

Regular Board Meeting

Wednesday, December 16, 2020

Present:

Chairman Jim Erwin, Tiffany Dunn-Executive Director, Hunter Schelle-Environmental Enforcement Officer, J. R. Walters, Mayor Paul Mitchell, Jennifer Hill, Attorney Sam Ed Gibson, Jordan Woolbright, Judge Jeff Arey and Ms. Sheryl Childs (via zoom).

1. Call to Order and Sign In

The Saline County Regional Solid Waste Management District Regular Board meeting was called to order at 2:00 p.m. by Chairman Jim Erwin at the Benton City Hall Council Chambers located at 114 South East Street in Benton, Arkansas.

2. Review and Approval of Minutes from August 19, 2020 Meeting

Chairman Erwin ask if there is any discussion concerning the minutes from August 19, 2020. There is a motion for approval of the minutes made by Mr. J.R. Walters and seconded by Ms. Jennifer Hill. Motion passed. All approve.

3. Review of Financials from Aug., Sept., Oct., Nov. 2020: Jordan Woolbright

Mr. Woolbright reports to the Board the beginning Total Cash and Cash Equivalents of the Bank Account Summary for August 2020 was \$4,935,989.76 and the ending of the month was \$4,898,720.54. Page 2 is the Operations Detail Report that list the totals for August 2020 of \$22,052.97 and Page three which supports Page two figures per line item. Page 4 is the listing of the Grant monies for the past 7 months and the total spent for August which is \$5,258.00. Page 5 supports the figures for the line items of Grant monies spent for August 2020.

Mr. Woolbright reports the end of September Total Cash and Cash Equivalents was \$4,970,448.95 which was an uptick from the beginning of the month of \$4,898,720.54. You will notice in the middle of the page there was an inflow of \$101,857.00. Page 2 is the Operations Detail Report for the month of September that has the totals of expenditures of \$26, 551.05. Page 3 gives the details for those transactions for the month of September, which has a couple of months of insurance to make sure we are up to par at the end of the year. Page 4 is the Grant report for the month of September with a total spent of \$7,966.06 and the \$101,857.00 was received for ACT 1333 Grant for the 2020-2021 year. Page 5 is the listing of the Account Transactions for the month of September 2020.

There is an uptick for the month of October ending the month with a total of \$4,978,999.93. Mr. Woolbright relays that there was a check for the 2020-2021 Recycling year that created an uptick for October 2020. Page 2 is the Operations Detail Report for the month of October and the District spent \$19,298.68 and the details of the Account Transactions for the month of October are listed on Page 3. Page 4 shows the amount of \$4,302.00 that was spent from the Grant program for October. Page 5 gives the details of the transactions for the Grant program for October 2020. Proceeding to the month of November 2020, the Total Cash and Cash Equivalents for the end of November is \$5,099,159.67. The Revenue Account had an inflow of \$168,840.12 from the Royalty payment from Republic Services Saline County Landfill. The outflow from the Operating Account for the month of November was

\$41,764.15, which is listed on Page 2. This is an uptick from most months due to the fees to Heritage Environmental, LLC, for the Hazardous Waste Event in October 2020. The total for the Hazardous Waste Event was \$17,919.27. The details of the Operations Transactions is on Page 3 and if there are no questions, we can move to Page 4 where a total of \$8,596.00 was spent out of the Grant monies for the month of November 2020. Page 5 is a detail of the Recycling account Transactions for the month of November 2020. Chairman Erwin ask if there are any questions concerning the Financials for August, September, October and November 2020 and a motion is made by Mr. J. R. Walters to approve the Financials for those months in 2020 and seconded by Ms. Jennifer Hill. All approved.

4. Inter-District Tire Update: Leslie Morris

Mrs. Morris was not in attendance for this Board Meeting. All Inter-District Tire information was emailed over and included in the Board Packets.

