

AGENDA
EXECUTIVE COMMITTEE MEETING
of the
MONROE COUNTY SOLID WASTE MANAGEMENT DISTRICT
County Council Conference Room
Monroe County Courthouse
Bloomington, Indiana
Wednesday February 5, 2020 5:15 p.m.

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MINUTES

Executive Committee Meeting

of the

Monroe County Solid Waste Management District

Monroe County Council Conference Room

Monroe County Courthouse

100 W. Kirkwood Avenue

Bloomington, Indiana

Monday February 3, 2020 5:00 p.m.

Members Present: Cheryl Munson, Chairperson; Isabel Piedmont-Smith, Vice-Chairperson

Members Absent: Penny Githens, Secretary

Staff Present: Tom McGlasson Jr., Executive Director

Legal Counsel Present: None

Munson called the meeting order at 5:00 p.m.

Approval of Executive Committee Meeting Minutes – December 2, 2019

Piedmont-Smith asked McGlasson if he had received the emailed revisions. McGlasson stated he had, and has a revised copy of the minutes available. Piedmont-Smith motioned to approve the revised minutes; Munson seconded. Verbal vote was unanimous, motioned passed.

Approval of Board of Directors Meeting Minutes – December 12, 2019

Discussion occurred regarding clarifying the language for the department reports and the revisions previously provided via email.

Approval of Board of Directors Meeting Minutes – January 16, 2020

Revisions previously provided via email were confirmed.

Controller's Report

McGlasson provided updated cash flow summaries to the committee. Piedmont-Smith asked about accounts payables noting they appear high. McGlasson stated that the District stops paying claims in mid-December to being year-end processes, so the first claims paid in January cover two (2) to three (3) weeks.

Resolution 2020-02 Asset Management Policy

McGlasson explained that the Auditor's office requested this as part of their new reporting requirements under the generally accepted accounting principles (GAAP). He used the County's policy as a template and made necessary changes to make it applicable to the District. Discussion ensued concerning the revisions made, applicability of the policy to the District's processes and procedures, the asset retirement procedure, and grammatical and typographical corrections. Munson requested that the Auditor review the policy before the Board meeting.

Green Business Network

McGlasson presented requested information on Green Business Network subscribers and 2019 tonnages. Committee members suggested additional businesses that may benefit from the service. McGlasson explained some of the reasons businesses have provided for not using the service or discontinuing the service. Committee members requested that this information be included in the Board meeting packet.

Legislative Update

McGlasson provided updates on the legislative bills the District has been monitoring.

All Other Items Deemed Appropriate For Executive Committee Discussion

McGlasson provided the committee members with follow-up information regarding previously discussed measures which could be taken to reduce District expenses. Discussion ensued on the potential savings of the various measures and the impact they would have on residents and staff.

McGlasson informed the committee members that Republic Services has notified the District that they will no longer accept Styrofoam. Piedmont-Smith stated that the City recently sent out notices that they will no longer accept Styrofoam for recycling. Committee members and McGlasson discussed the District's options and the related costs and logistics. McGlasson advised the committee that the District needs to either stop accepting Styrofoam for recycling at its facilities or notify Republic that we would view this as a breach of contract. Piedmont-Smith asked what would happen to plastics loads with Styrofoam. McGlasson said that, depending on the amount of Styrofoam, the load could be deemed contaminated and the entire load sent to a landfill. McGlasson stated that based on weight, there are other materials and items the District could focus on that would show a higher volume of waste diverted from final disposal. Committee members requested that this be on the agenda for the Board meeting for discussion with the full Board.

Meeting adjourned at 6:32 p.m.

Signed – Executive Committee Member
Minutes of February 3, 2020

MINUTES

Monroe County Solid Waste Management District
Board of Directors
Nat U. Hill Meeting Room, Monroe County Courthouse
Bloomington, Indiana
Thursday, February 13th, 2020
4:00 p.m.

*The following minutes reference the meeting packet for this date,
Including department reports and resolutions*

Members Present: Cheryl Munson, Chairperson; Isabel Piedmont-Smith, Vice-Chairperson;
Penny Githens, Secretary; Dan Swafford, Director; John Hamilton, Director

Members Absent: Julie Thomas, Director; Lee Jones, Director

Staff Present: Tom McGlasson Jr. Executive Director; Lee Paulsen, Landfill Director; Connie
Hudson, Controller

Staff Absent: Scott Morgan, Operations Director

Legal Counsel Present: Michael Carmin

CAC: none

Munson called the meeting to order at 4:00 p.m. Munson asked for unanimous consent to
move agenda item 6 Polystyrene Foam, to number 4, ahead of the Controller's Report.

