetings law to evaluate the professional competency of an individual whose performance is being considered to prevent needless and irreparable injury to that individual’s reputation, as that individual has requested a closed session.” Clinton Seconded. Roll call vote was taken.

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

Motion passes 9-0. Going to closed session at 7:20 pm on June 9<sup>th</sup>, 2022.

**F.** Potential Return from Closed Session: Return to open session at 8 PM on June 9<sup>th</sup>, 2022.

Roll call was taken:

Clinton Schemers	Clinton County – Determann	DeWitt – Chrones
Camanche – Varner	Andover – White	Delmar – Goodall
Goose Lake – Mattis	Low Moor – Pray	Wheatland – Heileman

All nine members present.

**G.** Potential Action:

Andover made a motion to give the Director of Operations and Education a 7% increase in wage for fiscal year 2023. Camanche seconded. Roll call vote was taken.

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

Motion passes 9-0.

**EMERGENCY BUSINESS – NONE**

DeWitt made a motion to adjourn; until July 14 2022, at the Recycling Center at 6:30 PM. Adjourned at 8:02 PM