

AGENDA

BOARD OF DIRECTOR’S MEETING

of the

MONROE COUNTY SOLID WASTE MANAGEMENT DISTRICT

Nat U. Hill Meeting Room, Monroe County Courthouse

Bloomington, Indiana

Meeting Connection via ZOOM

<https://monroecounty-in.zoom.us/j/83148285094?pwd=VExtMEcrcDdPcm1YSzQwbnYwUzVrQT09>

Meeting ID: 830 5000 5419

Password: 559818

Thursday June 8, 2023

4:00 pm

CALL TO ORDER

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ADJOURN

MINUTES

**Executive Committee Meeting**  
of the  
Monroe County Solid Waste Management District

Tuesday May 2, 2023 5:30 p.m.

Monroe County Council / HR Conference Room, Monroe County Courthouse  
Bloomington, Indiana

Members Present: Geoff McKim, Chairperson; Penny Githens, Secretary

Members Absent: Isabel Piedmont-Smith, Vice-Chairperson;

Staff Present: Tom McGlasson Jr., Executive Director

CAC Present: Joseph Wynia, Chairperson

Legal Counsel Present: None

McKim called the meeting order at 5:33 p.m.

**Approval of Executive Committee Executive Session Minutes – April 5, 2023**

Githens stated she provided some very minor typographical and grammar corrections.

Githens motioned to approve the minutes with revisions; McKim seconded. Verbal vote was unanimous, motion passed.

**Review of Board of Directors Meeting Minutes – April 13, 2023**

McGlasson stated he had received no revisions.

Githens stated she could not get into the Dropbox to review.

McGlasson stated this is just a chance to review, and to head off discussion and corrections at the Board meeting. He explained the minutes can still be revised at the Board meeting, but this expedites that process.

Consensus among committee members to forward the meeting minutes to the full Board for approval.

**Multi-Family Residential Complex Composting Pilot Project Update**

McGlasson referred to the information provided in the packet, stating there is one proposal and two other responses from Rumpke and Republic, who declined to submit a proposal at this time. He noted the offeror is in the room, asking if the Committee wants to discuss in his presence or ask him to excuse himself while the proposal is reviewed.

Githens stated she thought we had discussed this before. McGlasson stated there had been some previous discussion of the project. He stated page fifty-three (53) of the packet has a sheet he prepared reviewing the completeness of the proposal and how it matched with the criteria and requirements listed in the RFP.

Githens asked if the City of Bloomington has any comment, since we are collaborating with them. McGlasson stated he had sent it to them but did not get a response. They are supposed to send a funding agreement this week.

McKim asked if this is the Office of Economic Sustainable Development. McGlasson confirmed, stating that he did invite them to this meeting, advising the topic is on the agenda.

McKim asked if the timeline would dictate an award being made at the next Board meeting. McGlasson stated this is what has been discussed all along.

McKim asked if a city body needs to vote on it. McGlasson stated there is not. In discussions with the Office of Economic Sustainable Development they have confirmed their willingness to fund half the project cost, but because the pilot project could include complexes outside the city limits it should be a District project. The District completed the RFP and will manage the project. If it does move forward, they will contribute up to 50% of the funding. He stated the cost in the proposal is \$55,000, which is in the range previously discussed in the funding partnership with the City.

Githens asked for a realistic timeframe for completing. Wynia stated there is no hard stop; it is a determination of either enough participating sites, or the conclusion that there are not going to be enough. In the proposal two hard stops would be around Thanksgiving of this year or spring of next year for onboarding, and a year from when the last site agrees to participate.

McGlasson stated this is something that needs to be discussed among the Board and with the city. There is the potential for payments to be made in 2024, meaning the City has to have the funds in this year's budget.

McKim stated it would be ideal to structure the payments so that any City payments are paid out in 2023. McGlasson stated he would discuss this with them when he gets a funding agreement to review.

McGlasson stated he does not expect this to be an issue because the Board has authorized him to enter into an agreement with the City, not to exceed \$30,000 for the District's contribution. In the event the funding agreement isn't in place for the Board meeting, we will need the Board's approval of entering into the agreement based on the proposal is contingent on executing the funding agreement.

McGlasson stated the proposal cost is \$55,000 for up to six (6) complexes. He asked Wynia what happens if we only have three (3).

Wynia stated the proposed payment plan was established so it would be invoiced based on the service provided. An initial quantity upfront would pay for the establishment of the program.

McKim asked if that is the \$14,000. Wynia confirmed, stating that the midpoint payment would be a function of how many have participated up to that point.

McGlasson asked if this means there is a possibility that the total cost won't get to \$55,000. Wynia stated this is correct, the total cost assumes six (6) sites participating.

Discussion ensued regarding when payments would be due, how payments would be structured in the funding agreement with the City, and the District's and City's ability to encumber funds into next year.

Githens acknowledged that Wynia is taking a risk in doing this as well, since there is no assurance that any complexes will participate.

McGlasson stated District Legal Counsel has reviewed the proposed contract to tweak wording, and he will work with Wynia to finalize the agreement.

McKim asked if a recommendation from the committee is needed for the Board. McGlasson stated that is up to the committee.

McKim asked if a cleaned up, legalized version will be included on the next Board agenda. McGlasson confirmed he would work with counsel to get the agreement revised to include in the Board packet. He also stated he is hopeful the funding agreement will be in place.

McKim asked if either of the other two respondents indicated why they are not interested. McGlasson stated not specifically, they both indicated it is not something they are interested in getting involved with at this time. Two other companies in Indianapolis were reached out to, but neither responded.

**CBU Anaerobic Digester Feasibility Study Update**

McGlasson stated the same team that presented to the Board presented to the Utility Services Board on April 24<sup>th</sup>. There is a public information session scheduled for May 18<sup>th</sup> at the Convention Center, with the time unknown as of now.

McKim stated he was advised that the meeting is scheduled for 5:30 p.m. on May 18<sup>th</sup>.

McGlasson stated he was assured the District Board and the CAC would be invited.

McGlasson stated Isabel Piedmont-Smith had some questions regarding what happens moving forward. There was some confusion as to what the expectation on the District would be. He stated if CBU decides to pursue this project, it is a utilities project and the District will not be involved.

McKim stated we might be customers of it, if it is built. McGlasson confirmed and stated we would not be involved in the construction or operation. He intends to stay involved in the project to the extent requested or is appropriate, because this would be a major waste management project in the community.

Githens stated we do not know if what comes out of this is safe, much like PCBs were once considered safe, as was discussed at the presentation.

McGlasson stated land application and bio-solids have been happening around the state for a long time.

Githens stated her understanding is other areas having similar systems are near farms, and this is a different type of waste from what we have. McGlasson stated it is a legitimate question.

McKim stated we do not have a role in moving forward with this. McGlasson confirmed and stated it is CBU's call at this point, but the District or any concerned citizen can weigh in on the project.

Githens stated it will hit the rate payers, including those outside the city limits.

McGlasson stated it will be interesting to see what comments and questions are raised at the public information session.

McKim stated no action is necessary.

**Rumpke Monroe County Resource Recovery Facility Update**

McGlasson stated that since the memo in the packet was written, a Zoom meeting was held yesterday with the attorneys and relevant parties involved. He stated we have an agreement that will work for Rumpke, but there are some things in the existing agreement with Republic that Rumpke will not agree to. The italicized section on page fifty-five (55) is straight out of the agreement with Republic. He stated we need to get as close as we can to get Rumpke to agree to and get the agreement in place. Republic then has the opportunity to cure by giving written notice and we will negotiate in good faith.

McKim asked if this means we can eliminate some clauses that do not make sense on their competing facilities. McGlasson states he would be happy to, and it was offered to Republic some time ago but they declined at that time.

McGlasson stated Rumpke was fine with the restriction on the annual cost increase of the disposal fee being dictated by the CPI, but they want to strike the cap of a cumulative 12% over any three-year period. He also stated he understands that in the current economic situation, but doesn't understand why we are worried about controlling pricing when there are competing facilities. He explained this is something Republic agreed to 18 years ago as the monopoly facility in the county, but is not a clause we could force upon an entity.

McKim asked if Rumpke is saying they are not willing to cap. McGlasson explained they will agree with keeping it in line with the CPI, but they do not want any cap over any period of time. He states they also want to exempt from the host fee, construction and demolition debris from large demo projects. There is

a clause stating any MSW hauled or caused to be hauled out of Monroe County, is subject to the host fee. They are arguing that puts them at a competitive disadvantage in bidding on those projects.

Githens asked where K&S would take it to. McGlasson stated it could be taken to the closest landfill.

Githens asked if they pay a tipping fee there. McGlasson confirmed they do and stated you would have to look at what that tipping fee is in relation to what it would cost to dump here, adding in the extra transportation.

McKim asked if that clause is in the Republic contract.

McGlasson confirmed and stated they are willing to leave that clause in for packer trucks, or where they may have a 30-40 yard compactor box, but are looking to exempt the large demolition projects.

Githens asked how many of those demolition projects there have been over the last 5 -10 years, noting we may not lose that much by allowing that. McKim stated there is the potential, if we don't come to an agreement, to losing a lot more.

McGlasson stated there is also the argument of how you track and police that clause, and it is a hard policy to enforce and keep track of.

He continued that they are wanting some things worded differently that do not change the meaning. They also want to strike a full section having to do with the volume of waste accepted at the facility, and what would happen if that were ever less than 100,000 tons per year. He stated with the two facilities operating in Monroe County, the odds are good one of them is doing less than 100,000 tons per year. All this clause did was give the District an opportunity to opt out.

McKim stated it shouldn't be an issue unless it got so small the administration wasn't worth the amount of the host fee, but it would have to shrink really small before it became no value.

McGlasson stated it could also give us the opportunity to increase the host fee outside of the normal annual CPI increase. He also stated there are other small things to revise. He agrees with counsel that we need to get as close as possible so Rumpke is comfortable to execute and let Republic respond. He stated there should be something in the Board packet for next week.

**All Other Items Deemed Appropriate For Executive Committee Discussion**

Githens stated she would like to discuss personnel issues after the regular meeting ends. McGlasson stated that would need to be an Executive session. McKim asked that an executive session be scheduled.

McGlasson advised the committee that EarthKeepers is ceasing operations, and May 29<sup>th</sup> is the last scheduled service for the collection bins at the recycling centers. The District will post this information on social media and at the recycling centers, and EarthKeepers has already notified their subscribers. He is sad for Ryan and Andrea and has advised them that the District is willing to assist with this transition if it can. This is a huge loss for the community, nobody else is composting food waste at this time.

McKim and Githens expressed dismay.

Wynia stated he is glad the District is supporting the multi-family housing complex composting program and believes it is a potential for continuation of composting education outreach.

Meeting adjourned at 6:15 p.m.



Signed – Executive Committee Member  
Meeting Minutes of May 2, 2023

MINUTES

**Executive Committee Meeting**

of the

Monroe County Solid Waste Management District

**Executive Session**

Thursday May 11, 2023 3:30 p.m.

Board of Commissioners Conference Room

3<sup>rd</sup> Floor, Monroe County Courthouse

100 W. Kirkwood Avenue, Bloomington, IN 47404

Members Present: Geoff McKim, Chairperson; Isabel Piedmont-Smith, Vice-Chairperson; Penny Githens, Secretary

Members Absent: None

Staff Present: Tom McGlasson Jr., Executive Director

CAC Present: None

Legal Counsel Present: Lee Baker (virtual)

McKim called the meeting order at 3:31 p.m.

Committee members discussed the job performance evaluation of an employee of the District.

No other matters were discussed.

Meeting adjourned at 3:56 p.m.



Signed – Executive Committee Member  
Executive Session Minutes of May 11, 2023

Minutes

Monroe County Solid Waste Management District

**Board of Directors**

Thursday May 11, 2023 4:00 p.m.

