

CLINTON COUNTY AREA SOLID WASTE AGENCY
MAY 11, 2023

8 PRESENT

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

Clinton - Schemers	Clinton County – George	DeWitt – Chrones
Camanche - Varner	Andover – White	Delmar – Goodall
Low Moor – Pray	Wheatland - Grau	

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

Low Moor made a motion to approve March 15, 2023 minutes. Andover seconded. Motion unanimously carried.

AUDIENCE COMMENTS: None

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

DIRECTOR OF OPERATIONS AND EDUCATION REPORT – Brad Seward

- A. Legislative Update – Seward asked Clinton County about the levy related legislation that was approved by the state. Clinton County: Doesn't know what the news will hold for all of us at this point. An important piece was also left out. Seward: We will have to talk about the topic together going forward.

Seward handed out a summary of legislative topics related to solid waste.

- B. Clinton County Area Enviro Kids Tour Date – The EnviroKids will tour the facility on June 24th.
- C. Eagle Heights (Clinton) School Classroom Visits – I presented to pre-school and second graders at Eagle Heights Elementary on April 21st.
- D. Clinton Kiwanis Presentation – I gave a presentation to the Clinton Kiwanis Club on April 26th.
- E. Camanche Elementary – Fourth Grade Tours – Camanche Fourth Graders will tour the facility tomorrow.
- F. Clinton City Watch Program – Board member Schemers and I spoke on spring cleaning and the programs associated with it on the April 22nd City Watch Show.
- G. Memorial Day Closure – The agency will be closed on Memorial Day, Monday, May 29th.

ENGINEER SITE REPORT – Andrew Phillips of SCS Engineering- Environmental Covenant for the West Closed Site has been approved and filed with the county recorder. We'll go remove the wells and then it will be an annual inspection. Upkeep will be the only things now.

North Area Closed Inspection: Gas vents are venting, grass growing. May need to reseed around wells (small scale seeding). Haying operation should remove bales in timely fashion when it's dry so no rutting takes place. Noticed a decent sized seep near the yard waste area. Seward has already discussed this with Jeff Rittmer. If we tie something else in, we may need to upsize the manholes. Long-term we need to look at something bigger.

The fill plan update: when we started, I was told we had time to do that. Then we lost an engineer. We moved up the airspace. We hope to have you and update soon.

Fill plan will tell us where other pockets of fill are also. Should address some of the harder to fill areas. There will also be some overfill areas that will have to be addressed.

Where this ties into budgeting is when you factor in the manholes, the blocked pipe with the cell redesign before building. If you start working on a little bit now, then you can spread it out a bit.

Re-permitting of the newer land to the west. It basically states that we plan to eventually place a landfill here. It safeguards the property for landfill.

If you're going to build in four years, you design in three years, go to bid early and work takes place in the spring.

Clinton and Camanche asked when could we do the re-permitting plan? Phillips: Could have a proposal before next meeting.

Clinton made a motion to prepare re-permitting plan paper work for the next meeting. Andover seconded. Roll Call vote taken.

Clinton – Schemers - Yes	Clinton County – George - Yes	DeWitt – Chrones - Yes
Camanche – Varner - Yes	Andover – White - Yes	Delmar – Goodall - Yes
Low Moor – Pray - Yes	Wheatland – Grau - Yes	

Motion passed 8-0.

Low Moor asked about how much the project could cost. Phillips: The manholes are expensive. Some piping could be reused. Probably looking at over 100K. Temporary fix could be plugging leachate seep.

LANDFILL OPERATIONS REPORT - Rittmer has a piece of equipment down. Should still be under warranty. Spent a lot of time recently collecting litter. Phillips: lot of exposed material. Seward: Soil being hauled. So, it should be addressed. Phillips: Stuff being stored in cell. Should be cleaned up.

COMMUNICATIONS FROM ANY AGENCY MEMBERS OR THEIR CONSTITUENTS: None

UNFINISHED BUSINESS:

- A. West Site Environmental Covenant Update – The DNR has signed off on the proposed Environmental Covenant for the West Landfill Site in Welton. The document has been filed with the County Recorder.

