

Regular Board Meeting

Wednesday, December 17th, 2025

Present:

Tiffany Dunn- Executive Director, Hunter Schelle Environmental Enforcement Officer, Attorney Sam Ed Gibson, Jeff Arey, Mayor Mike Kemp, Toby Hirscheider, Mayor Clyde Crookham, Mayor Chris Treat, Mayor Crystal Herrmann.

Absent:

No absent.

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 Jeff Arey at the Recycle Saline Office at 520 Edison Ave. in Benton.

1. Review and Approval of Minutes from October 15th, 2025, Meeting.

Jeff Arey asks if there is any discussion concerning the minutes from October 15th, 2025. There is a motion for approval of the minutes made by Mayor Clyde Crookham and seconded by Toby Hirscheider. Motion passed. All approve.

2. Review of Financials of October 2025, November 2025

Mr. Woolbright reports to the Board the beginning Total Cash and Cash Equivalents of the Bank Account Summary for October 2025 was \$5,374,320.73 and the end of the month was \$5,332,053.67. Page 2 is the Operations Detail Report that lists the total for October of \$42,454.56 and Page 3 which supports Page two figures per line item. Page 4 is the listing of the Grant monies for the past two months and the total spent for October, which is \$9,377.03 Page 5 supports the figures for the line items of Grant monies spent for October 2025.

Mr. Woolbright reports that at the start of November 2025 Total Cash and Cash Equivalents were \$5,332,053.67 and the ending balance was \$5,496,863.53. Page 2 is the Operations Detail Report for the month of November that has total of expenditures of \$27,365.05 and Page 3 gives details for those transactions for the month of November. Page 4 is the Grant report for the month of November with a total cost of \$13,863.66. Page 5 is the listing of Account Transactions for the month of November 2025.

Motion to approve Financials made by Mayor Chris Treat, seconded by Mayor Crystal Herrmann. Motion passed. All approve.

3. Environmental Enforcement Update- Hunter Schelle

Officer Schelle explains to the Board that over this reporting period there have been 10 cases worked on with a total of 0 open cases. He also states that there have been 934 tires with 5 manifests that have been collected at the landfill. Officer Schelle explains that

there was a total of 27 illegally dumped tires as well as 2.655 tons or 5,310 lbs. that have been disposed of. Officer Schelle also states that for the current Year to Date for 2025 there have been a total of 79,430 lbs. cleaned up with 81 illegally dumped tires and a total of 52 cases worked.

4. Executive Director Update: Tiffany Dunn

a.) Marketing and Education Report

Ms. Dunn informs the board that she would like to point out a couple things to update the board on. She explains that at the top of the list you will see our 2026 events that we have through the month of April. She explains that our YEA! Team program is going strong, and we will have the celebration for them on February 5th at the Benton Event Center and we will also have our recycling art contest at the event. Ms. Dunn explains that all of our information has been updated for the 2026 year for our events. She explains that the SWANA conference in Columbus, Ohio was very informative and educational and helped to network with others in the Solid Waste Industry.

b.) 2025 Landfill Coupon Program

Ms. Dunn relays to the board that a total of 8,223 coupons have been sold this year and that is 4,111.5 homes that have received coupons. Of the 8,223 coupons sold there was a 58% redemption rate at the landfill from coupons that have been sold this year. Ms. Dunn reports that there has been \$41,115 collected from coupon sales for the year. Ms. Dunn also reports that there were 3,555,174 pounds disposed of at the landfill using coupons.

c.) 2025 Recycle Report

Ms. Dunn informs the board we are currently at 6,840 lbs. from non-profits. Ms. Dunn reports that we have also recycled 138,579 lbs. of e-waste, 251,290 lbs. of Paper/Cardboard, 21,411 lbs. of HHW, as well as 49,990 lbs. of plastics through our recycling center for a total recycling weight of 526,255 lbs. for the year 2025.

5. New Business

A- Salary Recommendation for Recycling Program Manager

Ms. Dunn explains that she would like to promote Andy Smith to Recycling Program Manager and adjust his salary considering it includes additional responsibilities. She explains that on the next page there is a salary study done explaining how she came to her recommendation of moving Andy Smith to \$19.00 per hour which equates to \$39,520 in annual gross pay.

Motion made by Mayor Chris Treat, Seconded by Mayor Crystal Herrmann, All Approve.

B- Recycling Assistant Position

Ms. Dunn explains that the next item of business for New Business would be the hiring of a recycling assistant. She explains with the promotion of Andy to Recycling Program Manager, it leaves the spot of recycling assistant open, and we would like to fill that role. Ms. Dunn informs the board for this position we would be looking at \$11 to \$15 per hour at 40 hours per week. Ms. Dunn explains that we plan on trying to fill this position at the start of the year.

C- 2026 Budget

- Ms. Dunn explains that there are a few key points that she would like to point out regarding the proposed budget. She explains to the board that she is requesting a 4% salary increase for Sue, Tiffany, and Hunter. Ms. Dunn explains that the total amount on the budget includes an increase for Andy's pay, as well as for the recycling assistant position. She informs the board that the total amount comes out to be \$174,414.76. She does also note that the special projects line, which was increased by \$30,000 for the 2026 year for improvements to our buildings as well as a security system for both buildings. Ms. Dunn explains to the board other than those the only increases we have for the 2026 Budget are utility fees, Professional fees, and our building maintenance. Ms. Dunn states to summarize the 2026 Budget, totals \$596,899.34, which is supported by a projected revenue of \$988,596.84 resulting in an expected gross revenue of \$391,697.50. Ms. Dunn would also like to highlight that the district continues to demonstrate strong financial stability and as of October 2025 the district is operating at \$114,700 under budget.

Motion Made by Mayor Mike Kemp, Seconded by Mayor Clyde Crookham, all approve.

- Ms. Dunn explains that the last item of new business will be the 2026 Grant request. She requests from the board \$20,000 of the E-Waste Grant Money, and \$153,500 of the ACT 1333 Grant Money to continue support for our recycling activities and well as our Educational Programs.

Motion Made by Toby Hirscheider, Seconded by Mayor Mike Kemp, All Approve.

6. Old Business

No Old Business.

7. Public Comments

No Public Comment

Motion made to Adjourn, all approve.