Nat U. Hill Meeting Room, Monroe County Courthouse  
Meeting Connection via ZOOM [https://monroecounty-  
in.zoom.us/j/83148285094?pwd=VExtMEcrcDdPcm1YSzQwbmYwUzVrQT09](https://monroecounty-in.zoom.us/j/83148285094?pwd=VExtMEcrcDdPcm1YSzQwbmYwUzVrQT09)

Meeting ID: 830 5000 5419

Password: 559818

Community Access Television Services (CATS) provide a public access recording of this meeting in its entirety that is free to view online at [www.catstv.net](http://www.catstv.net)

*The following minutes reference the meeting packet for this date,  
including department reports and resolutions.*

Members Present:

In Person: Geoff McKim, Chairperson; Isabel Piedmont-Smith, Vice-Chairperson; Penny Githens, Secretary; Julie Thomas, Director

Virtually: John Hamilton, Director

Members Absent: Lee Jones, Director; Dan Swafford, Director

Staff Present:

In-Person: Thomas McGlasson Jr, Executive Director;

Virtually: Lee Paulsen, Landfill/Compliance Director; Joey Long, Operations Director

Staff Absent: Holly DeWar, Controller

Legal Counsel Present: None

CAC Present:

In Person: Joseph Wynia, Chairperson; Bill Goins, Member

Virtually: None

Others Present:

In Person: None

Virtually: None

McKim called the meeting to order at 4:02 p.m.

**Executive Committee Meeting Minutes – April 5, 2023**

Provided for information.

**Board of Directors Meeting Minutes – April 13, 2023**

McGlasson stated the Executive Committee did not offer any revisions to these minutes and they may need additional review and revision if the Board did not review prior to this meeting.

Githens stated she had provided McGlasson with minor revisions that appear to have been made in the version in the packet. McGlasson confirmed.

Piedmont-Smith motioned to approve the minutes; Githen seconded. Roll call was unanimous, motion passed.

**Controller’s Report**

**a. Cash Flows**

McGlasson stated Holly DeWar, Controller, was not able to attend the meeting. He also stated the updated cash flow statements were unavailable for the packet and remain unavailable as of today. As of April 30, 2023, the money market savings balance is \$1,014,249.15. The Closure Bond Debt Fund account balance is \$7,848.87. The Capital Improvement fund has a balance of \$45,557.08. The Landfill Post Closure account balance is \$740,755.53. There were no questions concerning balances.

**Payroll and Claims**

McGlasson stated there are no payroll or claims for this week to be presented to the Board. Included in the meeting packet are pre-approved payroll and claims in the amount of \$179,276.34.

Piedmont-Smith asked when longevity pay is processed, noting that there is none included for the last month. McGlasson stated longevity is based on the employee’s anniversary date of employment and the longevity payment is processed with payroll that covers the period that includes the anniversary date. It just happened there were no longevity payments for this month.

Piedmont-Smith motioned to approve payroll and claims as provided in the packet; Githens seconded. Roll call vote was unanimous, motion passed.

**Resolution 2023-05 Agreement Between Monroe County Solid Waste Management District and Rumpke Waste and Recycling Monroe County Resource Recovery Facility**

McGlasson referred to the memo on page fifty-one (51) of the packet and stated that the current agreement with Republic Services requires us to try to enter into the same host fee agreement with any other facility opening in Monroe County while that agreement is still in effect. What is in the packet is an agreement that staff and legal counsel have negotiated with Rumpke based on the current host fee agreement in place with Republic. Since that agreement has been made public, Republic has had a chance to review it and raised some questions as to how it might potentially impact the agreement we have with Republic. He recommended to the Board that the resolution be tabled until next month to allow investigation of the questions raised and determine if any changes or amendments need to be made to one (1) or both agreements so that all parties are in agreement.



Piedmont-Smith asked what the current host fee and disposal fee is for Republic and how that compares to the rates in the Rumpke proposal of \$2.75 per ton for the host fee, and \$57.19 per ton for the disposal fee. McGlasson stated the host amount and the disposal rate amount in the Rumpke agreement are the same as the current rates for the Republic/Hoosier Disposal transfer station.

Piedmont-Smith asked where the Orange Bag waste goes that the District collects and if we pay a host fee for that. McGlasson stated currently the Orange Bag waste is managed by Republic and goes through the Hoosier Transfer disposal station. All of the MSW (municipal solid waste) that comes from the District and the City of Bloomington is exempt from the host fee.

Piedmont-Smith asked if the district pays \$57.19 per ton and no other fees. McGlasson stated we pay a negotiated rate outside this contract for the MSW that we send to Republic Services. Piedmont-Smith asked if this is part of our other contract with Republic where there are amounts for waste and recycling. McGlasson confirmed this is correct.

Piedmont-Smith stated there appears to be a missing word at the top of page sixty (60) in the packet, at the end of Item 5, Other Facilities, at the very end. It says "By providing the other party with a minimum written notice of 30." She stated she thought it should be 30 days, and since we are taking some time to approve, we should fix that.

Piedmont-Smith moved to approve Resolution 2023-05; Githens seconded.

Piedmont-Smith asked if the agreement for the Orange Bag waste with Republic is exclusive or if we can expect to open that agreement and possibly negotiate. McGlasson stated he would want to review the agreement before answering that. He continued that this agreement had a May 1<sup>st</sup> end date on the initial term. Since neither party provided notice to not allow it to renew, it renewed automatically on May 1<sup>st</sup>. During any of the renewal terms, either party may provide one hundred and twenty (120) day notice to opt out of the agreement.

Piedmont-Smith asked if this meant that since we are after May 1<sup>st</sup>, this contract and not the host fee contract is in effect for another year. McGlasson stated that the host fee is contained in the Solid Waste Disposal agreement, which is included in the packet, and we have a second agreement with Republic that deals with managing the processing and transportation of the materials we collect.

Piedmont-Smith moved to table Resolution 2023-05; Githens Seconded. Roll call vote was unanimous, motion passed.

#### **Award of Multi-Dwelling Complex Composting Pilot Program RFP**

McGlasson referred to the memo on page eighty-three (83) of the packet stating this is a project we have been discussing co-funding with the City of Bloomington. He advised the Board that we do not have a funding agreement with the City in place at this time. We have assurances from the city's Office of Economic and Sustainable Development that they have drafted the agreement, and we are waiting on their legal department to review it. They confirmed that the funding is within their budget and that they are committed to funding half of this agreement based on the \$55,000 cost estimate in the proposal received.

McGlasson stated the RFP was issued at the end of March and that the proposals were due by April 24<sup>th</sup> at noon. Three (3) responses were received; two of those, from Republic Services and Rumpke Waste and Recycling, did not include a proposal, but thanked the District for the request and indicated

it was not a project they were interested in at this time. We had one (1) proposal received from 1 Sustainable Joe that is included in the packet, along with a sheet showing how that proposal matched up with the requirements and the criteria that were set out in the RFP. The Board should have received, separately from the packet, an email that contained the section of that proposal marked confidential, as allowed in the RFP Section 10. The proposals were reviewed by the Executive Committee at their meeting on May 2<sup>nd</sup> and there were no issues or concerns regarding the proposal. McGlasson recommended that the RFP be awarded to 1 Sustainable Joe, based on the proposal received with a cost estimate of \$55,000 for up to six complexes to pilot the program.

McKim asked if there should be separate votes on the award and on resolution 2023-06. McGlasson stated we would need to award the RFP and once the award is made, he would ask the Board to approve entering into an agreement, which would be done via Resolution 2023-06.

Piedmont-Smith motioned to approve the proposal for multi-dwelling complex composting pilot program from 1 Sustainable Joe; Githens seconded.

Piedmont-Smith asked if the City has agreed to our contract language in the packet. McGlasson stated the City has agreed to fund half of the program. The actual contract is between the District and the selected offer. They are aware of the proposal and cost and are still stating their agreement to fund half of that. They do not wish to be a party to the contract.

Hamilton stated Mr. Wynia is affiliated with the proposing company and interacts with this Board and he wanted to make sure we are transparent about that, and reflect why that's okay as the only responsive entity. McGlasson apologized for not clarifying that and confirmed that Wynia is the proprietor of 1 Sustainable Joe, is the current chair of the Citizens Advisory Committee and has served on the CAC for two years.

McKim stated this was an open process where we did solicit other proposals; however, this was the only proposal received. McGlasson stated the RFP was publicly advertised, posted on our website and Facebook. We also directly solicited requests from five different entities.

Hamilton stated Wynia does great work for the community. For the record we should state that he had no participation in the development of the RFP. He stated it has been determined the RFP was developed internally, but feels everyone should be aware of the situation.

Thomas asked how we will know if it has been successful. Are there benchmarks in terms of number of residents and amount of waste diverted over a certain time period? Will there be check-in points? Who is managing this and how will it work?

McGlasson stated at this point firm benchmarks have not been set. That will be done when we complete the agreement. The proposal indicated 1 Sustainable Joe would provide regular reports to the District and the City on the progress of the project. We still have to identify the complexes that will participate. Due to a number of complexes just emptying out for the summer, we won't get some started until August or September. We can't expect a report in 60 days since some pilot projects may have only been up and running for three or four weeks. Due to these unknowns, some of the timelines were intentionally left open-ended. We want any complex interested to have the ability to get the project in place and have time to get it up and running.

McKim asked for a vote to approve the proposal from 1 Sustainable Joe. Roll call vote was unanimous. Motion passed.

**Resolution 2023-06 Contract for Multi-Dwelling Complex Composting Pilot Program**

Piedmont-Smith moved to approve Resolution 2023-06; Githens seconded.

McGlasson stated this is a slightly revised version of the agreement included in the proposal. One of the requirements of the RFP was to include a proposed service agreement. Since we only had one proposal, we worked with the offeror and legal counsel to make some modifications. Legal counsel has no issues with the agreement as it is written. One question raised pertains to the proposed cost of \$55,000 for up to six (6) complexes and what happens if we have fewer than six (6) participating complexes, and the agreement calls for the rate to be prorated based on the number of complexes that participate.

Wynia stated that Section 2.1 of the proposed agreement states that an amount would be due at signing, followed by two subsequent payments at the midterm and completion of the project. This would be based on services provided at the point of those payment periods, reflecting the work performed up to that point and how many sites are participating.

Piedmont-Smith stated there was discussion at the Executive Committee meeting as to whether the deadline should be November, 2023 or spring of 2024. She asked if this is still nebulous at this point, depending on recruitment, or has it been solidified? Wynia stated the proposal gives estimates for the three phases of the program and the contract suggests a recruitment deadline of November 17, 2023 or May 4, 2024. The intent is to have one of two (2) possible deadlines to ensure it is not completely open ended, but is negotiable and can be amended for the term of the contract.

Piedmont-Smith stated it is open ended and the variable to consider would be how the project is going.

McGlasson pointed out in Schedule A, number Six (6) on page one hundred and sixteen (116), section 6.3 calls for a twelve (12) month partner period. Depending on when it is initiated, it will last 12 months from that date. The idea is to get the complex to continue on its own after the pilot program is completed, but we need enough time for people to get trained and be comfortable with how to manage the process moving forward.

McKim stated that if we have two deadlines, unless we do something to eliminate the latter deadline, it's really the latter deadline.

McGlasson stated it could be earlier than that depending on what point we get six participants.

Thomas stated that the deadline would remain the same.

Piedmont-Smith asked to clarify that the end of the project should be considered the end of the twelve (12) month period of the last complex to sign on. McGlasson and Wynia confirmed. Wynia further clarified that the deadline specified in Section 9.3 is just for recruitment, and that starts the 12 month period.

Piedmont-Smith stated part of the funding may be requested in 2024, rather than 2023, depending on how quickly the project moves forward. She asked if that will be a problem for the City. McKim stated we talked about encumbering that.

McGlasson stated he has not taken that up with the City's Office of Sustainability yet, but before the funding agreement would be executed, we would make sure everyone understands when funds need to be expended or transferred to the District. It isn't a problem for the District to encumber the funds moving forward.

Hamilton stated it will be fine for the City to encumber the funds this year with a potential payout over the next 12 months.

Public commenter asked what is happening.

McKim explained we are approving an agreement for a composting pilot for up to six multi-family apartment complexes.

Public commenter asked for the reason for this.

McKim stated there is a lot of information in the packet for the Board meeting and asked that a link to the packet be put in the chat.

Public commenter asked if this is a courtroom.

McKim stated this is not a courtroom and the link to the Board packet is available in the chat.

Roll call vote to approve Resolution 2023-06 was unanimous. Motion passed.

### **CAC Report**

Wynia stated that now that the discussion about the five-year management plan is completed, the CAC is getting ready for the next steps in its planning process. At the next meeting they will discuss 2024 budget requests. At the Switchyard Park Earth Day event there was a petition available for signatures to ban the ban on single use materials implemented by the State. The Porter County Recycling and Waste Reduction District has the same initiative and the CAC will be discussing this at their next meeting. The next CAC meeting has been rescheduled to work around the City's anaerobic digester informational update meeting on May 18<sup>th</sup>. There are also several members planning to attend the opening of Rumpke's new transfer station on May 16<sup>th</sup>.