5. Environmental Enforcement Update-Hunter Schelle

Officer Schelle relays to the Board that since we are on a time crunch today that he will skip to the last page for Year-to-Date Information. He explains that there have currently been 69 cases and of those there have been 67 closed with 2 remaining open cases. A total of 226,060 pounds or 113.03 tons have been cleaned up throughout the year. Officer Schelle asks if anyone has any further questions. Judge Arey does ask about a summary of why there are Waste Hauler Complaints and what they were over. Officer Schelle responds that majority are over non-permitted trucks and that a few have been from some trucks compacting in Neighborhoods that we have received complaints over due to the trucks leaking waste. Chairman Jim Erwin asks the question of when it is expected to have all paperwork turned in by Waste Haulers for the permitting of the 2021 year. Officer Schelle Responds that 13 are 100% done out of 33, 19 have turned in packets but we are waiting on Tax Clearance Forms. The plan is to have all 100% completed by the end of the year, but there are a few that have been known to have Tax Clearance issues so there is a possibility of that not happening. There also was a brief discussion over Saline County Disposal and complaints we have received by customers over issues of communication with the company as well as trash not being picked up in a timely manner.

6. Executive Director Update: Tiffany Dunn

a.) Marketing and Education Report

Ms. Dunn relays to the Board that we have received a list of dates that the Republic Landfill will be open for the 2021 year, most will be the first Saturday of the month minus July and September due to those dates falling on a Holiday Weekend, as well as the November date will fall on the weekend after Thanksgiving. Chairman Jim Erwin asks if these dates have been released to the public yet, Ms. Dunn informs him that the last Saturday of December has been on Facebook; but is waiting to release the other dates until December 26th to help reduce confusion. Ms. Dunn also relays to the board that all dates for the Electronic Waste Drop off have been set for the 2021 year as well as the grant for the Special Recycling event to be held on January 30th or February 6th of the 2021 year has been received. She informs the board that this will be hosted in conjunction with Pulaski and Faulkner County, and the main purpose of the event will be to collect computers and tablets. If TV's are brought, we will accept them, but they will not be advertised. Ms. Dunn also relays to the board that the Recycling Contract with Republic Services will be renewed for the 2021 year for the Recycling programs located at the Schools. Ms. Dunn relays that the Refashion Bash for the 2021 year is planned to be in person at the Benton Event Center. It will be held on Saturday, April, 24th 2021. All paperwork has been submitted to the schools as well as the participants that would have

been in the 2020 event. She also informs that there will be an information meeting held at Bauxite High School Auditorium, so that social distancing rules can be in place.

b.) 2020 Landfill Coupon Program

Ms. Dunn relays to the board that a total of 7,340 coupons have been sold this year and that is 3,670 homes that have received coupons. Of the 7,340 coupons sold there has been a 62% redeem rate at the landfill from the coupons that have been sold this year. Ms. Dunn informs the board that coupon sales have been up since previous years, and that majority of the jump in numbers was from the final week of people coming in last minute to get coupons and going straight to the landfill to redeem them. Ms. Dunn reports that there has been \$36,700 collected from coupon sales for the year.

c.) Recycling Report

Ms. Dunn relays to the board that the recycle report number goes through the month of November 2020. At the yearly Household Hazardous waste event there was 13,748 pounds of material collected. Currently the Electronic Waste program has collected 116,333 pounds so far this year, but we will still be collecting from the drop off held at Habitat for Humanity.

7. New Business

a. 2021 Budget

Ms. Dunn asks the board to please look at the Memorandum located in the board discussion packet to discuss the recycling grants. Ms. Dunn informs the board that to continue these programs for the 2021 year she would request E-Waste Grant money in the amount of \$70,000 and for ACT 1333 Grant Money the amount of \$90,000. She informs the board that for ACT 1333 we received \$101,857 dollars to operate into 2021. Also, for the E-Waste Grant for 2019-2020 we received \$70,235 dollars and for 2020-2021 for E-Waste Grant we received \$27,097 dollars. Ms. Dunn informed the board that this will be the last amount of Grant money received for E-Waste and that we would not receive more. We will be expected to use ACT 1333 grant money to help support these programs. Ms. Dunn advised the board that coming into 2022 we will have to look at how to operate these programs. Judge Arey makes motion to approve, seconded by Mr. JR Walters. All approved.