Executive Committee Meeting Minutes – December 2, 2019

These minutes are for information only.

Approval of Board of Directors Meeting Minutes – December 12th, 2019

Githens motioned to approve, Swafford seconded. Verbal vote was three (3) ayes and one (1)
abstention (Hamilton), motion passed.

Approval of Board of Directors Meeting Minutes – January 16th, 2020

Githens motioned to approve, Swafford seconded. Verbal vote was three (3) ayes and one (1)
abstention (Hamilton), motion passed.

Piedmont-Smith entered at 4:05 p.m.

Polystyrene Foam

McGlasson stated that on January 29, 2020 The District received a letter from Republic
Services stating they one longer wish to receive Styrofoam in any form from the District. This
was brought to the Executive Committee at their meeting and by their consensus is brought to
the Board for discussion. McGlasson stated that this is unfortunate, but not completely
unexpected, in this area all of the haulers and MRF's have stopped accepting this material, and
it seems to be a trend across the nation. He has reached out to mills in the area and Mervis
Plastics in Indianapolis is not accepting the material, he is waiting on responses from Cardinal
Recycling in Morris, Illinois and Plastic Recycling Incorporated in Indianapolis. This is
similar to the situation we were in with plastic bags a few years ago and is a function of where
the markets and industry are at this time.

Githens asked if they were going to take it through April 30th, the end of the current contract. McGlasson stated they want us to stop taking it at our facilities as soon as possible, and have indicated that if it doesn't happen within the next thirty (30) days they may consider assessing contamination fees or other additional costs to the District. Githens asked if this is breaking the contract. Carmin stated the contract does state that they will process Plastics one (1) through seven (7).

Munson asked what options are available to the District. Carmin stated there are options if this is viewed as a breach of contract and that discussion would be best handled in an executive meeting. McGlasson stated that other vendors we would look to in a situation like this with any material, are not taking Styrofoam either.

Piedmont-Smith asked about impact on cost under the new contract and if this could be leveraged to reduce that. McGlasson stated that Styrofoam weighs very little and would be a small percentage of our total plastics tonnage.

Githens stated we need some time to tell residents and Republic should honor this through the end of the current contract to give residents time to adjust to this. McGlasson agreed. Piedmont-Smith stated this might be a good education opportunity as well to area restaurants about options other than Styrofoam for takeout containers.

Piedmont-Smith asked where we want to go from here. McGlasson stated we should ask Republic Services to honor the contract through the end of April and that would give time to notify residents of the change. Munson asked if Republic was making the same request of the City and IU. McGlasson stated that the City has stopped accepting the material but he has not been able to confirm if IU has. McGlasson continued that all of the local haulers he has spoken with are no longer accepting Styrofoam.

Carmin stated there should be an amendment to the next contract. Munson asked about Republic reciprocating the District acceptance of their request with a financial consideration for the District. Carmin stated that this would open the possibility of negotiating other contract changes.

Piedmont-Smith asked if the Board should schedule an executive session with legal counsel to discuss this or have staff reach out to Republic. McGlasson stated that from his perspective it would be best to have staff reach out to Republic to get an idea of what concessions they might consider and then bring information back to the Board for consideration.

Swafford asked if Republic wants to stop accepting it now and what the consequences would be if we don't comply. McGlasson stated that Republic's preference would be for the District to stop accepting it now and since their MRF no longer accepts and processes Styrofoam the loads of plastic that had Styrofoam in them would be deemed contaminated and could have extra charges applied. McGlasson explained that when contaminated loads are received by Republic they don't sort them, it is all sent for disposal and so you wind up with the materials in the contaminated load also being sent for disposal.

Piedmont-Smith asked legal counsel to see if there is any recourse for the District because the contract specifies they will accept the material. Carmin stated that the issue is that they cannot market the material. Piedmont-Smith agreed and stated that is not the District's problem. Carmin agreed and continued that due to the market conditions every vendor will have this same problem.

Piedmont-Smith stated that we don't want to be in a situation where all of our plastics are being sent to the landfill. McGlasson agreed, stating that this is a risk with any vendor available to us in this area.

McGlasson asked for a consensus from the Board that there is a willingness to consider removing Styrofoam from our program and if so, staff and legal would initiate discussions with Republic in an attempt to negotiate contract amendment terms to bring to the Board for consideration. Discussion ensued concerning community outreach and education related to such a change.

Controllers Report – Payroll and Claims

Hudson presented payroll and claims. Hamilton inquired if the payroll and claims were all appropriate and affirmed. Hudson stated yes. Githens asked about a claim for property tax on a Cannon copier. McGlasson stated he has provided Canon with the language of the relevant statutes and is waiting on a response, but hopes to have that refunded. Munson motioned to approve payroll and claims.