### **Department Reports**

McGlasson reviewed for the Board the legislative update. He stated the majority of the bills being watched have passed and been signed by the Governor. He will bring a more in-depth report to the Board next month, including the date the bills will go into effect and what changes might be required by the District to comply. He also reported that EarthKeepers is ceasing operation at the end of the month. This is a big loss for the District and the community. May 29<sup>th</sup> is the last day they will be servicing the food waste collections bins at the recycling centers. After that the District will not be able to accept food waste for the foreseeable future, until another alternative is identified.

McGlasson stated we are moving forward with rebranding. Some draft logo ideas have been reviewed and feedback provided. We anticipate getting a second round in the near future.

He continued that Kayla Strand, our Waste Reduction Specialist, has gotten connected with the Green Business Engagement National Network. This is an association of communities and organizations doing a lot of what we envision this position doing for us. The closest member is in Urbana, Illinois and she has been invited to do a waste assessment of a local business with them. This is going to be a great

connection for her to be able to establish a program that we can take into the local community and start doing what we anticipated this position doing.

McGlasson stated that Elisa Pokral has scheduled a composting workshop for June 10<sup>th</sup> for backyard composting.

Hamilton stated we have enjoyed the relationship with EarthKeepers and hopes we can continue to collaborate and work together. He expressed appreciation for the work they have done and thanked them for their efforts.

Long stated recycling and reuse has been extremely busy with customers looking for reuse items to be used for gardening. Chick-fil-A is a new green business client and has a lot of cardboard we are recycling for them. The HHW department worked with HAND on a neighborhood cleanup in Fritz Terrace. Long thanked HHW staff for the work done. A second clean-up with HAND is scheduled for next Saturday. He stated we worked with Monroe County EMA on tornado clean-up and provided data on the materials collected.

Thomas thanked Long and the staff for the work done for tornado victims and thinks the work needs to continue.

Githens asked where the efforts to start recycling plastic bags stand. Long stated he is still in talks with the vendor, they have a lot of restrictions and we need to make sure we can meet those. It will probably be a long process to educate the public on what we can and can't take, but hope we can offer this in the future.

McGlasson stated we are continuing to work with EMA. At this time we will not be making any regular runs to Texas Ridge or Wolf Mountain Rd, but we are not done. Residents are welcome to bring materials to our facilities and any fees will be waived with proof of address. If they have a large quantity or items they can't bring in, they can call to schedule a collection.

Paulsen reported that groundwater sampling was finished today and shipped to the lab and we are waiting for the lab reports. He stated there has been an effort to go out once a week with a larger crew to tackle more difficult roads for clean-up.

Githens stated her appreciation for the clean-up of the roadways and the increased Adopt-A-Road activity.

McKim asked for the timeline for the acquisition of the new trucks. McGlasson stated we are working with Curry Auto Center, but the quoted trucks are not on the lot and we are looking at a three (3) to four (4) month delivery timeframe. We are still working with the Auditor's office to work through the additional appropriation process in the DLGF Gateway website.

Paulsen stated he was told that it was a minimum of a two to three month timeframe, and we can't get anything more definitive until we have a signed agreement to purchase.

Hamilton asked if FEMA or another agency can help compensate us for some of the cost in taking the storm-damaged material from residents at no charge. McGlasson stated a FEMA reimbursement is possible and we have the forms needed to track for possible reimbursement for staff costs, material costs and costs for moving and processing the material.

**Public Comment**

None

**Comments from Directors**

Githens stated she hopes the existing trucks can be maintained until the new vehicles are delivered.

Piedmont-Smith stated appreciation for EarthKeepers, wished the owners well and hopes we can continue to consult with them in the future.

Hamilton thanked the Board and staff for their work with the waste-to-energy anaerobic digester study. He stated he hopes people can attend the informational meeting on May 18<sup>th</sup> to learn more about it. This is a significant opportunity for our community, and whether the project moves forward or not, the collaboration between Utilities and the District is appreciated.

McKim stated the information meeting is Thursday, May 18<sup>th</sup> at 5:30 p.m. at the Monroe County Convention Center.

McKim adjourned the meeting at 4:59 p.m.

Signed – Board Member

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BOD Meeting Minutes of May 11, 2023

Monroe County Indiana Solid Waste Management District



## **MEMORANDUM**

**TO:** MCSWMD Board of Directors  
**DATE:** June 2, 2023  
**FROM:** Tom McGlasson Jr.  
**SUBJECT:** Controller Position

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As the Board has been made aware, Holly DeWar has resigned her position as Controller of the District, her last day of employment was May 26, 2023.

Our current Office Manager, Cathy Martin, who has previously served as the District's Controller, has been named Acting Controller and will serve in this capacity until such time as the Board makes a hire for the Controller position. Ms. Martin has expressed interest in returning to the position permanently since it has become open.

Ms. Martin, left the District voluntarily in June of 2022 to pursue another opportunity. When Connie Hudson retired and the Office Manager position became available, Ms. Martin inquired about the position indicating a desire to work less than 40 hours per week to spend more time with family. She was ultimately hired for the position of Office Manager in April 2023.

With the Controller position being designated as a thirty (30) hour per week position, this will still allow Ms. Martin the extra time she is seeking for her family. During her previous tenure as the District Controller, Ms. Martin demonstrated excellent accounting skills, a collaborative attitude when working with the Monroe County Auditor's Office, DLGF, and SBOA, and a keen understanding of Generally Accepted Accounting Principles (GAAP).

Her interest in the position has been discussed with the Executive Committee and she is being presented to the full Board for consideration as a candidate for the Controller position. It is my recommendation that she be offered the position.

DATE: 6/2/2023  
 TO: MCSWMD Board of Directors  
 FROM: Tom McGlasson Jr., Executive Director  
 SUBJECT: Cash Flow Summary



	Beginning Balance January 1, 2023	Revenue YTD as of SEE PERIOD ENDING DATE BY ACCOUNT BELOW	Expense YTD as of	Balance YTD as of
Operating As of 4/30/23	3,014,098.25	269,836.45	921,374.46	2,362,560.24
Money Market Savings As of 5/31/23	1,007,203.78	9,212.81	0.00	1,016,416.59
Closure Bond Debt As of 5/31/23	160,988.60	45.62	153,185.00	7,849.22
Capital As of 5/1/23	45,492.67	82.94	0.00	45,575.61
Landfill/Post Closure As of 4/30/23 -- As this case flow statement has not updated since being presented at the May Board meeting, it is not included in this packet.	730,431.34	14,723.80	4,399.61	740,755.53



MONROE COUNTY SOLID WASTE  
MANAGEMENT DISTRICT

Date: June 2, 2023  
 To: MCSWMD Board of Directors  
 From: Cathy Martin, Acting Controller  
 Subject: Operating Fund Cash Flow Statement

Begin Balance: 3,014,098.25

REVENUE	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	YTD	2023 Budget	2022 Encumbered /Not Spent	YTD Actual Less budget	Percent Remaining
Property Tax	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,094,339.00		-2,094,339.00	100.00%
Excise Tax													0.00	109,458.00		-109,458.00	100.00%
CVET													0.00	8,097.00		-8,097.00	100.00%
Glass Recycling	434.31	0.00	1,218.73	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,653.04	12,500.00		-10,846.96	86.78%
Metal Recycling	151.80	1,332.83	742.58	6,263.24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8,490.45	60,000.00		-51,509.55	85.85%
Sale of Oil	266.25	81.00	20.00	102.75									470.00	0.00			
Battery Recycling	279.30	0.00	369.12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	648.42	1,300.00		-651.58	50.12%
Freon	340.00	360.00	380.00	220.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,300.00	6,000.00		-4,700.00	78.33%
Green Business	11,793.09	6,812.59	6,321.61	119.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	25,046.63	20,000.00		5,046.63	-25.23%
Toter's													0.00	0.00			
Orange Bags	25,388.75	21,990.00	15,747.89	16,606.93	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	79,733.57	300,000.00		-220,266.43	73.42%
CESQG	710.48	215.00	3,650.09	992.29	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,567.86	8,000.00		-2,432.14	30.40%
Paint	196.00	360.00	1,129.00	519.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,204.00	4,000.00		-1,796.00	44.90%
Rental	1,950.00	0.00	393.08	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,343.08	8,000.00		-5,656.92	70.71%
Refund/Misc/Donation	79.75	4.00	0.00	1,060.08	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,143.83	0.00			
Host Fee	20,232.30	46,081.44	20,982.64	25,138.77	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	112,435.15	300,000.00		-187,564.85	62.52%
E-Waste	1,740.00	1,608.00	1,932.00	1,400.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,680.00	30,000.00		-23,320.00	77.73%
Waste Tires	20.00	94.00	216.00	100.00									430.00	5,000.00		-4,570.00	91.40%
Interest	5,116.39	4,379.88	4,727.51	4,292.40									18,516.18	0.00			
Insurance	1,058.08	1,058.08	1,058.08										3,174.24	0.00			
<b>TOTAL REVENUE</b>	<b>69,756.50</b>	<b>84,376.82</b>	<b>58,888.33</b>	<b>56,814.80</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>269,836.45</b>	<b>2,966,694.00</b>		<b>-2,696,857.55</b>	<b>90.90%</b>

EXPENSE	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	YTD	2023 Budget	2022 Encumbered /Not Spent	YTD Actual Less budget	Percent Remaining
<b>Personnel Services</b>																	
Salaries and Wages	61,715.25	63,325.09	64,296.21	69,164.33	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	258,500.88	897,859.00		-639,358.12	71.21%
Employee Benefits	4,506.44	4,524.07	5,410.17	5,013.27	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	19,453.95	72,369.00		-52,915.05	73.12%
District Insurance	19,621.62	19,263.06	19,644.60	19,253.92	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	77,783.20	410,000.00		-332,216.80	81.03%
Longevity	1,300.00	1,060.00	400.00	1,600.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,360.00	15,465.00		-11,105.00	71.81%
Wellness Clinic-Activate	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.00	16,500.00		-16,500.00	100.00%
Retirement	6,471.82	6,760.34	5,524.43	7,311.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	26,067.84	94,188.00		-68,120.16	72.32%
Sub-total	93,615.13	94,932.56	95,275.41	102,342.77	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	386,165.87	1,506,381.00		-1,120,215.13	74.36%
<b>Supplies</b>																	
Office Supplies	96.53	271.92	1,405.37	94.33	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,868.15	6,000.00			
Operating Supplies	4,691.51	2,145.56	1,526.16	1,552.62	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9,915.85	54,900.00		-44,984.15	81.94%
Repair and Maintenance	0.00	747.33	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	747.33	22,800.00		-22,052.67	96.72%
Other Supplies	23,858.64	32.86	251.57	615.42	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	24,758.49	110,650.00		-85,891.51	77.62%
Sub-total	28,646.68	3,197.67	3,183.10	2,262.37	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	37,289.82	194,350.00		-157,060.18	80.81%
<b>Other Services &amp; Charges</b>																	
Professional Services	38,980.75	10,685.60	2,251.59	7,641.67	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	59,559.61	213,500.00	25,068.52	-153,940.39	72.10%
Comm & Transportation	1,973.38	1,670.62	1,790.67	1,059.49	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,494.16	20,650.00		-14,155.84	68.55%
Printing and Advertising	649.69	1,791.78	276.40	85.70	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,803.57	23,500.00		-20,696.43	88.07%
Insur/Worker's Comp	64,737.00	0.00	64.36	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	64,801.36	101,000.00		-36,198.64	35.84%
Utility Services	6,370.44	5,313.69	3,012.11	3,580.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	18,277.04	49,500.00		-31,222.96	63.08%
Repair & Maintenance	14,138.58	2,544.54	2,448.13	6,238.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	25,369.45	95,250.00		-69,880.55	73.37%
Rentals	6,453.35	5,134.00	5,008.46	7,083.70	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	23,679.51	92,800.00		-69,120.49	74.48%
Bank Fees													0.00	1,000.00			
Other Services & Charges	88,198.67	53,366.63	56,933.58	67,821.36	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	266,320.24	657,200.00		-390,879.76	59.48%
Sub-total	221,501.86	80,506.86	71,785.30	93,510.92	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	467,304.94	1,254,400.00		-787,095.06	62.75%
<b>Capital Outlay</b>																	
Land													0.00				
Imprvmt O.T. Buildings													0.00	10,000.00		-10,000.00	100.00%
Machinery / Equipment													0.00				
Building Improvements													0.00				
Computer Equipment			2,710.00										2,710.00	1,500.00			
Vehicle Purchases/Lease													0.00				
Other Capital Outlays	3,940.00												3,940.00				
Cum Capital													0.00				
Sub-total	3,940.00	0.00	2,710.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,650.00	11,500.00		-4,850.00	42.17%
Payroll Liability Clearing	41,159.54	-21,349.99	27,962.95	-23,808.67	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	23,963.83				
<b>TOTAL EXPENSES</b>	<b>388,863.21</b>	<b>157,287.10</b>	<b>200,916.76</b>	<b>174,307.39</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>921,374.46</b>	<b>2,966,631.00</b>	<b>25,068.52</b>		