NEW BUSINESS:

- A. Proposed Handbook Policy Changes **PROPOSAL # 1**
Before you are proposed changes to the CCASWA Employee Handbook.

Clothing Allowance: We're proposing to go to \$750 for the outdoor employees and recycling staff. Also, language to include glasses in main allowance.

Clinton County: Asked if it was for specifically safety glasses?

Bereavement leave: Changes to include death of mother, father, or child to spouse to five days.

Vacation: Adds another week after 30 years of work.

Sick leave: Cleans up language.

Delmar: asked about mother-in-law and father-in-law. Seward: Could amend that.

Delmar: Produce an obituary.

Camanche: Do you want to approve all proposed policy changes? Andover: Comfortable with all.

Camanche: Clinton County brought up a good point about safety glasses.

Delmar: asked about ear plugs. Seward: Should be safety equipment.

Clinton County: I think it needs to be safety glasses. Clinton and Camanche agree.

Andover: Their eyes are used for this job; in the office they need to see.

Delmar: is this just glasses or shields, too? Shields.

Clinton County: How does this vacation policy go along with the county policy?

Clinton County: I don't mind the first two policies. I want to be more comfortable checking with county of vacation time.

Clinton asked about approving the first two policies and revisiting the second page of proposed policies.

Andover: said we are not county, but we generally try to follow county?

Clinton County: Who sends out paychecks? Seward: CCASWA, us.

Clinton: talked about human resources issues. Seward: We do not get to utilize county HR.

Andover: How do we pick and choose, then? If you're not the county. Clinton County: County does fund this landfill. Seward: The county funds the closure/post-closure levy only. We are on the county's insurance plan.

Clinton County: Even though paychecks don't come from the county, it's kind of intermingled with the county.

Clinton made a motion to approve the changes to the proposed changes to the policies for clothing allowance and bereavement leave. (Postpone the changes to vacation and sick leave policies). Low Moor seconded. Roll Call vote taken.

Clinton County – George - Yes
Andover – White - Yes
Wheatland – Grau – Yes

DeWitt – Chrones - Yes
Delmar – Goodall - Yes
Clinton – Schemers - Yes

Camanche – Varner – Yes
Low Moor – Pray - Yes

Motion passed 8-0.

B. Wage Resolution for Fiscal Year 2023-2024

RESOLUTION #1

The Executive Board met twice regarding potential wages for FY 2024. After the first meeting, the E-Board asked for a brief updated wage survey. I surveyed five similar sized counties and Scott County. Without Scott County in the equation, our wages were still 25% behind on average for comparable positions.

Clinton County: Should study counties within driving distance Likelihood of moving three hours away is low. Seward: did study Scott, Muscatine, Lee, and Des Moines Counties.

After meeting a second time the board came up with a proposal for an average increase of 16% for wages.

Andover: To be honest, comparables show we are grossly under-paying our staff. Heard out staff for a good amount of time. Thought we gave a fair, not what they were asking for, but reasonable proposal. I would like to see performance-based, more thorough evaluations.

Andover: We thought a 16% average increase would be fair. We talked about attendance and above and beyond.

Camanche: What we've done in the past has put us behind the eight ball. We couldn't predict the cost-of-living increases. Seward: Cost of living increase was 8.7%.

Clinton County: Wage study was performed at county level. Everybody will be moved to their pay band. Our goal was to be in the middle of those band. Once on their band, everybody would get a five percent wage increase at the county. Merit-based raises would probably take two years to kick in actually.

Low Moor: Sounds kind of what we did. We're bringing everybody into their band. Might take two years.

Clinton County: 16% increase is huge. Low Moor agrees. Clinton County: There are sweeping funding changes coming to the county. Seward: No operational funds provided by the county levy.

Clinton County: What if levy went away? DeWitt: We would still find a way to get the money, just a different way.

DeWitt: The county held us back in the past, due to what the county felt was a fair amount of money. So, we couldn't bridge the gap.

