



MIAMI COUNTY SOLID WASTE DISTRICT

**MIAMI COUNTY SOLID WASTE DISTRICT BOARD MEETING  
MONDAY, JUNE 16, 2014 1:00 P.M.  
GAR ROOM–MIAMI COUNTY COURTHOUSE**

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**MINUTES**

The Miami County Solid Waste District held a meeting of the Board of Directors on Monday, June 16, 2014 at 1:00 P.M. in the GAR Room in the Miami County Courthouse, located at 25 North Broadway, Peru, Indiana.

**Attending:**

**Board Members:** Larry West–member–County Commissioner, Jerry Hamman–member–County Commissioner, Joshua Francis–member–County Commissioner, Tom Gustin–member–Peru City Council, Shirley Mull–member–Miami County Council Representative, Jim Walker–Mayor of Peru.

**Staff Attending:** Samantha Ward–Executive Director, Carla Weaver–Assistant Director/Recording Secretary

**Others:** Kristin Dausch–representing R & B Contractor, Contractor for the District, Mike Rorvik–Contractor for the District, Pat Roberts–Legal Counsel, Two employees from the Miami Correctional facility

**Absent:** Don Morris–Chairman–Town of Converse

**Call to Order:** Vice Chairman Larry West called the meeting to order at 1:00 P.M.

**Approval of Minutes:**

Board members reviewed the meeting minutes from the May 19, 2014 Board of Directors meeting. *Mr. Gustin motioned to approve the meeting minutes; Mr. Francis seconded. Motion carried (6–0).*

**Approval of Financial Report and Claims:**

There was no discussion of Claims

*Mr. Francis motioned to approve the financial report and claims received by email; Mr. Gustin seconded. Motion carried (6–0).*

## Director's Report

- Ms. Ward requested that the district reimburse Carla Weaver \$85.59 for her purchase of steel toed boots for use during the E-waste and Household Chemical collection. *Mr. Gustin motioned to reimburse Ms. Weaver \$85.59 for purchase of steel toed boots (personal protective equipment); Mrs. Mull seconded. Motion carried (6-0).*
- Ms. Ward requested that the board allow the office to purchase three new desktop computer monitors. The current monitors were purchased new in 2003, and are starting to deteriorate. Ms. Ward further requested the board members who are county commissioners to give the ok to the IT Department for ordering. The monitors cost \$139.00 each. *Mr. Francis motioned to allow the office to purchase three new computer monitors; Mr. Gustin seconded. Motion carried (6-0).*
- Ms. Ward reviewed the e-waste program performance for the past six months since the district took over collection of electronic items. The district is working with Recycle Force from Indianapolis. They are a state registered recycler. The office has been pleased with their performance. They are prompt and efficient when picking up a load of electronics. They provide a certificate of recycling and destruction within 24 hours after picking up a load of electronics. The mid-June car count was nearly 400, and the total weight collected is up 33% over the weights reported to the district by R & B Contractor in 2013.
- Ms. Ward told the board that the district will have a booth in the merchant building during the upcoming 4-H Fair. They will have signups to win a recycled glass cheese tray and a plastic "hand" chair. They are also handing out band aid cases to the public.
- Ms. Ward reported that she had recently attended a training session for writing the new five year plans for the district. The five year plan will take the place of the original 20 year plan. The document prepared by Ms. Ward and distributed to the board in January will be a good foundation for this plan.

## Old Business

- Ms. Ward informed the board that as of today the office has 2,559 unpaid invoices. Approximately half of those invoices will get paid after the late notices are sent out. The rest will be given to Roberts law Firm for collection. Ms. Ward told the board about a company called Eagle Accounts, located in Indianapolis, who does collection work for local governments and specializes

in collecting the smaller amounts owed to government offices. There would be no cost to the district. The company will mail out certified letters and attempt to contact the delinquent accounts. The company adds a 30% collection fee to the final total. The district can close any case with them at any time. It would cost the district an additional \$5700.00 in postage and take several weeks to complete certified letter information to every delinquent bill. It was noted that people can receive a notice of a certified letter, but if they fail to pick it up, it will be returned to the recycling office. This would not fix the "I didn't get my bill" comment received when the court summons is sent to the property owner. Mr. West requested for Ms. Ward to get a written proposal from the company for discussion at the next board meeting.

- Ms. Ward reported to the board that Darrin Bates is available to meet with the auditor, treasurer, and billing committee any time before July 4. Mr. West stated he would email all parties involved and get a date for meeting.

### **New Business**

- Ms. Ward asked the board about preparing bid specs for white goods and drop off recycling sites. The county and city drop off sites contract can be renewed until December 31, 2015. The white goods contract will need to be rebid. Ms. Ward would like to have time to prepare a more detailed bid specification package. She has no other examples to review since Miami County is the only county in the state who has a white goods pickup program. (Approximately 1/3 of the districts do not handle white goods. The remaining districts either have a full time facility for drop off or a quarterly collection event is held). Ms. Ward will attempt to have the bid package ready for review at the August meeting.

### **Building Committee Report**

- Mr. Walker reported for the building committee that they had a short tour of an available property on Logansport Road. There were concerns that the property has two rented mobile homes and a rented apartment on the property. There is also concern about the extra acreage, and the amount of time or cost to have the grass mowed. There is plenty of room to expand the building, add additional buildings, or add new programs to the district. Mr. Gustin would like to continue with the plan of building a new building. Ms. Ward reported she is currently researching design, and materials for building plans. She wants to make sure all the procedures and building statutes are followed. Mr. Roberts commented that the district will need to comply with all state and local building laws and any bid specifications should be written to include compliance.

### **Lawyer's Report**

- Mr. Roberts reported that court collections have been up this year. He is having more people who wish to pay the entire amount owed, rather than set up a payment plan.

### **Public Comment**

- Two employees from the Miami Correctional Facility questioned the district's policy on accepting electronic waste. They were recently turned away due to a high number of television sets they wanted to drop off. Ms. Ward explained the program is able to accept electronic items from households, schools, and small businesses. The Indiana program does not cover large entities. Ms. Ward stated the district is charged by the pound if the amount of televisions and computer monitors exceeds 60% of the load by weight. The Miami Correctional Facility is exempt from paying the yearly recycling assessment. Ms. Ward will provide them with the contact information for Recycle Force and they will pursue their own recycling options.

### **Next Board Meeting:**

- **BOARD OF DIRECTORS- MONDAY, JULY 21, 2014 at 1:00 P.M. GAR ROOM**

**Adjournment:** *Adjournment was unanimous.*

Carla Weaver, Recording Secretary

Larry West, Board Vice Chairman