Ending Balance 2,362,560.24  
 G/L Blance 2,362,560.24  
 Difference 0.00





Date: 6/2/2023  
 To: MCSWMD Board of Directors  
 From: Tom McGlasson Jr., Executive Director  
 Subject: Money Market Savings Cash Flow

Begin Balance 1,007,203.78

	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	YTD
REVENUE													-
Interest	1,766.06	1,639.23	1,853.71	1,786.37	2,167.44								9,212.81
Total Revenue	-	-	-	-	-	-	-	-	-	-	-	-	9,212.81

EXPENSE													-
Total Expenses		-	-	-	-	-	-	-	-	-	-	-	-

End Balance 1,016,416.59



Date: 6/2/2023  
 To: MCSWMD Board of Directors  
 From: Tom McGlasson Jr., Executive Director  
 Subject: Bond Debt Cash Flow

Begin Balance 160,988.60

	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	YTD	2023 Budget	YTD Actual Less Budget	Percent Remaining
REVENUE																
Interest	44.34	0.30	0.33	0.30	0.35								45.62			
Debt Service Tax													0.00	289,450.00	-289,450.00	100.00%
Excise Tax													0.00	15,170.00	-15,170.00	100.00%
Cvet													0.00	750.00	-750.00	100.00%
Transfer IN													0.00		0.00	
Total Revenue	44.34	0.30	0.33	0.30	0.35	0.00	0.00	0.00	0.00	0.00	0.00	0.00	45.62	305,370.00	305,415.62	100.01%

	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	YTD	2023 Budget	YTD Actual Less Budget	Percent Remaining
EXPENSE																
Principal	140,000.00												140,000.00	275,000.00	-135,000.00	49.09%
Interest	13,185.00												13,185.00	30,520.00	-17,335.00	56.80%
Agency Fee													0.00	400.00	-400.00	100.00%
Transfer Out															0.00	
Total Expenses	153,185.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	153,185.00	305,920.00	152,735.00	49.93%

End Balance 7,849.22

MONROE COUNTY  
SOLID WASTE  
MANAGEMENT  
DISTRICT

Date: 6/2/2023  
 To: MCSWMD Board of Directors  
 From: Tom McGlasson Jr., Executive Director  
 Subject: Capital Cash Flow

Begin Balance 45,492.67

	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	YTD	Budget Less YTD	Percent Remaining
REVENUE															
Interest	15.95	15.34	17.40	15.72	18.53										
Transfer IN															
Total Revenue	15.95	15.34	17.40	15.72	18.53	0.00	0.00	0.00	0.00	0.00	0.00	0.00	82.94		
EXPENSE															
Improvements															
Total Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		

End Balance 45,575.61

**MONROE COUNTY SOLID  
WASTE MANAGEMENT  
DISTRICT**

Date: June 2, 2023  
 To: MCSWMD Board of Directors  
 From: Tom McGlasson Jr., Executive Director  
 RE: **Payroll & Claims Approval**

The following payroll and claims payments are respectfully submitted to the MCSWMD Board of Directors for approval at the regularly schedule Board of Directors meeting on 6/8/2023.

Pre-Approved Claims Week of 5/15/2023

Accounts Payable Claims Pre-Approved Under Resolution 2022-02	\$31,238.50
Payroll	\$24,247.13
Payroll Claims	\$14,352.22
Longevity	\$405.66
Claims Approved by Board Chair or Designee on 5/18/2023	<u>\$5,355.29</u>
TOTAL PRE-APPROVED CLAIMS:	<u>\$75,598.80</u>

Claims Processed Week of 5/29/2023

Accounts Payable Claims Pre-Approved Under Resolution 2022-02	\$55,470.13
Payroll	\$24,566.83
PTO Payout	\$1,022.06
Payroll Claims	\$11,007.99
Longevity	\$209.31
Claims Approved by Board Chair or Designee on 6/1/2023	<u>\$115,039.58</u>
TOTAL	<u>\$207,315.90</u>

**TOTAL PAYROLL AND CLAIMS FOR APPROVAL: \$282,914.70**

We have examined the claims summarized above and, except for claims not allowed as shown on the register of claims, such claims are hereby approved by the Board of Directors on June 8, 2023.

\_\_\_\_\_  
 Geoff McKim, Chairperson

\_\_\_\_\_  
 Isabel Piedmont-Smith, Vice-Chairperson

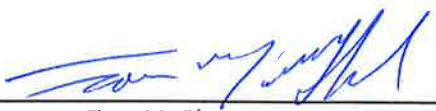
\_\_\_\_\_  
 Penny Githens, Secretary

\_\_\_\_\_  
 Julie Thomas, Director

\_\_\_\_\_  
 Lee Jones, Director

\_\_\_\_\_  
 John Hamilton, Director

\_\_\_\_\_  
 Dan Swafford, Director

  
 \_\_\_\_\_  
 Tom McGlasson, Jr., Executive Director

  
 \_\_\_\_\_  
 Cathy Martin, Controller

**Claims Docket Report**

Claim	Vendor	Name	Description	Net Amount
Batch: 792	1	527 1 Sustainable Joe LLC	MDC COMPOSTING PILOT INITIAL PAYMENT	14,000.00
	2	116 AT & T—Courthouse	MTHLY: HHW & LANDFILL ALARM SYSTEM	52.62
	3	115 AT & T	MTHLY: BETHEL SITE PHONE	291.18
			MTHLY: OARD SITE PHONE	266.84
	4	429 Canon	MTHLY: COPIER/PRINTER RENTAL	379.00
	5	117 Cintas #2	WEEKLY RUGS & TOWELS (RRC & HHW)	56.37
			WEEKLY RUGS & TOWELS (RRC & HHW)	56.37
			WEEKLY RUGS & TOWELS (RRC & HHW)	56.37
			WEEKLY RUGS & TOWELS (RRC & HHW)	56.37
			MTHLY: LEASE FOR AED - LANDFILL	129.00
			MTHLY: FIRST AID SUPPLIES - LANDFILL	15.11
			MTHLY: LEASE FOR AED - RRC	129.00
			MTHLY: FIRST AID SUPPLIES - RRC	70.30
			MTHLY: LEASE FOR AED - BETHEL	129.00
			MTHLY: FIRST AID SUPPLIES - BETHEL	15.84
			MTHLY: LEASE FOR AED - OARD	129.00
			MTHLY: FIRST AID SUPPLIES - OARD	20.82
			MTHLY: LEASE FOR AED - DILLMAN	129.00
			MTHLY: FIRST AID SUPPLIES - DILLMAN	76.27
			MTHLY: LEASE FOR AED - ELLETTSVILLE	129.00
			MTHLY: FIRST AID SUPPLIES - ELLETTSVILLE	91.95
			MTHLY: LEASE FOR AED - ADMIN	129.00
			MTHLY: FIRST AID SUPPLIES - ADMIN	64.39
			MTHLY: FIRST AID SUPPLIES - HHW	20.82
	6	320 City Glass of Bloomington	MTHLY: ADMIN, RRC & HHW UTILS <span style="color: red;">**check voided - wrong vendor**</span>	263.34
	7	252 Monroe County Clerk	CAUSE #53C06-0608-CC01568	232.61
	8	19 Duke Energy Indiana Inc	MTHLY DILLMAN SITE	159.80
			MTHLY OARD SITE	141.54
	9	44 Heritage Enviromental Service	HHW: DISPOSAL: PROPANE CYLINDERS, LATEX PAINT, PHARM, FUEL, AEROSOL CANS	5,875.75
	10	47 Hobbs Equipment Inc	MTHLY COMPACTOR RENTAL (S WALNUT & SITES)	4,435.00
	11	137 Hoosier Transfer Station	COMPLIANCE: ADOPT A ROAD/ILLEGAL DUMPING	3.10
			COMPLIANCE: ADOPT A ROAD/ILLEGAL DUMPING	7.09
	12	231 Indiana State Central Collection Unit	REMIT # 006812207, CASE: 53C07-1108-JP-000630	132.00
	13	459 Invesco Investment Service	BI-WEEKLY PAYROLL IRA FOR EMPLOYEE'S	29.00



**Claims Duck Report**

<u>Claim</u>	<u>Vendor</u>	<u>Name</u>	<u>Description</u>	<u>Net Amount</u>
14	254	John Hancock	EMP LOAN	62.78
15	254	John Hancock	EMPLOYEE LOAN	62.49
16	61	K & S Rolloff, Inc	GLASS HAULING AT SITES & S WALNUT	2,250.00
17	278	Lincoln National Life Insurance	MTHLY: EMPLOYEE DISABILITY (6/1/23 - 6/30/23)	661.50
18	74	Muller Welding Company Inc	MTHLY COMPACTOR RENTAL @ S WALNUT	300.00
19	92	Smithville Communications Inc	MTHLY: ELLETTSVILLE SITE PHONE	46.82
			MTHLY: DILLMAN SITE PHONE	45.44
20	112	Washington Township Water Corp	MTHLY: LANDFILL WATER USAGE	36.62

**Grand Total: 31,238.50**

**Voided Check -263.34**

**REVISED TOTAL: 30,975.16**

# Claims Docket Report

<u>Claim</u>	<u>Vendor</u>	<u>Name</u>	<u>Description</u>	<u>Net Amount</u>
Batch: 794 1	39	City of Bloomington Utilities	MTHLY: ADMIN, RRC & HHW UTILITIES	263.34

**Grand Total: 263.34**

Claim #6 on previous docket - payment reissue to correct vendor.

Pay Period Ending Date: 5/13/2023

Effective Date: 5/18/2023

<b>Total Number of All Transactions :</b>	<b>37</b>
<b>Total Number of Pre-Notification Transactions :</b>	
<b>Total Credit Amount :</b>	<b>24,247.13</b>
<b>Total Debit Amount :</b>	<b>24,247.13</b>
<b>Total Number of Debit Transactions :</b>	<b>1</b>
<b>Total Number of Credit Transactions :</b>	<b>36</b>

# Batch Listing Report

11:38 AM

Monroe County Solid Waste Management Dis  
 Batch 6664 thru Batch 6664

BatchNo: 6664                      Comment: Payroll Claims for 5/19/23  
 Status: Open                      Date Opened: 06/01/2023  
 Source: AP

Fund	Account No/Description	Post Date	Per/Year	Operator Ven/Emp#	Ref Number Po/Rct	Description	Debits	Credits
1000	07-22.61000 Federal Withholdings	5/31/2023	5 / 2023	CONNIE		Federal	2,777.25	
1000	07-22.65000 FICA Social Security	5/31/2023	5 / 2023	CONNIE		FICA SS	3,989.62	
1000	07-22.64000 FICA/Medicare Withholdings	5/31/2023	5 / 2023	CONNIE		Fica Medicare	932.98	
1000	07-22.41340 John Hancock Retirement	5/31/2023	5 / 2023	CONNIE		Retirement	3,537.38	
1000	07-22.62000 State Withholdings	5/31/2023	5 / 2023	CONNIE		State	2,189.83	
1000	07-22.63000 County Withholdings	5/31/2023	5 / 2023	CONNIE		County	925.16	
<b>Batch Totals:</b>							<b>14,352.22</b>	

