

Saline County Regional Solid Waste Management District

Regular Board Meeting

2/15/17

Present:

Chairman Jim Erwin, Judge Jeff Arey, Dr. Dean McCormack, Mr. J.R. Walters, Mayor Jamie Lyman, and Mr. Mark (Gator) Ridgeway (Alexander), Ms. Tiffany Dunn, Interim Executive Director, Mr. Shane Knight, IDCO, Ms. Cathy DePelsMaeker, Office Manager, Mr. Jordan Woolbright, Accountant, Mr. Sam Ed Gibson, Attorney, Mr. Gerry Burke, Municipal Services Manager, Republic Services

Absent:

Ms. Stacy Ford, Inter-District Waste Tire Program

Meeting called to order at 2:03PM by Chairman Erwin.

- 1) Chairman Erwin expressed thanks to J.R. Walters and the Board for leading the Public Hearing and Board Meeting on December 21, 2016.
- 2) Minutes from the December 21st Board Meeting were unanimously approved by the Board.
- 3) Mr. Erwin also introduced and welcomed newly appointed Alexander Representative, Fire Chief- Mr. Mark (Gator) Ridgeway.

Review of Financial Statement and Financial Position

Mr. Woolbright presented the Financial Statement and Financial Position of the District for December 2016 to year-to-date. The Board voted and all were in favor of approving Financials. Financials were approved for December 2016 and January 2017.

Inter-District Waste Tire Program

Due to the absence of Ms. Stacy Ford, the Board had in their possession the Inter-District report, and will review it at a later time.

IDCO

Mr. Shane Knight offered his report centering on activities since the December Board Meeting. Currently, this has been a very productive year for the IDCO, as seen in the number of cleanups and pounds of trash collected on illegal dump sites. Mr. Knight is also working with the city of Benton to determine the landowner for 2 parcels of land where materials were dumped illegally. Chairman Erwin asked about the deadline for permitting our haulers, and which haulers were still not permitted for 2017. Mr. Knight responded that one hauler remains unpermitted for 2017 (Waste Management), and they acknowledged that they will be compliant with permitting and late fee soon.

Marketing

Ms. Tiffany Dunn highlighted a few events from her report to the board. Significantly, this is the busiest time of year for the Marketing Department, as major preparations are being made for the Re-Fashion Bash. In addition, on March 4th, our first Drop off event of the year will be taking place at FSBC in Bryant from 8am-11am. March 11th will mark Saline County's Serve Day/Trail Cleanup. This day will include beautification projects and litter pick up- members of the YEA! Teams are expected to be a part of this special day. The Re-Fashion Bash had their first meeting of the year on January 17th, with an overwhelming turnout. Approximately 125 children have signed up! Also, the first mentor week was last week, and went very well. Professionally, Ms. Dunn stated that she is now a member of the AR Environmental Education Association, and attended

meetings for Benton Matters, Keep Bryant Beautiful (including certification training), Civic and Government, SWANA, and Saline County Leadership. Ms. Dunn also provided the board with a listing of upcoming events in the county. Chairman Erwin concluded with expressing appreciation for the work that Ms. Dunn has accomplished.

Executive Director Update

- A) Interim Executive Director, Ms. Tiffany Dunn, presented year-to-date statistical information about the district's Landfill Coupon Program and Recycling. Mr. Erwin inquired if showing proof of trash service has helped in those situations where folks try to get coupons even though they don't fit the guidelines. Ms. Dunn responded that although those situations do still occur, we still require the proof of trash service to obtain coupons, and, in turn, without that piece of information, we are unable to give them coupons.
- B) Ms. Dunn presented a proposal for the construction of a wall in the district's office. Upon review of the schematics and pricing, Jones Glass gave us the lowest bid. (The wall will be ADA compliant.) Judge Arey motioned for approval, and motion to install front office wall by Jones Glass, was approved unanimously by the district board. Time frame for installation: approximately 2 weeks.
- C) Ms. Dunn presented an informational flyer to be posted at the landfill about plastics recycling. Addressed at a recent meeting with Blaine Ellzey, the need for educating the public about the requirements for plastic recycling was presented. Due to recent contamination issues, the flyer stresses the importance of checking your plastics to ensure you are only disposing of #1 or #2 plastics, and to make sure that they are completely rinsed out. Curbside recycling will still be available for Republic Services customers. It will include plastics numbered 1,2,5, and 7, cardboard, and metals like soup or soda cans. Dr. Dean McCormack inquired if lids to aforementioned recyclables numbered #1 and #2 are to be placed in recyclable bins. Ms. Dunn stated that she would confirm with Republic Service to see if that is to be included in the recycling bin.
- D) Ms. Dunn also presented the new 5-year Solid Waste Plan and Needs Assessment to the Board. The Board motioned and approved the plan.
- E) Ms. Dunn presented pricing information in regards to the topic of implementing a back-up server for the district office. Upon investigating ARNetEx and Crash Plan Pro, there are significant costs to consider for either program to be implemented. Chairman Erwin proposed a special committee (to include Judge Arey and Ms. Dunn) be established for the district. This special committee's purpose would be to review the district's disaster recovery program. Topics to be addressed: (a) Computer system, (b) paper documents storage, and (c) cloud backup.
- F) E-Waste Program: Ms. Dunn has coordinated with Chris Treat, the City of Bryant's Park Director, the establishment of an E-Waste drop off program, 1 event per month- every second Wednesday of the month. We will be partnering with Bin There Dump That for these events. These events will take place at Bishop Park. It is anticipated that these events will start in April. The inception of the new E-Waste program was the result of both Benton and Bryant Goodwill locations not accepting electronics for recycling anymore.
- G) Recycle Saline Organizational Chart: Ms. Dunn presented the board with a chart displaying the different duties each person at Recycle Saline is responsible for.
- H) Executive Director update: The Board inquired about how the office has been running as of late. Ms. Dunn responded that things have been running smoothly, and everyone has been working together well. Ms. Cathy DePelsMaeker and Mr. Shane Knight were both in agreement that all has been functioning properly, and the team has been working well together. Upon discussion, the Board agreed to go into Executive Session to discuss the status of the Executive Director position.
- Prior to entering into Executive Session, Chairman Erwin inquired of the protocol for invoice approval and payment through the district's accountant, Mr. Jordan Woolbright. Ms. Dunn explained how invoice processing and invoice payment occurs within the district. Chairman Erwin expressed satisfaction with the process which does include a "checks and balances" procedure.

The District Board entered Executive session at 2:41PM

After Executive Session concluded, Judge Jeff Arey addressed two items:

- 1) Motion to approve new executive director, with a special committee made up of Judge Jeff Arey and Chairman Jim Erwin to research the salary for the director and to outline her job duties. Upon agreement of a new salary, Mr. Erwin stated it would be retroactive to today's date- February 15, 2017.
- 2) Chairman Erwin requested a Press Release appointing our new Executive Director for the district.

Meeting adjourned 3:02PM