

Regular Board Meeting

Wednesday, August 17, 2022

Present:

Chairman Jim Erwin, Tiffany Dunn-Executive Director, Attorney Sam Ed Gibson, Judge Jeff Arey, Mayor Paul Mitchell, JR Walters, Toby Hirscheider, Leslie Morris, Jordan Woolbright and Zeke Jones.

Absent: Jennifer Hill and Hunter Schelle

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.

1. Review and Approval of Minutes from April 20, 2022 Meeting

Chairman Erwin asked if there is any discussion concerning the minutes from April 20, 2022. There is a motion for approval of the minutes made by J. R. Walters and seconded by Judge Jeff Arey. Motion passed. All approved.

2. Review of Financials from April 2022, May 2022, June 2022, and July 2022 : Jordan Woolbright

Mr. Woolbright reports to the Board the beginning Total Cash and Cash Equivalents of the Bank Account Summary for April 2022 was \$4,633,623.73 and the ending of the month was \$4,762,738.05. Page 2 is the Operations Detail Report that list the totals for April of \$21,636.10 and Page three which supports Page two figures per line item. Page 4 is the listing of the Grant monies for the month of April 2022 that was spent was \$10,831. Page 5 supports the figures for the line items of Grant monies spent for April 2022.

Mr. Woolbright reports the beginning Total Cash and Cash Equivalents of the Bank Account Summary for May 2022 was \$4,762,738.05 and the ending balance of the month was \$4,723,211.83. Page 2 is the Operations Detail Report that list the totals for May 2022 for \$31,919.73. Page 3 supports Page two figures per line item. Page 4 is the listing of the Grant monies for the month of May with a total spent of \$13,257.00. Page 5 supports the figures for the line items of Grant monies for the month of May 2022. Mr. Woolbright relays to the Board that this month included the pay out to the teachers for the YEA! Team Program.

Mr. Woolbright reports the beginning Total Cash and Cash Equivalents of the Bank Account Summary for June 2022 was \$4,723,211.83 and the ending balance of the month was \$4,685,146.22. Page 2 is the Operations Detail Report that list the totals for June 2022 of \$34,038.81. Page 3 supports Page 2 figures per line item for the month of June 2022. Page 4 is the listing of the Grant monies and for the month of June 2022 \$4,561.00 was spent. Page 5 supports the figures for the line items of Grant monies for the month of June 2022.

Mr. Woolbright reports to the Board the beginning Total Cash and Cash Equivalents of the Bank Account Summary for July 2022 was \$4,685,146.22 and the ending of the month was \$4,652,017.63. Page 2 is the Operations Detail Report that list the totals for July 2022 of \$35,857.80. Mr. Woolbright relays that the month of July had three payrolls and the taxes will be paid in August 2022. Page 3 gives the details for those transactions and supports Page 2 figures per line item for the month of August. Page 4 is the listing of the Grant monies spent for the month of July 2022 was \$13,413.00. Page 5 supports the figures for the line items of Grant monies for the month of July 2022.

Motion made to approve Financials by Judge Arey and seconded by Toby Hirscheider. All approved.

3. 2021 Audit Report: Zeke Jones

Mr. Jones reports to the Board the Audit shows a good report for the District as of December 31, 2021. Mr. Jones asked the Board to go to Page 4 to begin the Auditor's report, which is the unmodified opinion, the good opinion, where we had no findings. Page 7 begins the Balance Sheet of the Assets, Liabilities, Operating Revenues and Operating Expenses for the District. The total Assets and Deferred Outflows of Resources is \$5,488,003.00. Page 8 list the Operating Revenues and Expense with a change in Net Position of \$298,754.00. The Net Position at the Beginning of the year was \$4,651,295.00 and the Net Position at the End of the Year was \$4,950,049.00. Page 9 continues with Operating Activities and shows a net increase in cash at the end of the year of \$325,200. Page 10 list the Summary of significant Policies and Page 11 under Note 3 is the listing of the Investments and Note 4 is Capital Assets with an ending balance of \$93,754.00. Page 12 under Note 5 list the Grant Advances and the Balance at the beginning of the Period was \$385,942.00 and the Balance at the End of Period was \$372,038.00. Note 6 on Page 12 relays to the Retirement Program and the contributions change from year to year through APERS. Page 16, Note 7, under Commitments updates the agreement to lease the office space at 114 West Sevier in Benton, AR for \$1,260.00. Note 8, under Related Party documents that a company owned by a board member's spouse was paid \$1,265.00 for promotional materials. Note 9 on Page 16 relays to Subsequent Events that were evaluated through June 14, 2022. The District purchased a building in Benton, Arkansas and moved the operations to this location. The purchase price was \$615,000.00 and no debt was obtained by this purchase.

Motion made to approve the Audit by J.R. Walters and seconded by Mayor Paul Mitchell. All approved.

4. Inter-District Tire Update: Leslie Morris

Ms. Morris reports that at the present time, the tire program for the state is on hold. The re-imburement from DEQ to Davis Rubber was to be \$808,656.00 and they have only gotten \$550,000.00 from Department of Finance and Administration. Ms. Morris relays everyone is looking for answers and at this time there will be no collection of tires or delivery of tires to Davis Rubber. Ms. Morris relays the suspension of community cleanup events for tire collections. Ms. Morris is hoping for the program to be operational again soon.