SUMMARY

<u>Check Type</u>	<u>Manual</u>	<u>Direct</u>	<u>Deposit</u>	<u>Amount</u>	<u>Direct</u>	<u>Deposit</u>	<u>Amount</u>	<u>Check</u>	<u>Amount</u>
Regular				0.00			0.00	405.66	
Manual				0.00			0.00	0.00	
Void				0.00			0.00	0.00	

**MONROE COUNTY SOLID  
WASTE MANAGEMENT  
DISTRICT**

Date: May 17, 2023  
To: MCSWMD Board of Directors  
From: Holly DeWar, Controller  
RE: Claims for Approval 5/17/2023

Accounts Payable Claims for Approval	\$5,355.29
<b>Total Accounts Payable Claims for Approval 05/17/2023</b>	<u><b>\$5,355.29</b></u>

**We have examined the claims summarized above and approved.**

  
\_\_\_\_\_  
Tom McGlasson, Jr., Executive Director

  
\_\_\_\_\_  
Holly DeWar, Controller

**Claims Docket Report**

Claim	Vendor	Name	Description	Net Amount	
Batch: 790	1	24	C & S, Inc.	MTHLY FUEL FOR DEPTS 01, 02, 04, 05 & 08	2,092.82
	2	6	Carmin Parker	LEGAL CONSULTATION - RUMPKE AGREEMENT	742.50
	3	508	Gannett Holdings - Ohio	ANNUAL SUBSCRIPTION TO THE HERALD TIMES	452.40
	4	503	Ken's Westside Service & Towing	TOW 1997 INTERNATIONAL	300.00
				2014 ISUZU REPAIR HOSES, TRANSMISSION FLUID	1,088.85
	5	64	Koorsen Fire & Security Inc	SEMI-ANNUAL INSPECTION HAZMAT	315.92
	6	518	Pace Analytical	LANDFILL: BI:WEEKLY NPDES	294.30
	7	162	Petty Cash Fund	ADOPT A ROAD POSTAGE, ADOPT A ROAD LAUNDRY	68.50
				<b>Grand Total:</b>	<b>5,355.29</b>

**Tom McGlasson**

---

**From:** Geoff McKim <gmckim@co.monroe.in.us>  
**Sent:** Wednesday, May 17, 2023 12:49 PM  
**To:** Holly DeWar  
**Cc:** Penny Githens; Isabel Piedmont-Smith; Julie Thomas; hamiltj@bloomington.in.gov; Lee Jones; danswafford@ellettsville.in.us; Tom McGlasson  
**Subject:** Re: Claims for approval

If there are no concerns, claims are approved at 5PM tomorrow.

Thank you,

Geoff McKim  
812.360.7981  
I accept SMS, Message, and Signal at the above number  
Sent from my iPhone

On May 17, 2023, at 11:42 AM, Holly DeWar <hdewar@mcswmd.org> wrote:

Geoff and Members of the Board,

Please find attached for your review and approval Accounts Payable Claims in the amount of \$5,355.29 on 05/17/2023.

Thank you,

Holly DeWar, Controller  
Monroe County Solid Waste Management District  
3400 S. Walnut St.  
Bloomington, IN 47401  
812-349-2951

<Claims 5-17-23.pdf>



## Accounts Payable Claims Docket

### CLAIM DOCKET

Batch: 797	Claim	Vendor	Name	Description	Net Amount
	1	380	Aflac	Employee's Aflac for May, 23	179.22
	2	8	Barrow, Ernie	Yearly lease payment for Bethel site	8,869.04
	3	14	Breeden Cleaning Service	Monthly: cleaning for Admin and RRC	650.00
	4	370	Comcast Business	Mthly: telephone svr for all depts	549.53
	5	398	Cummins	Landfill: generator maintenance	360.49
				Landfill: generator maintenance	360.49
				Landfill: generator maintenance	472.83
	6	19	Duke Energy Indiana Inc	Mthly: Electric for RRC/HHW, Admin	919.90
				Mthly: ellettsville site	146.69
	7	499	Everside Health LLC	Qtrly: July-sept, 23 Health clinic	4,218.30
	8	528	Globe Life	Employee Life insurance	60.24
	9	231	Indiana State Central Collection Unit	Remit # 006812207 Case: 53C07-1108-JP-000630	132.00
	10	465	IU Health Plans	Mthly: Employee health (6/1- 6/30/23)	27,662.38
	11	459	Invesco Investment Service	Bi-weekly employee's IRA	29.00
	12	254	John Hancock	Employee Loan	62.49
	13	254	John Hancock	Employee Loan	62.78
	14	61	K & S Rolloff, Inc	Glass Hauling S Walnut & sites	1,350.00
	15	78	N Anderson Excavating & Lawn Care LLC	Landfil: Mowing/trimming (1st mowing May '23)	7,950.00
	16	82	NuGenesis, Inc	HHW: Disposal - Freezers, AC unit, water coolers	800.00
	18	93	South Central Indiana REMC	Mthly: Landfill	299.00
				Mthly: Landfill	141.00
				Mthly: Landfill	71.00
				Mthly: Landfill	53.00
52523		361	PPLSI	Mthly: ID theft for employees	70.75

**Grand Total: 55,470.13**

May 30, 2023  
11:41AM

Pay Period Ending Date: 5/27/2023

Effective Date: 6/1/2023

<b>Total Number of All Transactions :</b>	<b>37</b>
<b>Total Number of Pre-Notification Transactions :</b>	
<b>Total Credit Amount :</b>	<b>24,566.83</b>
<b>Total Debit Amount :</b>	<b>24,566.83</b>
<b>Total Number of Debit Transactions :</b>	<b>1</b>
<b>Total Number of Credit Transactions :</b>	<b>36</b>

AGENCY : 1 Monroe County Solid Waste Mtg  
 VERSION: 4.00.00

CHECK REGISTER  
 PPE 05/27/2023

PAGE : 1  
 DATE : 05/30/23  
 TIME : 13:58

Check or Advice #	Check Date	Employee Name	Manual Direct Deposit Amount	Direct Deposit Amount	Check Amount	Check Type
81225	06/01/2023			0.00	1,022.06	Regular
			Total	0.00	0.00	1,022.06

BatchNo: 6669      Comment: Payroll Claims for 6/2/23  
Status: Open      Date Opened: 06/01/2023  
Source: AP

Fund	Account No/Description	Post Date	Per/Year	Operator Ven/Emp#	Ref Number Po/Rct	Description	Debits	Credits
1000	07-22.61000 Federal Withholdings	6/1/2023	6 / 2023	CONNIE		Federal	2,597.87	
1000	07-22.65000 FICA Social Security	6/1/2023	6 / 2023	CONNIE		Fica SS	3,947.68	
1000	07-22.64000 FICA/Medicare Withholdings	6/1/2023	6 / 2023	CONNIE		Fica Medicare	923.32	
1000	07-22.41340 John Hancock Retirement	6/1/2023	6 / 2023	CONNIE		Retirement	3,539.12	
<b>Batch Totals:</b>							<b>11,007.99</b>	

SUMMARY

<u>Check Type</u>	<u>Manual</u>	<u>Direct</u>	<u>Deposit</u>	<u>Amount</u>	<u>Direct</u>	<u>Deposit</u>	<u>Amount</u>	<u>Check</u>	<u>Amount</u>
Regular				0.00			0.00		209.31
Manual				0.00			0.00		0.00
Void				0.00			0.00		0.00

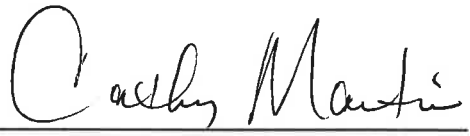
**MONROE COUNTY SOLID  
WASTE MANAGEMENT  
DISTRICT**

Date: May 31, 2023  
To: MCSWMD Board of Directors  
From: Tom McGlasson Jr., Executive Director  
RE: Claims for Approval

Accounts Payable Claims for Approval	\$115,039.58
<b>Total Accounts Payable Claims for Approval 5/31/23</b>	<b><u>\$115,039.58</u></b>

We have examined the claims summarized above and, except for claims not allowed as shown on the register of claims, such claims are hereby allowed.

  
\_\_\_\_\_  
Tom McGlasson, Jr., Executive Director

  
\_\_\_\_\_  
Cathy Martin, Acting Controller

Accounts Payable Claims Docket

CLAIM DOCKET				
Claim	Vendor	Name	Description	Net Amount
Batch: 795	1	5 AmeriGas Propane	Recycling: Propane	138.82
	2	250 Cyntox Limited Liability Co	Mixed disposal of syringes	335.00
	3	502 German American - VISA	Admin: Postage, American Flag, paper towels, tree & soil for education, (2) printers Landfill: interent svr, waders, shipping RRC & HHW: Water. paper towels, handsoap	1,121.09
	4	291 Hall Signs	Compliance: mesh vinyl roll up, sign stand	1,504.00
	5	137 Hoosier Transfer Station	Compliance: Adopt a Road/Illegal dumping	7.08
	6	52 Industrial Environmental Monitoring Inst	Landfill: Groundwater equipment rental and shipping	727.32
	7	62 Kleindorfer Hardware & Variety Store	Landfill: padlocks RRC: keys Compliance: pikstiks Admin: fluidmaster valve Compliance: water, trash bags, batteries RRC: oil dry Compliance: trash bags Sites: brakleen, rubber plugs, mach screws Sites: screws, plugs	30.38 8.00 47.47 56.96 728.97 12.54 5.01
	8	281 Paulsen, Lee	Landfill: reimb for ice - shipping samples	45.91
	9	65 Lowe's Business Accounts	Site: Bethel --mini fridge and weedeater	302.10
	10	411 Monroe County Fair	2023 MC Fair booth rental (7/3 - 7/19/23)	381.00
	11	88 ProLift Industrial Equipment Co., Inc.	RRC: Bobcat maintenance	178.61
	12	197 Quest Diagnostics	Admin: Post accident drug screen	23.50
	13	104 USABlueBook	Landfill: emergency tag signs, buffer red, blblue, DO calibration, shipping	145.09
	14	148 WasteZero	Orange bag purchase	64,825.00
	15	145 Republic Services of Indiana	Mthly: April, 2023 Hauling & MSW disposal	24,855.83
	16	518 Pace Analytical	Landfill: May Groundwater MW 18 MW 8R trip blank Landfill: May Groundwater MW 10 MW 20 Dup #1 Landfill: May Groundwater MW 7 MW 6 Dup #2 Landfill: May Groundwater MW5R Field blank Landfill: May Groundwater MW 11 MW 12 MW 9 Landfill: May Groundwater MW 14 MW 15 Mw 16 MW 19 Landfill: May Groundwater MW 21 MW 22 MW 23 Landfill: May Groundwater MW 17 Landfill: May Groundwater equipment blank	2,531.30 2,817.70 2,817.70 2,817.70 2,817.70 2,233.80 1,681.60 577.20 970.90

# Claims Docket Report

## Accounts Payable Claims Docket

### CLAIM DOCKET

<u>Claim</u>	<u>Vendor</u>	<u>Name</u>	<u>Description</u>	<u>Net Amount</u>
16	518	Pace Analytical	Landfill: May Groundwater	294.30
<b>Grand Total:</b>				<b>115,039.58</b>



**Tom McGlasson**

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**From:** Tom McGlasson  
**Sent:** Thursday, June 1, 2023 11:23 AM  
**To:** Geoff McKim; Isabel Piedmont-Smith; Penny Githens (pgithens@co.monroe.in.us); Julie Thomas; hamiltoj@bloomington.in.gov; Lee Jones; Dan Swafford  
**Cc:** Cathy Martin  
**Subject:** FW: Claims For Approval

Members of the Board,

I wanted to forward this to you since not all Board members were included in the original response. See below for Chairperson McKim's approval of claims submitted for review and approval via email on 5/31/23.

Tom McGlasson Jr.  
Executive Director  
Monroe County Solid Waste Management District  
3400 S. Walnut St.  
Bloomington, IN 47401  
812-349-2869

---

**From:** Geoff McKim [mailto:gmckim@co.monroe.in.us]  
**Sent:** Wednesday, May 31, 2023 4:13 PM  
**To:** Tom McGlasson <tmcglass@mcswmd.org>  
**Cc:** Isabel Piedmont-Smith <piedmoni@bloomington.in.gov>; Penny Githens <pgithens@co.monroe.in.us>; Cathy Martin <cmartin@mcswmd.org>  
**Subject:** Re: Claims For Approval

Claims are approved by tomorrow at noon if no objections.

