



MIAMI COUNTY RECYCLING DISTRICT

MIAMI COUNTY RECYCLING DISTRICT BOARD MEETING
MONDAY, APRIL 20, 2020 AT 12:00 P.M. VIA GO TO MEETING
MINUTES

The Miami County Recycling District held a meeting of the Board of Directors on Monday, April 20, 2020 at 12:00 P.M. VIA GO TO MEETING.

Attending: Board Members: Larry West–County Commissioner, Andy Horner–Town of Converse, Tom Gustin–City Council, and David Sailors–County Council.

Absent: Alan Hunt– County Commissioner, Fred Musselman– County Commissioner, and Miles Hewitt–Mayor of Peru.

Staff Attending: Samantha St. John–Director.

Absent: Carla Weaver–Assistant Director (Performing regular District duties from her home), and Bill Berkshire–Legal Counsel.

Others: None.

Call to Order: Larry West called the meeting to order at 12:31 P.M. (*Note: Late start time due to difficulties getting connected to the Go To Meeting–hosted by Mr. West.*)

Approval of Minutes:

- Board members reviewed the meeting minutes from the March 16,2020 Board of Directors meeting. *Mr. Gustin motioned to approve meeting minutes; Mr. Sailors seconded. Motion carried (4–0.)*

Approval of Financial Report and Claims:

- Board members reviewed the financial statement and claims for March 2020. *Mr. Gustin motioned to approve both financial reports and claims, Mr. Horner seconded. Motion carried (4–0).*

Director’s Report:

- **Billing Progress**– Mrs. St. John told the board that the bills were mailed out on April 3. The District started receiving payments online April 7th. There were a few adjustments to the credit/debit card and eCheck payment systems. It is working fine now. The payments by phone are not available due to the Governor’s Orders to stay home. Payments seem to be coming in well despite the challenges we have been faced with.
- **District Report**–Mrs. St. John told the board that Brad Harmon has been staying home during the time we have been closed to the public. Carla Weaver has her laptop and the phones have been forwarded to her PERSONAL cell phone. She is answering most calls and taking care of returns we have received (bad addresses, etc.) Mrs. St. John attempted to work from her home, but her internet is not able to handle what she

needs to function properly. She cannot get to files she needs that are on the server as the District does not have a VPN to use. So, Mrs. St. John has been working at the District every day. She attended some webinars and trainings prior to the time the bills were being sent out. Now, she is still attending trainings as they are found, and answering phone calls as they come in that Ms. Weaver does not answer due to being on a different call.

The Recycling Bin at State Road 18 and US 31 was permanently removed April 2. Mike Rorvik cleaned up the site and put up a “Permanently Closed” sign. Thank you, Mike!

Lawyer’s Report–Mr. Berkshire was absent.

Old Business:

- **PERF Resolution**– This is on the agenda to make sure it is attended to when the board can meet in person.
- **Removal of Recycling Sites**– Mrs. St. John explained to the board that the citizens of Macy were very vocal about their desire to keep the bin in place. Mr. West asked if the signs were on the bins yet. Mrs. St. John explained that they were not in place. She also told the board that she is working on the final steps of the grant the District received for signs for the bin. There was also a written request from a citizen in Amboy requesting that the bin stay in place. Mr. Rorvik told Mrs. St. John that the remaining trouble spot bins (Macy, Amboy, and Denver) were much improved with a lot less contamination and things not being left on the ground. Mrs. St. John recommends keeping the bins in place for at least 2 more months to see how the bins are treated after the state gets back to “normal”. Mr. Horner stated it should be tabled for another two months.

New Business:

- **Cleanup Week**– No proposals were received for the scheduled Cleanup Week. Mrs. St. John thinks that it is probably due to the uncertainty of the COVID–19 situation. She stated cancelling or rescheduling needs to be done at THIS meeting to have time for a mailing or other form of notification.
- **Cleanup Week Plan B**– Mrs. St. John recommends postponing the Cleanup Week until late September or early October. Mr. West suggested rescheduling the event during late June or the very first part of July. Mrs. St. John thinks that is not a good time due to vacation time around the 4th of July holiday. Mr. Gustin and Mr. Sailors stated they thought the later dates of September or October were better dates. *Mr. Gustin moved to postpone the Cleanup Week until October 3–10, Mr. Sailors seconded. Mr. West stated not to advertise any specific dates until we had a contractor in place. Motion carried (4–0).*
- **Opening the County Gov’t Buildings**– Mr. West explained that more employees can return to work. The District is not under the exact same rules the Courthouse is under, but the Health Officer requests everyone working is to wear a mask. As it stands right

now, we are to be closed to the public at least until May 5th. Mr. West explained that each business is to have a written plan prior to reopening to the public. Mrs. St. John currently has a written plan in the works. Mrs. St. John told the board that she has just a few N-95 masks left from their normal PPE supply. However, she has six masks, two for each employee, on order. Every employee has a supply of Tyvek suits to use upon reopening.

Next Meeting:

- BOARD OF DIRECTORS– MAY 18, 2020 at 12:00 P.M. (NOON) MIAMI COUNTY RECYCLING DISTRICT CONFERENCE ROOM, 2651 W LOGANSPORT RD, PERU, IN

Adjournment: *Adjournment was unanimous. Mr. West thanked those who were able to attend and connect to the meeting.*

Samantha St John, Director

Larry West, Board Chairman