Proposed budget for the 2021 Year- For exact budget broken down into sections please refer to the Proposed 2021 Budget sheet enclosed in the board packet. Ms. Dunn also pointed out to please keep in mind that Royalty Payments from Republic Services have increased because of the addition of the Southwest Central District in October 2020. Ms. Dunn informs the board that this budget does include a 1.5% cost of living increase for all District Employees and other than that there have been no changes to the previous budget from the 2020 year. Ms. Dunn informs the board that the District is on track and in a position of stability and that will be maintained into the foreseeable future. Mr. Erwin asks if there are any questions pertaining to the budget or the 1.5% cost of living increase. He then asks Judge Arey if the County has also done one. Judge Arey replies that the County has adjusted the County

employees cost of living increase, and that it has been based off of a Salary study done every two years. Motion to Approve made by Mr. JR Walters, Seconded by Ms. Sheryl Childs. All Approved.

b. Household Hazardous Waste RFP

Ms. Dunn informs the board that she would like to present a new idea for the Household Hazardous Waste events. She informs the board that she would like to go from a one event a year to trying to hold events quarterly and that there are two local companies that we know of that are Hazardous Waste Companies. One of these companies we have previously worked with Heritage, and the other is CTS services also located in Benton. Ms. Dunn informs the board that we would start advertising for the RFP at the start of January, pick a winning bid by February, and if everything works out, we would plan to start the HHW event in March. In the RFP it is requesting the companies to hold the HHW event at the facility that would allow a more convenient drop off, as well as save on cost of transportation. Ms. Dunn relays to the board the plan is to use coupon sales to help offset the pricing to host the four quarterly events. The idea would be to offer Saline County Residents HHW coupons along the same lines as the Landfill coupon program is operated. The HHW coupons would be \$10 cash per coupon, where they would pick these up at the office, to then be able to redeem at the drop off location of the company that is awarded the bid. Ms. Dunn informs that this would not cover the complete cost of the HHW program, but the coupons will help offset the price. Ms. Dunn also states that this would help provide more opportunity to the Saline County residents to get rid of their stuff throughout the year instead of having to wait all year for one event to do so. She explains the budget for HHW for the year of 2021 is set at \$20,500 dollars which will allow us to help cover the fees for what is on the list of items the residents can dispose of. Any items that are not listed or any amount over the maximum amount listed the resident would be responsible for that extra fee. All materials that will be accepted as well as maximum amounts are listed in the RFP. Judge Arey asks if there will be an amount each household is limited to, Ms. Dunn advises that we are limiting it to four events a year, so there would be no issue with also limiting the coupons to four coupons per year. Mr. Erwin asks if this would be handled and operated along the same lines as the landfill coupons. Ms. Dunn advises that it would be handled the same way, and a new spread sheet would be created to keep track of households and weight so to ensure accurate information. Motion to approve Mayor Mitchell, seconded by Jennifer Hill, All Approve.

8. Old Business

a.) Equipment

Ms. Dunn relays to the board that there is some old business to discuss for the sale of the Districts Alley Cat trailers, the Homemade trailer, and the Case Skid Steer. She notifies the board that the Case Skid Steer has recently sold on govdeals.com in the amount of \$15,200 dollars, but that the other trailers have been ran twice on the govdeals website with no success of meeting the current reserve prices that are listed. Ms. Dunn states that an ideal way to sell the trailers would be to sell to private parties as well, but the guidelines for the District to sell items must follow the same guidelines as the County in which we are located. Mr.

Gibson explains that he is looking further into ways of selling these items and that he would have to get back in touch to see if there are any other options. A discussion comes up over the rent of trailers that are not being used, and that it may be better to lower reserve prices being as though these trailers do not serve a purpose because they are not being used.

9. Public Comments

Chairman Jim Erwin states that there does need to be a new Chairman elected for the 2021 year. Judge Arey makes a motion to Elect Jim Erwin as Chairman for the 2021 year, Mr. JR Walters seconds that motion, All approved.

Attorney Mr. Gibson explains that the landfill coupons have saved the Residents of Saline County somewhere north of \$57,000 dollars throughout the 2021 year.

Chairman Jim Erwin informs that the 2021 board meeting will begin at 1 p.m. instead of 2 p.m., Ms. Dunn relays to the board that she will send the dates out by email to each board member to be added to their calendar.

Motion made to adjourn by Mayor Paul Mitchell and seconded by Ms. Jennifer Hill.
Motion passed.