Geoff McKim  
812.360.7981  
I accept SMS, Message, and Signal at the above number  
Sent from my iPhone

On May 31, 2023, at 3:10 PM, Tom McGlasson <[tmcglass@mcswmd.org](mailto:tmcglass@mcswmd.org)> wrote:

Members of the Executive Committee,

With Geoff being out of town and Isabel leaving town tomorrow, I want to make sure that one of the Board Officers would be able to approve these claims before the end of the day tomorrow. Assuming, of course, there are no unanswered questions or objections from Board members.

Thanks,  
Tom

Tom McGlasson Jr.  
Executive Director

Monroe County Solid Waste Management District  
3400 S. Walnut St.  
Bloomington, IN 47401  
812-349-2869

---

**From:** Tom McGlasson

**Sent:** Wednesday, May 31, 2023 2:06 PM

**To:** Geoff McKim <[gmckim@co.monroe.in.us](mailto:gmckim@co.monroe.in.us)>; Isabel Piedmont-Smith <[piedmoni@bloomington.in.gov](mailto:piedmoni@bloomington.in.gov)>; Penny Githens ([pgithens@co.monroe.in.us](mailto:pgithens@co.monroe.in.us)) <[pgithens@co.monroe.in.us](mailto:pgithens@co.monroe.in.us)>; Julie Thomas <[jthomas@co.monroe.in.us](mailto:jthomas@co.monroe.in.us)>; [hamiltoj@bloomington.in.gov](mailto:hamiltoj@bloomington.in.gov); Lee Jones <[ljones@co.monroe.in.us](mailto:ljones@co.monroe.in.us)>; Dan Swafford <[danswafford@ellettsville.in.us](mailto:danswafford@ellettsville.in.us)>

**Cc:** Cathy Martin <[cmartin@mcswmd.org](mailto:cmartin@mcswmd.org)>

**Subject:** Claims For Approval

Members of the Board,

Attached for your review and approval are accounts payable claims in the amount of \$115,039.59. Please let me know if you have any questions.

Tom

Tom McGlasson Jr.  
Executive Director  
Monroe County Solid Waste Management District  
3400 S. Walnut St.  
Bloomington, IN 47401  
812-349-2869

Monroe County Indiana Solid Waste Management District



## **MEMORANDUM**

**TO:** MCSWMD Board of Directors  
**DATE:** June 2, 2023  
**FROM:** Tom McGlasson Jr.  
**SUBJECT:** Service Agreement with Connie Hudson

---

With the resignation of Holly DeWar, current Office Manager Cathy Martin assumed the duties of Controller, and was named Acting Controller by the Executive Director. This created a void in the Office Manager position, which staff felt needed to be addressed immediately without permanently filling the position due to Ms. Martin's interest in the Controller position and the Board's role in filling that position.

Staff reached out to former Office Manager Connie Hudson asking if she would be willing to work under contract for period of time to help fill the Office Manager void as well as help Ms. Martin re-familiarize herself with the District's finances, accounting policies and procedures, and accounting software.

Ms. Hudson was agreeable to this. Staff, therefore, worked with District legal counsel to draft the attached Service Agreement, which Ms. Hudson has already signed. Due to the impending need to get tasks completed to comply with information requests from the County Auditor's office for their GAAP reporting requirement, prepare the District's 2024 budget proposals, and reconcile District accounts to provide updated cash flow statements to the Board, it was determined that Ms. Hudson should start as soon as possible. This was discussed with the Executive Committee at their meeting on 5/30/23 and it was agreed to have Ms. Hudson start on 5/31/23, as is reflected in the effective date of the agreement.

The Board is being asked to ratify and approve this service agreement with Connie Hudson.

## SERVICE AGREEMENT

This Service Agreement is entered into by and between the Monroe County Solid Waste Management District (District) located at 3400 S. Walnut St., Bloomington, Indiana 47401 and Connie Hudson (Consultant), located at 7400 N. Mt. Tabor Road, Ellettsville, IN 47429, also individually referred to as the "Party" and collectively as the "Parties". The Effective Date of this agreement is May 31, 2023.

1. SERVICES: The Consultant shall perform duties similar, but not limited, to those listed in the Office Manager job description, attached hereto as Exhibit A.
2. SCHEDULE: The Consultant will work a weekly schedule that is mutually agreed upon by the Parties, not to exceed forty (40) hours per week.
  - a. This work scheduled may be adjusted at any time by mutual agreement of the Parties.
  - b. The Consultant agrees to keep and provide a record of hours worked.
3. COMPENSATION: The Consultant shall be paid a flat rate of twenty-five dollars (\$25.00) per hour.
  - a. Consultant shall be paid bi-weekly, consistent with the District's established accounts payable payment schedule.
  - b. Consultant shall submit bi-weekly invoices with supporting documentation no later than noon (12:00 p.m.) on the Tuesday of the week accounts payable claims are processed for payment.
  - c. Payments shall be provided to the Consultant in person at the District office, or mailed to the address listed for the Consultant under Section 9 of this agreement.
4. TERM: This Agreement shall commence on the Effective Date, as stated above, and be in full force and effect until terminated pursuant to the terms of this Agreement.
5. TERMINATION: This Agreement may be terminated may be terminated by either Party, at any time, by providing fourteen (14) days written notice to the other Party.
  - a. Upon termination, the District shall be responsible for making payment to the Consultant for any hours worked, but not paid, up to and including the day of termination.
  - b. Payment shall be made on the next scheduled accounts payable payment processing date after the date of termination.

6. RELATIONSHIP of the PARTIES:

- a. No Exclusivity: The Parties agree that this Agreement is not an exclusive arrangement. The Parties agree that either Party is free to enter into similar agreements with any other Party. The Consultant agrees that it will not enter into any agreements that conflict with the Consultant's obligations under this Agreement.
- b. Independent Contractor: The Consultant is an independent contractor. Neither Party is an agent, representative, partner, or employee of the other Party.
- c. Public Services Contract: The Consultant acknowledges that the District is a political subdivision and this Agreement constitutes a Public Contract for Services, and as such, is subject to the provisions of IC 22-5-1.7.
- d. The Consultant, by signing and entering into this agreement, affirms the following:
  - (1) The Consultant shall enroll in, and use, the E-Verify program to verify the eligibility status of all newly hired employees as required by IC 22-5-1.7-11.1; and
  - (2) The Consultant does not knowingly employ any unauthorized aliens as required by IC 22-5-1.7-11.1; and
  - (3) The Consultant has not engaged in activities with the government of Iran as defined in IC 5-22-16.5.

7. DISPUTE RESOLUTION:

- a. The Parties agree that this Agreement shall be governed by the State of Indiana Law.
- b. Negotiation: In the event of a dispute, the Parties agree to negotiate in good faith in an effort to reach agreement to continue their relationship under this Agreement.
- c. Legal Recourse: In the event that a dispute cannot be resolved through good faith negotiation, the Party which raised the dispute may seek other available legal remedies to enforce its rights under this agreement.

8. GENERAL:

- a. The Parties may not assign their rights and/or obligations under this Agreement.
- b. This Agreement constitutes the Parties entire understanding of their rights and obligations. This Agreement supersedes any other written or verbal communication between the Parties. Any subsequent changes to this Agreement must be made in writing and signed by both Parties.
- c. If any section of this Agreement is found to be invalid or unenforceable, the rest of this Agreement shall still be enforceable.
- d. Neither Party can waive any provision of this Agreement, or any rights or obligations under this Agreement, unless signed and agreed to in writing by both Parties. If any

provision, or obligation is waived, it is only waived to the extent agreed to in writing.

9. **NOTICES:** All notices under this agreement must be delivered in person or by certified or registered mail with return receipt requested. Notices shall be sent as follows:

a. **District**

Monroe County Solid Waste Management District  
3400 S. Walnut St. Bloomington, IN 47401  
Attention: Executive Director

b. **Consultant**

Connie Hudson  
7400 N. Mt. Tabor Road  
Ellettsville, IN 47429

The Parties agree to the terms and conditions set forth above as demonstrated by their signature below:

**Consultant**

NAME: Connie Hudson

TITLE: Consultant

SIGNATURE: Connie J. Hudson

DATE: 5-31-23

**District**

NAME: Geoff McKim

TITLE: Chairperson, Board of Directors

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

ATTESTED:

NAME: Tom McGlasson Jr.

TITLE: Executive Director

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

<b>Monroe County Solid Waste Management District</b> <b>Job Description</b> March 2018	
<b>Job Title:</b>	Office Manager
<b>Department:</b>	Administration (01)
<b>Work Location:</b>	Administration
<b>Reports To:</b>	Executive Director
<input checked="" type="checkbox"/> Full-Time <input type="checkbox"/> Part-Time	<input type="checkbox"/> Exempt <input checked="" type="checkbox"/> Non-Exempt
<b>To Perform this position successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed in this document are representative of the knowledge, skill, and/or ability required. Monroe County Solid Waste Management District provides reasonable accommodation to complete the application process or perform essential functions of the job, unless the accommodation would cause undue hardship.</b>	
<p><b><u>PURPOSE OF THE POSITION</u></b></p> <p>The Office Manager is responsible for performing a variety of routine clerical, reception and office support functions. This position serves as the Administrative Assistant to the Executive Director and Controller and also provides secretarial support to the Board of Directors as needed.</p>	
<p><b><u>RESPONSIBILITIES</u></b></p> <p><b>1. General Tasks</b></p> <ul style="list-style-type: none"> <li>• Greet and direct the public via phone and in person and is the communication hub for staff</li> <li>• Provide secretarial and clerical support to the Executive Director and Controller</li> <li>• Office filing and record keeping</li> <li>• Produces information by transcribing, formatting, editing, copying and transmitting data</li> <li>• Act as secretary to the Board of Directors: administration, schedules, meetings, meeting packet preparation, transcribes minutes from audio/video recordings. Prepares letters, memos, spreadsheets and agendas</li> <li>• Assist and provide support to the Controller as needed with payroll, accounts payable claims and receivables</li> <li>• Maintain office supplies inventory and order supplies as needed</li> <li>• Daily and timely collect, sort, time stamp and distribute incoming mail</li> <li>• Process and deliver outgoing mail; ensures postage service</li> <li>• Maintain department schedules and calendars for staff</li> <li>• Data entry</li> </ul> <p><b>2. Technical Tasks</b></p> <ul style="list-style-type: none"> <li>• Maintains and troubleshoots office equipment, software and telephones</li> <li>• Maintains key inventory for MCSWMD</li> </ul>	

- 3. Other Responsibilities**
  - Provide efficient and timely service to all customers
  - Observe and enforces previously established safety guidelines at all times
  - Maintain compliance with all company policies and procedures
  - Perform other duties as assigned and directed by the Executive Director or Controller
  
- 4. Supervisory Responsibilities**
  - Supervises interns and volunteers as needed

**EDUCATION, KNOWLEDGE, SKILLS AND/OR WORK EXPERIENCE REQUIREMENTS**

The Office Manager is required to have, as a minimum, one year experience in office administration.

- Strong written and oral communication skills
- Proficient in Microsoft Office, Outlook and Excel
- Knowledge of standard office equipment
- Time management skills
- Ability to establish and maintain cooperative relationships

**PHYSICAL REQUIREMENTS**

The Office Manager performs a majority of duties in an office and will include sitting and walking at will. There will be times that require work or visits off site. Occasionally the Office Manager will be required to lift up to 25 pounds. Typical office work with normal noise level. There are no physical demands.

**ACKNOWLEDGMENT**

The District has developed the job description to provide general guidelines to assist you in becoming familiar with obligations of your employment. It is not a complete list of responsibilities and is subject to change at any time. In the event this job description is modified, employee shall be provided a written copy of the revised job description, which will require employee's signature. This is not to give rise to contractual rights or obligations, express or implied or to be construed as a guarantee of employment. This is not a contract of employment. Additionally with the exception of the voluntary at-will employment policy, these guidelines are subject to modification, amendment or revocation by the District at any time, without advance notice. By your signature below, you acknowledge that you have read and understand this job description and agree to perform the duties, responsibilities and tasks set forth. Failure or refusal to sign and return a copy of this job description with an original signature to the Executive Director, or their designee, prior to the designated start date and time may be considered a declination of the position.