5. Environmental Enforcement Update: Tiffany Dunn

Tiffany reports for Hunter who is on vacation. During April and May of 2022, there were 6 cases that were investigated and closed. There have been 1,359 tires collected with 8 tire manifest and 127 illegally dumped tires. The tonnage for illegal disposal is .975 tons or 1,950 pounds. During June and July of 2022, there were 12 cases that were investigated and closed. There have been 1,087 tires collected and 9 tire manifest and no illegally dumped tires. The permit packet for one tire trailer to be moved to the

office has been submitted to DEQ and waiting for approval. The tonnage for illegal disposal is 1.19 tons or 2,380 pounds.

6. Executive Director Update: Tiffany Dunn

a.) Marketing & Education

Ms. Dunn relays that there has just been a Household Hazardous Waste event on August 10 and the next one and last for the year will be on Saturday, October 29, 2022. On that date there will be hazardous waste, electronics, paper shredding and tires to be collected. Bin There Dump That will help in these events, but next year these events will change. The new school year brings a new YEA! Team and Ms. Dunn will be meet with them on August 29, 2022, to discuss and make them aware of the make up of the YEA! Team duties. Ms. Dunn relays that a Governance Committee is being formed to discuss moving Solid Waste Districts possibly under the Department of Commerce and Tire Districts restructure. Chairman Erwin ask when this would go into effect and Ms. Dunn relays the next legislative session.

b.) Landfill Coupon Program

Ms. Dunn relays to the board that a total of 5,457 coupons have been sold this year and that is 2,250 homes that have received coupons. There are 3 months to sell coupons.

c.) Recycling Report

Ms. Dunn reports to the Board, there have been 21,335 pounds of cardboard that have been collected from Non-profits, 5,052 pounds of Household Hazardous Waste collected, 37, 596 pounds collected at the E-waste events and 16,390 pounds collected for cardboard from schools.

7. New Business

a.) Recycle Saline Recycling Program

Ms. Dunn would like to present to the Board a new program at the office and one of her dreams for the residents of Saline County of beginning the Recycling Program at the new office. At the present time, we would start by collecting plastics #1, #2, and #5, e-waste, white paper, newspaper, magazines and flattened cardboard. Beginning the program on Tuesdays and Thursdays for now, and possibly another employee as we see how the program takes off. At this time, the non-profits and schools will still be contracted to Bin There Dump That for pick up and Central Shredding and Recycling will weigh, bale, sell, and the District would get 25% of revenue from the sales. Enclosed is a Contract and Resolution 3 of 2022 to authorize the making of a contract with Central Shredding and Recycling that Ms. Dunn would like to consider and make a motion to approve this venture. Motion to approve by J. R. Walters and seconded by Toby Hirscheider. All approved.

b.) Solid Waste Needs Assessment

Ms. Dunn relays to the Board that she would like to see a new Solid Waste Needs Assessment done, due to the fact that the last time one was done in this area was 1990. As we move forward, Ms. Dunn would like to be sure that we have the right tools to make the most difference for our District. Ms. Dunn would appreciate an agreement by the Board to approve a RFQ to submit quotes and bring to the October meeting to begin the process.

Motion to approve RFQ for a Solid Waste Needs Assessment for the District made by J. R. Walters and seconded by Toby Hirscheider. All approved.

c.) Lighting for Office

Ms. Dunn relays that the office lighting and warehouse lighting need to be updated because most of the office lights don't come on. There have been quotes from Staley, Middlebrooks, and Fleming. This would update to LED light for the 41 fixtures that need to be updated in the office and warehouse. Staley had the lowest quote for \$7,892.07.

Motion to approve Staley to replace 41 light fixtures with LED lighting in office and warehouse made by J. R. Walters and seconded by Mayor Paul Mitchell. All Approved.

d.) Office Furniture

Ms. Dunn relays to the Board that because the office is larger, we do need some furniture for the Lobby and would appreciate the Board approving from \$5000.00 to \$7000.00 to cover the needs of taking care of things for the building.

Motion to approve \$5000.00 to \$7000.00 for Office Furniture purchases made by Mayor Paul Mitchell and seconded by J. R. Walters. All approved.

Ms. Dunn relays that the quote for the signage on the building has just been submitted. The first installment to get the signage for the building is \$5,217.60 and there does need to be a motion to approve the proposal to begin the work for the signage.

Motion to approve the first installment for payment is made by Judge Arey and seconded by Mayor Paul Mitchell. Chairman Erwin asked if there are any lights on the back parking lot and Ms. Dunn relays that there are lights for the back of the building. Ms. Dunn also relays that Hunter has found some cameras that would cover the front door, lobby and back parking lot. They can be monitored in the office at this time and by the app on our phones.

8. Public Comments

No comments at this meeting.

9. Old Business

None at this meeting.

Motion made to adjourn by Judge Arey and seconded by Toby Hirscheider. Motion passed.