

Regular Board Meeting

Wednesday, August 18th, 2021

Present:

Chairman Jim Erwin, Tiffany Dunn-Executive Director, Hunter Schelle-Environmental Enforcement Officer, Jennifer Hill, Attorney Sam Ed Gibson, Judge Jeff Arey, Leslie Morris, Zeke Jones

Absent- Mayor Paul Mitchell

Call to Order and Sign In

The Saline County Regional Solid Waste Management District Regular Board meeting was called to order at 1:00 p.m. by Chairman Jim Erwin at the Benton City Hall Council Chambers located at 114 South East Street in Benton, Arkansas. Let the minutes reflect Chairman Erwin will be the Proxy for Sheryl Childs, and Judge Jeff Arey will be the proxy for JR Walters.

1. Review and Approval of Minutes from April 21st, 2021, Meeting

Chairman Erwin ask if there is any discussion concerning the minutes from April 21st, 2021. There is a motion for approval of the minutes made by Ms. Jennifer Hill and seconded by Judge Jeff Arey Motion passed. All approve.

2. Audit Report for 2020- Zeke Jones

Mr. Jones explains that as of December 31st the total cash for the investments for the district was at 4.7 million, which reflects an increase of \$437,000.00 from the prior year. The total assets have increased by \$385,000.00 as well the Net position increased by \$374,000.00 which was the net income for the 2020 year. Royalty income was at \$542,000.00 which was an increase of \$143,000.00 from the previous year. Mr. Jones explains that the Grant Revenue has decreased \$43,000 overall the revenue was at \$88,000 for the year. Expenses for the E-waste had decreased by \$15,000 and the recycling grant has decreased by \$51,000, Overall, the expenses have decreased by \$91,000. Mr. Jones explains that the cash fund has increased by \$400,000 during the year and finance statements show the restricted use funds for recycling are at \$385,000. Mr. Jones also states there has been no change in capital assets for the District. Motion to approve by Jennifer Hill, seconded by Jeff Arey all in favor.

3. Review of Financials from April 2021, May 2021, June 2021, July 2021: Jordan Woolbright

Mr. Woolbright was unable to attend this meeting. Ms. Tiffany Dunn will be going over the financials in his place. Ms. Dunn states she will highlight some of the previous months as well as review the final month of July's financials. Ms. Dunn explains that in the month of April we did host the Re-Fashion bash so it will reflect the expenses from that event as well receiving a royalty check from Republic Services for that Quarter. In the month of May we had teacher payouts for the YEA! Teams which are reflected in the financials. In the month of July, we had a big payment made for the audit and received our quarterly Royalty payment from Republic. Ms. Dunn informs any further details that wish to be viewed can be found in the operations detail report for the months of May, June, and July.

Ms. Dunn goes into detail over the month of July, stating that the total cash and cash equivalents total was \$5,124,581.62 and that the total for the end of July was \$5,243,516.48 which has an increase due to receiving a royalty payment. Ms. Dunn also informs the board on page two they will see a rise in salary and wages due to three pay periods in the month of July, as well as an increase in professional fees for the audit payment.

Judge Jeff Arey makes motion to approve, seconded by Ms. Jennifer Hill, all in favor to approve.

4. Inter-District Tire Update: Leslie Morris

Mrs. Morris informs the board that she will be discussing the new reporting style she has laid out and explain how it works. Ms. Morris explains that this reporting style is done only each quarter and that this same report is what is sent to DEQ that they use to give the reimbursement back to the Inter-District Tire. Ms. Morris states that there were 240,000 tires collected within this quarter, with a reimbursement fee of \$2.09 per tire which totals up to \$502,517.51 which is shown how it is spent listed below on the Program Costs per quarter. Also Ms. Morris wants to point out a new section created on the report labeled as Capital Fund which shows the total of \$70,921.36. She explains that this is for all the districts to be used to help the tire processors with the equipment, as well as to help process more tires. Ms. Morris also explains that the \$75,000 per quarter for the Extra-Large Tire Program is going good and is helping the process run more efficiently.

5. Environmental Enforcement Update-Hunter Schelle

Officer Schelle relays to the board for the period over the month of April to the month of July. Officer Schelle explains that for the period of April and May that there was a total of 9 cases with 0 of those being open. A total of 1,265 tires were collected from the landfill as well as 41 tires have been collected from illegal dumps. The reporting period disposal county was at 3.14 tons or 6,280 pounds. Officer Schelle then goes over the reporting period of June to July where there were 11 total cases worked with 0 of those cases being open. A total amount of 455 tires were collected from the landfill which officer Schelle explains is a drop in tires received but there were also 50 illegally dumped tires that had been cleaned up for this reporting period. Officer Schelle states there were a total of 2.84 tons or 5,680 cleaned up for this reporting period. Officer Schelle then goes over the Year-to-Date total cases and weight. He states there have been 38 cases worked for this year, with a total of 27,385 pounds cleaned up or also 13.69 tons with a total of 132 illegally dumped tires that have been picked up this year.