Verbal vote was unanimous, motion passed.

Cash Flow

Hudson provided updated cash balances. Piedmont-Smith asked about the increase in Orange Bag revenue. Hudson stated that two (2) deliveries were made in January. Githens asked about the reduction in the Debt Fund balance. Hudson state that we have made the first payment for the year.

Resolution 2020-2 Adoption of Asset Management Policy

Piedmont-Smith motioned to approve, Githens seconded. McGlasson presented the resolution and explained it is due to a document request from the Monroe County Auditor's office to assist them with issuing required financial statements that must meet the generally accept accounting principles (GAAP) standards. He used the County's policy as a template and modified it to fit the District. Discussion ensued regarding the procedure to retire an asset. Piedmont-Smith asked about threshold level that would require Board approval. McGlasson stated anything that cost over two hundred dollars would have to go through a process, and if the Board determined in the future that the threshold levels were too stringent the policy could be amended.

Hamilton questioned the language defining an inventory asset. McGlasson explained the intent of the language. Munson suggested to change the language to "value within the ranges specified below". McGlasson stated that the Board could amend the policy at this time and approve the resolution as amended. Piedmont-Smith requested that a typographical error be corrected if the policy is being amended.

Piedmont-Smith motioned to amend the policy to make the change suggested by Munson and correct the typographical error, Hamilton seconded. Verbal vote was unanimous, motion to amend passed. Roll call vote for the resolution as amended was unanimous, motion passed.

Department Reports

McGlasson stated the ordering website for the compost bin and rain barrel program is now live, residents can visit www.gogreendistrictorders.com to view the available products and place their orders. Products will be available to be picked up at the District administration building on April 18th, where there will also be demonstrations and education materials available to help residents make the best use of the products ordered. Registration amendments to expand the food waste collection program to all District facilities have been submitted to IDEM

Piedmont-Smith asked about adding a link on the District website to the website to purchase compost bins and rain barrels. McGlasson stated staff would look into adding that.

Hamilton noted a proposed tax increase that would generate revenue that could be used to promote sustainable economic development and asked the Board and staff to consider the components in the waste sector that might provide the most benefit if money was available to make them more sustainable.

Hamilton exited at 4:45 p.m.

Githens asked what the Weather Crawl is mentioned in McGlasson's report. McGlasson explained how this is used for advertising and promotion.

McGlasson read from Morgan's report noting that the annual ReTrac reporting has been completed and submitted for the AISWMD and for IDEM. Annual registration for all facilities have been submitted to the Monroe County Health Department. Information on Green Business Network tonnages for 2019 will be forwarded in an e-mail.

Paulsen read from his report, noting that the November groundwater data is in line with previous events and staff is preparing the report to submit to IDEM. Munson previously requested information on the Adopt-A-Road program and a new interactive map has been developed and submitted for uploading to the website, he provided information on current participation.

Public Comment

None

Comments From Directors

Munson requested that the Executive Committee stay for a few minutes to reschedule their next meeting.

Piedmont-Smith stated that the Board's thoughts and prayers go out to Scott Morgan on his recovery.

The meeting adjourned at 4:54 p.m.

Signed – Board Member

Minutes of February 13, 2020

Monroe County Indiana Solid Waste Management District



MEMORANDUM

TO: MCSWMD Executive Committee
DATE: February 28, 2020
FROM: Tom McGlasson Jr.
SUBJECT: Cash Flow – Executive Committee Meeting 3/5/2020

Updated Cash Flow information was not available at the time this packet was prepared due to timing with regard to the end of the month. Updated information will be provide at the meeting.



MEMORANDUM

TO: MCSWMD Board of Directors
DATE: February 28, 2020
FROM: Tom McGlasson Jr.
SUBJECT: Legislative Update

Although there is no legislation filed this session that specifically impacts solid waste districts, there are some bills of interest that we are tracking:

- J HB 1093 – allows state agencies to accept electronic document submissions.
 - o This bill was amended in the Senate to include a clause that the Office of Technology must approve the methods to collect electronic filings or submissions; the amended bill was passed by the Senate and the amended bill was referred back to the House on 2/26/20.
- J HB 1403 – Adds a definition of “used tire”, and requires adoption of administrative rules concerning the regulation of waste tire storage sites and waste tire processing operations.
 - o This bill was passed by the Senate on 2/24/20 and referred back to the House without amendments.
- J The remaining bills we have been monitoring:
 - o SB 52
 - o SB 73
 - o SB 371
 - o SB 432

all did not come up for a vote in the Senate before the deadline to be referred to the House for this session. We continue to monitor active bill amendments to see if similar language is attached to another bill via amendment. To date, we have not seen this occur.