



MIAMI COUNTY SOLID WASTE DISTRICT

**MIAMI COUNTY SOLID WASTE DISTRICT BOARD MEETING
MONDAY, SEPTEMBER 15, 2014 1:00 P.M.
GAR ROOM–MIAMI COUNTY COURTHOUSE**

MINUTES

The Miami County Solid Waste District held a meeting of the Board of Directors on Monday, September 15, 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: Don Morris–Chairman–Town of Converse, Larry West–member–County Commissioner, Jerry Hamman–member–County Commissioner, Joshua Francis–member–County Commissioner, Tom Gustin–member–Peru City Council, Jim Walker–Mayor of Peru Shirley Mull–member–Miami County Council Representative.

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

Others: Bobbie Dausch–Contractor for the District, Ron Dausch–Contractor for the District, Mike Rorvik–Contractor for the District, Pat Roberts–Legal Counsel.

Absent: None

Call to Order: Chairman Don Morris called the meeting to order at 1:05 P.M.

Approval of Minutes:

Board members reviewed the meeting minutes from the August 18, 2014 Board of Directors meeting. *Mr. Gustin motioned to approve the meeting minutes; Mr. West seconded. Motion carried (7-0).*

Approval of Financial Report and Claims:

There was no discussion of Claims

Mr. Gustin motioned to approve the financial report and claims received by email; Mrs. Mull seconded. Motion carried (7-0).

Director's Report

- Ms. Ward reminded the board that Tire Day is this coming Saturday, September 20 from 8 AM until Noon. This is the last tire collection for the year.
- Ms. Ward reported that Beautification Day went well. The turnout was lower than usual, even though the weather was favorable.

Lawyer's Report

- Discussed with the board people who have outstanding judgments from 2009. Mr. Roberts sent them a reminder letter. Some obstacles in getting bills and paperwork to property owners and former property owners are banks leaving the property in the owner's name when filing bankruptcy, and address changes. The Recycling Office checks the MVP tax computer, GIS map, and their master address list before sending late notices out and again before turning the unpaid accounts over to Mr. Roberts for collection. Mr. Roberts noted that collections have been up this year.
- Mr. Roberts told the board he had sent R & B Contracting a letter stating they have not provided proper proof of workman's comp and liability insurance. He also stated he spoke with Mr. Dausch by telephone and was told he would provide the insurance certificates. The certificates were to have been received by Mr. Roberts by September 12, 2014. Mr. Roberts had not received the certificate by the start of this meeting. The insurance coverage and requirements are part of the bid specs and contract. Ms. Ward told the board she had received an insurance certificate last August, but it only showed the automobile insurance coverage on certificate. Ms. Ward asked R & B contracting for a certificate showing the other coverage that is required for the contract, and did not receive it. There was discussion about insurance requirements of LLCs in regards to workman's comp insurance, general liability insurance, and umbrella liability insurance.
- Ms. Ward has asked R & B Contracting for proof of proper disposal for the collected materials. This is also part of the bid specs and contract. Ms. Ward told the board that the district needs proof of destruction and recycling of material received by R & B Contracting. This is for protection of the district. Ms. Ward and Mr. Dausch agreed to work together to find a solution for reporting.

Old Business

- Mr. Roberts told the board that the post office no longer has an option for proof of delivery. They have tracking which will show what zip code and sometimes what carrier route where the mail was delivered. Mr. Roberts asked

the board what mailing method they wished to use for mailing the late notices for 2014. Mr. Francis stated he wanted something to show we did everything possible to deliver the late notices before turning them over to Mr. Roberts for collection. Ms. Ward was asked what kind of envelopes the office used for mailing bills and late notices. Ms. Ward replied the office uses the identical envelope the treasurer's office uses. It was suggested to send late notices in an envelope with a stamp stating the bill was delinquent. Ms. Ward replied the district is currently using enveloped plainly marked "FINAL NOTICE" in red lettering on the outside of the envelope. She also stated the office includes a letter stating what will happen if the bill remains unpaid.

Mr. West motioned to have the recycling office send the late bills out in a standard mailing as it was done in the past. Mr. Gustin seconded. Motion carried (7-0).

- Mr. Roberts expressed to the board he thought a solution to everyone receiving their bills would be to add it to the property taxes. Mr. Gustin stated he does not understand what the scope of the extra work would be for the auditor's office. Ms. Ward stated that the office is very willing to help the auditor's office in any way they can to alleviate extra work for the auditor's office.

New Business

- There was no new business.

Building Committee Report

- The committee met Tuesday September 9. Mr. West stated they have a starting point for a layout of the facility. The committee members have contacted some building companies for additional information for planning the facility. The facility would need to be larger than originally discussed. The district will need more warehouse space to operate material collection.

Public Comment

- There was no public comment.

Next Board Meeting:

- **BOARD OF DIRECTORS– MONDAY, OCTOBER 20, 2014 at 1:00 P.M. GAR ROOM**

Adjournment: *Adjournment was unanimous.*

Carla Weaver, Recording Secretary

Don Morris, Board Chairman