The District is an Equal Opportunity Employer

**Print Employee Name:**

**Employee Signature:** **Date:**



Monroe County Indiana Solid Waste Management District



## **MEMORANDUM**

**TO:** MCSWMD Board of Directors  
**DATE:** May 26, 2023  
**FROM:** Tom McGlasson Jr.  
**SUBJECT:** Resolution 2023-07 To Amend Resolution 2022-14 To Establish the 2023 District Holiday Schedule

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This resolution does not change any of the observed holidays previously established by Resolution 2022-14. Rather, the necessary change is due to a staff scheduling change at the South Walnut Recycling Center resulting in the need to reduce the floating holidays provided to the Recycling & Reuse Coordinator position.

The Recycling & Reuse Coordinator will be moving to a weekly Tuesday through Friday schedule, and no longer follow the bi-weekly Tuesday through Friday and Wednesday through Saturday rotation. This resulted in the position gaining 2 Tuesday holidays [Independence Day (7/4) and General Election Day (11/7)] that did not fall within the previous schedule rotation. The position will now receive 7 observed holidays, and the provided floating holidays are reduced from 6 to 4.

The position will remain at a total of 110 paid holiday hours for 2023, the same as the rest of the staff at the South Walnut facility.

Additionally, staff is taking this opportunity to correct an error that was discovered on Resolution 2022-14. Under the provided floating holidays for the South Walnut Recycling Center and Hazardous Materials Facility, the HazMat Tech I and HazMat Tech II positions were switched. This has been corrected in Resolution 2023-07. Neither employee has used any floating holidays to date, and both are aware of this correction being made.

## RESOLUTION 2023 – 07

### To Amend Resolution 2022-14 To Establish the 2023 District Holiday Schedule

**WHEREAS**, it is necessary and desirable to establish holiday schedules for the employees of the Monroe County Solid Waste Management District; and

**WHEREAS**, due to the nature of operations and various duties of the employees of the Monroe County Solid Waste Management District, holiday schedules shall be established by facility to best serve the interests of the citizens of Monroe County, Indiana; and

**WHEREAS**, due to the varying operating schedules of the District facilities, not all facilities observe all holidays, and some holidays are observed either the day before or the day after the actual holiday date; and

**WHEREAS**, due to the varying operating schedules of the District facilities resulting in varying work schedules and hours worked per day for employees, and the Board’s desire for employees to receive an equitable amount of paid holiday time off, some employees are granted “floating holidays” to be scheduled with their supervisor; and

**WHEREAS**, the District previously established a 2023 District Holiday Scheduled via Resolution 2022-14, adopted by the Board on November 10, 2022; and

**WHEREAS**, a change in the staffing schedule at the South Walnut Recycling and Household Materials Facility requires amending the floating holidays provided to the employees of this facility.

**NOW THEREFORE**, the Board of Directors of the Monroe County Solid Waste Management District, hereby resolves and adopts the Amended 2023 District Holiday Schedule as follows:

*The Administration Office* will be **CLOSED** in observance of the following holidays unless otherwise noticed:

Monday, January 16, 2023	MARTIN LUTHER KING, JR. DAY
Monday, February 20, 2023	PRESIDENT'S DAY
Friday, April 7, 2023	SPRING HOLIDAY
Tuesday, May 2, 2023	PRIMARY ELECTION DAY
Monday, May 29, 2023	MEMORIAL DAY
Monday, June 19, 2023	JUNETEENTH
Tuesday, July 4, 2023	INDEPENDENCE DAY
Monday, September 4, 2023	LABOR DAY
Tuesday, November 7, 2023	GENERAL ELECTION DAY
Friday, November 10, 2023	VETERAN'S DAY
Thursday, November 23, 2023	THANKSGIVING DAY
Friday, November 24, 2023	DAY AFTER THANKSGIVING
Monday, December 25, 2023	CHRISTMAS DAY

## RESOLUTION 2023 – 07

### To Amend Resolution 2022-14 To Establish the 2023 District Holiday Schedule

*The South Walnut Recycling Center and Hazardous Materials Facility* will be **CLOSED** in observance of the following holidays unless otherwise noticed:

Friday, April 7, 2023	SPRING HOLIDAY
Tuesday, May 2, 2023	PRIMARY ELECTION DAY
Tuesday July 4, 2023	INDEPENDENCE DAY
Tuesday, November 7, 2023	GENERAL ELECTION DAY
Friday, November 10, 2023	VETERAN'S DAY
Thursday, November 23, 2023	THANKSGIVING DAY
Friday, November 24, 2023	DAY AFTER THANKSGIVING

Additionally, employees of the *South Walnut Recycling Center and Hazardous Materials Facility* are provided floating holidays, to be scheduled with their supervisor, and which must be used during the calendar year 2023, as indicated below:

6 FLOATING HOLIDAYS

Provided to:  
Truck Driver I  
Material Handler II  
HazMat Tech I

5 FLOATING HOLIDAYS

Provided to:  
Green Business Network Coordinator  
Truck Driver II  
Material Handler II  
HazMat Tech II

4 FLOATING HOLIDAYS

Provided to:  
Recycling & Reuse Coordinator

*The Rural Recycling Centers* will be **CLOSED** in observance of the following holidays unless otherwise noticed:

Monday, January 16, 2023	MARTIN LUTHER KING, JR. DAY
Monday, February 20, 2023	PRESIDENT'S DAY
Friday, April 7, 2023	SPRING HOLIDAY
Monday, May 29, 2023	MEMORIAL DAY
Monday, June 19, 2023	JUNETEENTH
Monday, September 4, 2023	LABOR DAY
Friday, November 10, 2023	VETERAN'S DAY
Friday, November 24, 2023	DAY AFTER THANKSGIVING
Monday, December 25, 2023	CHRISTMAS DAY

Additionally, *Rural Recycling Center* employees are provided floating holidays, to be scheduled with their supervisor, and which must be used during the calendar year 2023, as indicated below:

3 FLOATING HOLIDAYS	Site Operators Scheduled on Friday & Saturday
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# RESOLUTION 2023 – 07

## To Amend Resolution 2022-14 To Establish the 2023 District Holiday Schedule

So voted on, this 8<sup>th</sup> day of June, 2023 by the Board of Directors of the Monroe County Solid Waste Management District.

AYE

NAY

\_\_\_\_\_  
Geoff McKim, Chairperson

\_\_\_\_\_  
Geoff McKim, Chairperson

\_\_\_\_\_  
Isabel Piedmont-Smith, Vice-Chairperson

\_\_\_\_\_  
Isabel Piedmont-Smith, Vice-Chairperson

\_\_\_\_\_  
Penny Githens, Secretary

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Penny Githens, Secretary

\_\_\_\_\_  
Julie Thomas, Director

\_\_\_\_\_  
Julie Thomas, Director

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John Hamilton, Director

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John Hamilton, Director

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Lee Jones, Director

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Lee Jones, Director

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Dan Swafford, Director

\_\_\_\_\_  
Dan Swafford, Director

Attest:

\_\_\_\_\_  
Tom McGlasson Jr., Executive Director

Monroe County Indiana Solid Waste Management District



## **MEMORANDUM**

**TO:** MCSWMD Board of Directors  
**DATE:** June 2, 2023  
**FROM:** Tom McGlasson Jr.  
**SUBJECT:** Host Fee Agreements Update

Staff and legal counsel have a meeting scheduled with representatives of Republic Services on Friday June 2<sup>nd</sup> to review the Rumpke Host Fee Agreement. Unfortunately this was the first opportunity all parties were available to meet, and the timing will make it difficult to address any requested and/or needed changes to one or both host fee agreements for consideration at the June Board meeting. We will continue to work with both Rumpke and Republic in an effort to arrive at terms both entities are agreeable with to continue to allow the District to receive a host fee. Staff will provide an update on the status of these agreements at the Board meeting.

The current version of the Rumpke Host Fee Agreement does call for the host fee to be retroactive to the opening date of the facility, and Rumpke has advised that will be collecting and escrowing those funds until such time that the agreement is executed. Additionally, Republic Services has verbally advised that since the Rumpke facility is now operating, they will also be escrowing collected host fees until such time that a host fee agreement with Rumpke is executed.

Monroe County Indiana Solid Waste Management District



## **MEMORANDUM**

**TO:** MCSWMD Board of Directors  
**DATE:** June 2, 2023  
**FROM:** Tom McGlasson Jr.  
**SUBJECT:** Request for Appointment to the CAC

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The attached email from Matt Austin was received expressing his interest in joining the CAC. Mr. Austin attended the CBU Anaerobic Digester Public Information meeting and introduced himself to me afterward, expressing interest in the CAC. As you can see in the email, he presents interest and experience that aligns well with the District's goals and objectives. I recommend that he be appointed to the CAC.

**Tom McGlasson**

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**From:** Matt Austin [REDACTED]  
**Sent:** Thursday, May 18, 2023 7:26 PM  
**To:** Tom McGlasson  
**Subject:** Joining CAC as a community member.

Tom-

It was a pleasure to meet you tonight at the community info session about the Biodigester.

I would like to join the CAC & believe I would be a valuable contributor for multiple reasons including:

1) I am in my 2nd year of a 2 yr term on BCOS & started a waste management working group alongside Joseph Wynia. This has been a great experience which I hope to continue for another term.

2) The waste management working group is working on a neighborhood composting program (Compost Captains). This won't fill the void left by Green Earth & Earth Keepers, but it's a start.

3) My family has an urban farm in the Covenanter neighborhood where we produce 5000+lbs of organic fruits & veggies. We compost all our food & yard waste in multiple ways to make soil including:

A) our Chickens in their run produce great soil

B) vermicomposting-this outdoor system is also installed at Child's elementary & at Wonderlab

C) we have 4 large bins for yard waste producing 5+ yards of soil/yr

D) Bokashi- pickling food waste so it's useable in 4 weeks & retains 90% of its nutrients (we currently accept the food waste of 10 neighbors & are educating some on composting & bokashi).

4) Another BCOS goal is to push the city to switch trash/recycling provider from Republic to Rumpke.

A) Rumpke's landfill is half the distance of Republic's.

B) Rumpke harvests methane from their landfill. Republic does not.

C) Rumpke recycles Tetra-paks Republic doesn't (tetra-paks are used for soups, broths, veggie milks, juices, among many other products). The city could reduce waste going to the landfill by 2-5% w/ this move alone.

5) I was in the residential solar industry (sales/project management) for 5 years & have over 1 megawatt of solar installed.

I hope this gives enough insight for you & the board to see I practice what I preach & that I would be a valuable contributor to the CAC & it's goals moving forward. Thank you for your consideration.

Sincerely,

Matthew Austin

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Matthew Austin

# CAC Monthly Activity Report

## Monroe County Solid Waste Management District

### Citizen's Advisory Committee

May-June 2023

#### **05/24 Regular Meeting**

- Rebranding Subcommittee: CAC members are continuing discussions and providing feedback virtually as Lambert consulting continues to develop branding materials.
- CAC is beginning discussions on the 2023 Budget-2024 Proposed Budget and will finalize budget requests and comments in June and July for the BOD to vote on it in August.
- Agenda items for CAC's 2023 Strategic Planning were discussed, including Adopt-a-Road, volunteering at the District's booth at this year's county fair, and promoting the rebranding effort at this year's Fall Fest in Ellettsville.
- Ryan Conway of Earthkeepers resigned from the CAC in May and was a co-secretary. Considering this, John Arnold agreed to continue in his role as secretary.





## MEMORANDUM

**TO:** MCSWMD Board of Directors  
**DATE:** June 2, 2023  
**FROM:** Tom McGlasson Jr.  
**SUBJECT:** June 2023 Administration Department Board Report

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### Legislative Update

- **SB33 – Solar Panel Decommissioning and Disposal Study** – Senate Enrolled Act (SEA) 33 became Public Law 17 on 4/20/23. Directs IDEM to conduct a study concerning the decommissioning and disposal of solar panels and wind power devices. Not later than 10/1/24 IDEM shall file a report of the study findings and its recommendations with the legislative council and present the report to the interim study committee on energy, utilities, and telecommunications.
- **SB472 – Advanced Recycling** – SEA 472 became Public Law 54 on 4/20/23. Defines “advanced recycling” as a manufacturing process for the conversion of post-use polymers and recovered feedstocks into basic raw materials, feedstocks, chemicals, and other products; defines “advanced recycling facility” as a manufacturing facility; exempts advanced recycling materials and facilities from the definitions of “solid waste”, “solid waste disposal facility”, “solid waste processing facility”, and “solid waste management”; and thus are exempt from certain solid waste management laws and environmental permitting requirements.
- **HB1017 – Prescription Drug Donation Repositories** – House Enrolled Act (HEA) 1017 became Public Law 208 on 5/4/23. Establishes a prescription drug repository program allowing the donation of unused prescription drugs and supplies for use by an eligible individual or qualified recipient. Establishes funding for the program; provides provisions to ensure the safety of the donated medications; establishes criteria to repository and dispensing locations; and criteria for patient eligibility.
- **HB1167 – Live Streaming and Archiving Meeting** – HEA 1167 became Public Law 127 on 5/1/23. Effective 7/1/2025, requires some governing bodies to provide a publicly accessible platform that includes live transmissions of public meetings and an archive of the live transmission with links to meeting agendas, minutes, or memoranda for at least 90 days.