6. Executive Director Update: Tiffany Dunn

a.) Marketing and Education Report

Ms. Dunn explains at the top of the report is a listing of all Recycling events for the 2021 and 2022 year. She informs the board that the YEA! Team will be starting back up with several new leaders at some of the schools. Ms. Dunn informs the board that this year we will not be doing the Re-Fashion bash in April we will be doing a YEA! Team celebration still hosted at the Benton Event Center. Ms. Dunn also states to the board that we have hired a Marketing Agency to go in conjunction with our cities and Law Enforcement Agencies to start a litter free campaign. Our thoughts are to host this two times a year for a weeklong Zero Tolerance for Littering. Ms. Dunn informs the board that we will be expecting a proposal from the Marketing Agency mid-September to see the ideas they come up with.

b.) Landfill Coupon Program

Ms. Dunn relays to the board that a total of 5,786 coupons have been sold this year and that is 2,893 homes that have received coupons. Of the 5,786 coupons sold there has been a 42% redeemed rate at the landfill from coupons that have been sold this year. Ms. Dunn reports that there has been \$28,935.00 collected from coupon sales for the year. Ms. Dunn also reports that there have been 1,985,838 pounds disposed at the landfill using the coupons.

c.) Recycling Report

Ms. Dunn informs the board that we have collected 13,410 pounds of paper and cardboard from our non-profits. The HHW event that was held in June collected 5,030 pounds with a total of 6,151 pounds collected for the year. Ms. Dunn informs the board that there has been 45,772 pounds collected of E-waste for the year, and that there has been 32,186 pounds of paper and cardboard collected from our schools.

7. New Business

Ms. Dunn informs the board that Mr. Kelly has sold the building that our office is currently located in, and at the time our current lease ends at the end of September, and we are unsure of what the new lease price will be. Ms. Dunn states she feels like this has opened a new door to the possibility of purchasing a new building for the Recycle Saline Office. Ms. Dunn informs the board that she has reached out to Judge Jeff Arey about the idea and that we have currently done a walk through of the Jones Heating and Air building located off Edison. Ms. Dunn states that she feels that this would provide the district with a lot of opportunity and a lot of growth for the Recycle Saline Office and the ability to help us manage things that we currently have contracted out to other businesses. Ms. Dunn informs the board that we do currently still have the property sitting off Neeley St right now that was purchased in 2012 with the idea to create a recycling center. Ms. Dunn informs the board that she feels like this is a great opportunity that has opened for us, and we would like to ask the board for a motion to move forward with negotiations on a new building. Mr. Sam Ed recommends to the Chairman Jim Erwin and the board that requires the Executive Director get board approval for expenditures over the price of \$2,000 or above. He suggests that the motion should include the authority for the Executive Director to spend over this amount for expenditures needed to gain information on the idea of purchasing the new building. The Suggestion is also made to have an appraisal, environmental site assessment, and property survey done as well.

Motion to approve Executive Director to move forward with necessary assessments and fees for the information needed to look at purchasing the new building. Jennifer Hill makes the motion seconded by Judge Jeff Arey. All in favor.

Ms. Dunn informs the board that the next item that is up for discussion would be the request to purchase a new copy machine for the office. Ms. Dunn informs the board that we have received quotes from two companies one being DataMax, and the other being Capital Business Machines.

Ms. Dunn informs the board she would request the quote from Capital Business Machines be approved for the purchase of a new copier at the price of \$6,495.00.

Motion made by Judge Arey to approve, seconded by Jennifer Hill all in favor.

Ms. Dunn informs the board the next item would be EEO Equipment, and states that Hunter would like for us to purchase a Pepper Ball Gun to carry in the vehicle with him when going to properties. Jim Erwin asks what the purpose of this is. Ms. Dunn explains that the intent is that it is not to be used, but to be with him for personal protection and self-defense. Judge Arey asks if there are any policies in place for this, Sam Ed replies that there is no firm policy against it.

Motion made by Judge Arey to approve the purchase as well as to research a policy to put into effect for this purchase, Seconded by Jennifer Hill all in favor.

8. Public Comments

Ms. Dunn introduces Ms. Lori Burke with ADEQ who has joined us today. Ms. Dunn informs the board that Ms. Burke will be assisting with the District as well as a couple others, and that we are happy to have her with us.

Motion made to adjourn by Jim Erwin and seconded by Judge Jeff Arey.
Motion passed.