Seward: Employee Contribution for insurance will go up to 10% from 9%.

Low Moor: Is this board comfortable socking away \$150K a year for the new cell.

DeWitt: How many years did it take for the landfill to go away from the assessment to the county levy? That just can't go away.

Clinton County: One of my counterparts said that if we had to make massive cuts, that one of the first things to go would be the levy.

DeWitt: Then the head tax would likely go back into existence.

Seward: The levy is used for closure/post-closure only. A head tax, unless otherwise specified, would be the same function.

DeWitt: Off track. We we're talking salaries.

Clinton County: At this time, I'd be a no vote at this time until I could talk to the group that proposed this.

DeWitt: We're discounting the work the Executive Board put into this. Clinton County: I'm not prepared to make a yes vote until I talk to somebody who knows more about this than I do.

Clinton County: Could be that these positions deserve more money.

Delmar: Would we be more comfortable tabling this?

Seward: We would need an answer before July 1st.

Clinton: We know the staff is grossly underpaid.

Low Moor: We're tired of trying to play catch up. Hopefully we won't have to do such a high rate again next year.

Clinton County: It's not a sustainable model.

DeWitt: We look at costs on annual basis. So that we can be looking forward.

Clinton: What is the cost of the raises? \$58K annually.

Low Moor: Interest from bank is up, shown by the new report prepared by Cindy Howard.

Andover made a motion to approve the proposed wage resolution increases (16% average). DeWitt seconded.

Clinton asked for more discussion. Clinton: I answered my own question.

Roll Call vote taken.

DeWitt – Chrones - Yes
Delmar – Goodall - No
Clinton – Schemers - Yes

Camanche – Varner – Yes
Low Moor – Pray - Yes
Clinton County – George - No

Andover – White - Yes
Wheatland – Grau – Yes

Motion passed 6-2.

Next my evaluation will have to be performed. I ask for my evaluation next meeting in closed session.

Clinton: I'd like to nominate somebody different. Low Moor and Camanche will perform the evaluation.

- C. Budget for Fiscal Year 2023-2024 Preparation – I would like a small committee to be formed to help review and potentially recommended for approval. This committee would meet before the next board meeting.

Andover, DeWitt, DeWitt suggested Clinton County, Clinton, and Camanche will work on the budget.

- D. Potential Landfill Gas to Energy Project Opportunity - I have been contact by Vespene Energy of California. This company is currently working with multiple Iowa landfills similar to our size on gas to energy projects. According to Vespene, their company would invest the capital into such a project and then there would be a revenue share annually.

They would work with SCS Engineering to get data from the site to confirm viability of the project.

Is the board potentially interested in looking into this further?

Clinton made a motion to explore this potential opportunity further. Andover seconded.

Discussion: Clinton County: reach out to some of the other communities that are working with this company.

Phillips: Great River also has another company working on a project in Iowa. Seward: Vespene is the only one that has contacted us. Phillips advised that Seward reach out to Great River about this also.

Clinton County: Never hurts to get more information.

Phillips: Sample gas, may probe additional areas. They look at waste and trends etc. You guys need to look at all information.

Clinton amended motion to reach out to other companies also. Andover still seconds. Roll call vote taken.

Camanche – Varner – Yes
Low Moor – Pray - Yes
Clinton County – George - Yes

Andover – White - Yes
Wheatland – Grau – Yes
DeWitt – Chrones - Yes

Delmar – Goodall - Yes
Clinton – Schemers - Yes

Motion passed 8-0.

- E. July Board Meeting Date – I would like to explore moving the July meeting to the 19th (Wednesday) or the 20th (Thursday). The week of the 4th of July, I will be out of state. Therefore, the agency would not be able to properly prepare documents for the normal date.

Andover: try to avoid Wednesday. DeWitt: Send out an e-mail.

EMERGENCY BUSINESS: NONE

DeWitt made a motion to adjourn; until June 8th, 2023, at the Recycling Center at 6:30 PM. Adjourned at 7:35 PM.