For the District, which is not specifically identified in the law, this only applies if/when the Board, Executive Committee, or CAC conducts its regular meetings in the same meeting room as a county, city, town, or township executive, legislative or fiscal body, or elected school board. Under current meeting schedules and locations, this would only apply to the Board of Directors.

- **HB1438 – Publication of Local Government Notices** – HEA 1438 became Public Law 84 on 4/20/23. Establishes the Local Government Public Notice Task Force. The task force shall study existing statutory notice requirements and look for ways to streamline the process, assess the viability of use of print and digital media, increasing awareness and accessibility, and evaluate cost savings to political subdivisions. The task force shall issue a report setting forth determinations from the study and recommendations for legislation in the 2024 regular session, no later than 12/1/23.
- **HB1512 – Solid Waste Matters** – HEA 1512 became Public Law 153 on 5/1/23. This bill extends a pilot project from last year to enhance and expand recycling efforts in Marion County and expands the area to include the 8 surrounding counties. The bill does restrict a portion of IDEM’s annual recycling market development grant funds, up to \$2,000,000, to the area identified.

**General Updates**

- District rebranding continues to move forward. We are continuing to review draft logo ideas with the consultant to achieve a logo that adequately connects with our mission, goals and objectives.
- Elisa Pokral is hosting a composting workshop at the District Administration building on Saturday June 10, 2023. The workshop will include a presentation from MC-IRIS on invasive jumping works.
- The District will be sharing a booth at this year’s Monroe County Fair with Monroe County Highway Stormwater program.

**Media Summary for May**

- Social Media Outreach
  - Social media posts included: Composting Workshop; Litter; Election Day; EarthKeepers; Earthfest; Adopt-A-Road; Rumpke Monroe County Resource Recovery Facility; Memorial Day.
- Effectv Summary
  - Television advertising: Recycling Practice; Recycle Right; Climate Change; Leaf Burning; Green Business; Water Quality.
  - Premium Digital Advertising: Recycling Practice; Trash Burning.
    - Premium Digital is a platform for our infomercials to be viewed through Comcast On-Demand services and internet streaming on any device.
- Radio Summary
  - WHCC: 7 rotating PSAs (60 seconds) on Environmental Challenges & Solutions.
- Home Composting interviews with H-T and WFIU/WTIU

**Education and Outreach Summary for April**

- Three (3) new “About Trees” videos uploaded to the District YouTube channel.
- Elisa Pokral and Kayla Strand participated in an IDEM Recycling Roundtable on waste audits.
- Elisa Pokral attended the ASIWMD Educator’s Roundtable.
- Kayla Strand attended the Green Business Engagement National Network (GBENN) virtual May meeting.

# **MEMORANDUM**

Monroe  
County Solid  
Waste  
Management  
District

**DATE:** 06/01/23  
**TO:** MCSWMD Board of Directors  
**FROM:** Joey Long  
**SUBJECT:** Recycling & Reuse, Hazardous Materials, Rural Recycling Centers Board Report for the month of June 2023.

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## **Recycling & Reuse (04)**

- With the recent mass exodus of IU students, staff have been diligent about keeping up with the influx of materials for reuse and recyclable items
- We are still needing some data from vendors to complete the monthly waste and recycling tonnage and pulls data spreadsheet. An updated spreadsheet will be provided in next month's meeting packet.

## **Hazardous Materials (05)**

- We worked with City HAND department on their last neighborhood cleanup event of the year. This was located in a neighborhood near the west side of Bloomington, which includes about 300 – 350 households.

Household Chemicals = 211 lbs.

Tires = 63

Fluorescent Light Bulbs = 39

## **Rural Recycling Centers (06)**

- We have collected the EarthKeepers food waste collection bins.

# MEMORANDUM

Monroe  
County Solid  
Waste  
Management  
District

**DATE:** June 8, 2023  
**TO:** MCSWMD Board of Directors  
**FROM:** Lee Paulsen  
**SUBJECT:** Landfill and Environmental Compliance May 2023 Board Report

## Landfill May 2023:

- ◆ The NPDES Discharge Monitoring Report (DMR) and IDEM Monthly Monitoring Report (MMR) for May 2023 will be submitted prior to the June 28, 2023 deadline.
- ◆ The NPDES Discharge Monitoring Report (DMR) and IDEM Monthly Monitoring Report (MMR) for April 2023 was prepared and submitted by Lee Paulsen on 5-9-2023. There were no exceedances or violations.
- ◆ We completed the May 2023 groundwater sampling event on Thursday, May 11, 2023. We sampled on May 3, 4, 8, 9, 10, and 11. All the samples were send via FedEx to Pace Labs in Indianapolis. All the rented equipment was shipped back to their owners on Friday, May 12, 2023.
- ◆ Methane monitoring was conducted on May 15, 2023, the results were submitted to IDEM via online share point. All the samples were within acceptable limits.
- ◆ Completed the bi-annual Self Inspection of the landfill for IDEM as required for the Post Closure Agreement. All required documents were sent via online share point and e-mail to the IDEM landfill inspector on 5-16-2023.
- ◆ Anderson Excavating completed the first mowing of the landfill per contract.
- ◆ Leachate production is available on the next page.

## Environmental Compliance May 2023:

- ◆ Eighteen (18) new Environmental Compliance Cases were reported for the month of May 2023.
  - Seventeen (17) Case were Substantiated, One (1) were Unsubstantiated, Fourteen (14) roadside cases, zero (0) Illegal Burns, three (3) private property cases and one (1) coordinated clean-up. Sixteen (16) are closed and Two (2) are still open and pending.
  - May 2023: 460lbs. trash removed from the roadsides, three (3) needles, and eight (8) tires and zero (0) on rims were removed from the side of the roads.
- ◆ There are currently sixty-four(64) open environmental compliance cases.
- ◆ **Total for 2023:**
  - 147 total cases. 2 Illegal burns; 44 cases at private properties; 93 roadside clean-ups; and 8 coordinated clean-ups.
    - 11,580 lbs. (5.79 tons) of trash removed from the sides of the road via compliance cases.

- Tires: Sixty (60) tires removed from the sides of the road; 0four (4) tires on rims.
- Needles: Sixty-seven (67) removed along roadsides from January 1, 2023 to present.

**Adopt-A-Road May 2023:**

- ◆ For the month of May 2023, there were Eight (8) Adopt-A-Road clean-up completed.
  - IU Student Athletic Board; N. Kinser Street, Between 17th St. and W. Gourley Pike
  - Berry Global; N. Loesch Rd, Between Profile Parkway and W. Vernal Pike
  - Ivy Tech; Daniels Way, Whole Road
  - Your Friend; N. Maple Grove Rd, Between W. Delap Rd and N. Bottom Rd
  - In Memory of Philip H. Thomas; Thomas Road North, Between 3910 N. Thomas Rd and West Vernal Pike
  - Freecycle; Moores Pike, Between Olcott Blvd. and SR 446
  - In memory of James Lee Marvin Koch; Boltinghouse Road, Between Old 37 North to E. Earl Young Rd.
  - IU Student Athletic Board; N. Kinser Street, Between 17th St. and W. Gourley Pike
- ◆ For the month of May 2023 there was approximately eight (8) miles of road that was cleaned.
  - Each clean-up is for an adopted section of road that is approximately one (1) mile in length
- ◆ For the month of May 2023 approximately 255 lbs. of trash and 90 lbs. of recyclables removed from the sides of roads.
  - Weights are estimated based on an average bag weight due to the City of Bloomington collecting a substantial number of the clean-ups for which we cannot get actual weight.
- ◆ **YTD 2023 for the Adopt-A-Road:**
  - 45 clean-ups.
  - 2640 lbs. of trash.
  - 520 lbs. of recyclables.
    - Weights are estimated based on an average bag weight due to the City of Bloomington collecting a substantial number of the clean-ups for which we cannot get actual weights.

**Monroe County Landfill Leachate Generation and Treatment Data**

The below data is for the most recent six (6) months of operation

Month		Dec. '22	Jan. '23	Feb. '23	March '23	April '23	May '23	Total
Temp (° F)	High	60	63	74	79	87	88	
	Low	-9	11	12	12	21	37	
	Avg	34	37	41	42	52	64	
Total Gallons Generated	Hauled Dillman	0	0	0	0	0	0	0
	Hauled Ellettsville	0	530,000	339,000	292,000	109,000	0	1,270,000
	Treated	0	303,425	392,273	631,550	571,869	350,619	2,249,736
	Total	0	833,425	731,273	923,550	680,869	350,619	3,519,736
Precipitation (in)		2.45	3.99	2.94	7.19	3.90	3.43	23.90
Hauling Cost Dillman		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Hauling Cost Ellettsville		\$0	\$27,835	\$18,748	\$15,784	\$7,378	\$0	\$69,745
Disposal Cost Dillman		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Cost		\$0	\$27,835	\$18,748	\$15,784	\$7,378	\$0	\$69,745
Gallons Per Acre Per Day (GPAD):				338.74				

\*\*AS of February 15 2019, Bynum Fanyo Utilities began hauling leachate per the quote accepted by the Board on 2-14-19 and disposal cost is included in the hauling amount.

For comparison, below is the data for the same six (6) month period from the previous year

Month		Dec. '21	Jan. '22	Feb. '22	March '22	April '22	May '22	Total
Temp (° F)	High	68	62	65	78	85	90	
	Low	16	-6	5	14	26	41	
	Avg	41	26	32	45	63	66	
Total Gallons Generated	Hauled Dillman	0	0	0	0	0	0	0
	Hauled Ellettsville	200,000	333,000	301,400	503,000	119,200	0	1,456,600
	Treated	555,634	457,912	232,219	363,691	466,266	667,086	2,742,808
	Total	755,634	790,912	533,619	866,691	585,466	667,086	4,199,408
Precipitation (in)		4.97	2.49	5.22	5.79	4.71	5.77	28.95
Hauling Cost Dillman		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Hauling Cost Ellettsville		\$8,560	\$14,256	\$12,904	\$21,532	\$6,618	\$0	\$63,870
Disposal Cost Dillman		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Cost		\$8,560	\$14,256	\$12,904	\$21,532	\$6,618	\$0	\$63,870
Gallons Per Acre Per Day (GPAD):				404.15				

Below is the cost savings realized from on-site leachate treatment for the current six (6) month period

Month	Treated	Hauled Dillman	Hauled Ellettsville	Total	Monthly Cost for Hauled	Cost w/o Treatment	Operational Costs	Cost Savings
Dec. '22	0	0	0	0	\$0	\$0	\$0	\$0
Jan. '23	303,425	0	530,000	833,425	\$27,835	\$44,172	\$7,206	\$9,130
Feb. '23	392,273	0	339,000	731,273	\$18,748	\$38,757	\$9,316	\$10,693
March '23	631,550	0	292,000	923,550	\$15,784	\$48,948	\$14,999	\$18,165
April '23	571,869	0	109,000	680,869	\$7,378	\$36,086	\$13,582	\$15,126
May '23	350,619	0	0	350,619	\$0	\$18,583	\$8,327	\$10,256
Total	2,249,736	0	1,270,000	3,519,736	\$69,745	\$186,546	\$53,431	\$63,370

\* Leachate hauling and disposal costs are based on the following rates: as of March 1, 2022

Hauling and Disposal = \$223.00 per 4,200 gallon load

Hauling and Disposal = \$265.00 per 5,000 gallon load

\*\* Temperature data is from the website National Weather Service (www.weather.gov) for zip code 47408