

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 July 13, 2023 4:00 pm

CALL TO ORDER

	Page
1. Board of Directors Attendance Roll Call**	N/A
2. Executive Committee Meeting Minutes – May 30 2023.....	2
3. Approval of Board of Directors Meeting Minutes – June 8, 2023**	7
4. Controller’s Report	
a. Cash Flows.....	11
b. Payroll and Claims**	19
5. Host Fee Agreements.....	38
a. Resolution 2023-08 Host Fee Agreement with Rumpke Waste & Recycling**	39
b. Resolution 2023-09 Host Fee Agreement with Republic Services of Indiana**	51
6. Resolution 2023-10 A Resolution to Amend Resolution 2023-01 A Resolution to Amend Resolution 2022-13 Ordinance for Fixing Salaries for Calendar Year 2023**	63
7. MCSWMD 2024 Proposed Budgets.....	83
a. 2024 Proposed Operating Fund Budget.....	95
b. 2024 Proposed Debt Service Fund Budget.....	105
c. 2024 Proposed Cumulative Capital Fund Budget.....	106
8. CAC Report.....	107
9. Department Reports	108

10. Public Comment.....N/A

11. Comments from Directors.....N/A

ADJOURN

MINUTES

Executive Committee Meeting
of the
Monroe County Solid Waste Management District

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

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

Members Present:

In Person: Isabel Piedmont-Smith, Vice-Chairperson; Penny Githens, Secretary

Virtual: Geoff McKim, Chairperson

Members Absent: None

Staff Present:

In Person: Tom McGlasson Jr., Executive Director

Virtual: Kaya Strand, Waste Reduction Specialist

CAC Present: Joseph Wynia, Chairperson

Legal Counsel Present: None

McKim called the meeting order at 5:32 p.m.

Approval of Executive Committee Executive Session Minutes – May 2, 2023

McGlasson stated that Githens provided some revisions which have been incorporated into the version available for signature at this meeting.

Piedmont-Smith motioned to approve the minutes with revisions; Githens seconded. Roll call vote was two (2) ayes (Githens, McKim) and one (1) abstention (Piedmont-Smith); motion passed.

Approval of Executive Committee Executive Session Minutes – May 11, 2023

Piedmont-Smith motioned to approve the minutes as presented; Githens seconded. Roll call vote was unanimous, motion passed.

Review of Board of Directors Meeting Minutes – May 11, 2023

McGlasson stated the Piedmont-Smith has provided revisions to the minutes. Githens suggested additional revisions.

Consensus among committee members to forward the minutes as revised to the full Board.

Controller Position

McGlasson advised that with Holly DeWar's resignation, Cathy Martin has agreed to assume those duties until the Board makes a determination on a replacement. Ms. Martin has expressed interest in the position now that it is open if the Board were to offer it to her. He noted that she will potentially have conflicts with some Executive Committee meetings, but don't foresee any conflicts with Board meetings. He recommends that Martin be presented to the Board as a candidate for the position.

McGlasson continued that he and Martin have discussed the vacancy this would create in the Office Manager position, and he has reached out to Connie Hudson who is aggregable to return on a contractual basis for a month or two (2). This will help fill that void as well as provide a resource to Martin while she re-acclimates to the Controller position and re-familiarizes herself with the Harris accounting software. District legal counsel is currently reviewing an agreement that has been drafted for Hudson, and

McGlasson anticipates that this will be included in the Board packet for consideration by the Board. He recommends that we enter into this agreement with Hudson that will pay her \$25.00 per hour for her services.

McKim asked if the Office Manager position will be advertised to find a permanent replacement. McGlasson stated it would, but not immediately. He is confident that Hudson can adequately fill that void while also providing Martin with any needed assistance. But the position will need to be filled once Hudson has fulfilled the intended purpose.

Githens asked if Hudson would be kept on to train the new Office Manager. McGlasson stated that has not been discussed, but it a possibility that he would be open to if Hudson was agreeable.

Piedmont-Smith asked what the full time equivalents of the two (2) positions is. McGlasson stated the Controller is a thirty (30) hour per week position and the Office Manager is twenty-five (25) hours per week.

Piedmont-Smith asked if there is an additional administrative assistant position. McGlasson stated there is not, but that for phone calls, in addition to the front desk, the public line also rings on his phone as well as Elisa Pokral and Kayla Strand, to ensure adequate phone coverage.

McKim asked what the nature of the calls coming into the public line concern. McGlasson stated that most of them are questions about materials that can be recycled, operating hours, and where the bulky item bins are.

Piedmont-Smith asked how the \$25.00 per hour compares to the wage of the Office Manager. McGlasson stated the Office Manager makes a little over \$20.00 per hour. Githens stated this also included benefits. McGlasson confirmed, and stated that the District will not be paying any taxes as Hudson will be an independent contractor.

Piedmont-Smith questioned if this would qualify as an independent contractor because she will be doing the work under McGlasson's direction. In her experience, an independent contractor is given a project to complete and left to get it done, whereas an employee works under the supervision of another staff member. McGlasson stated he will confirm with legal counsel.

McKim stated that the County has brought former employees back as an independent contractor for a short period of time to help train new employee, and he believes this is fairly common.

Githens stated this situation also includes training Martin which is beyond the Office Manager's duties, and we should also try to have her train the new Office Manager.

Piedmont-Smith asked why we don't just hire her back as an hourly employee. McGlasson stated that Hudson's preference is to be an independent contractor, and from an administrative perspective this is a simpler process.

Piedmont-Smith stated she just wants to make sure we are doing this legally. McGlasson stated that legal counsel is aware of what we are trying to do and can address any concerns during his review.

McGlasson advised that unless the committee has any concerns, Hudson is prepared to start tomorrow.

Consensus among committee members to have Hudson start tomorrow and to bring both recommendations to the full Board.

Resolution 2023-07 To Amend Resolution 2022-14 To Establish the 2023 District Holiday Schedule

McGlasson stated this is necessary due to a scheduling change at the South Walnut Recycling Center that has the Recycling and Reuse Coordinator moving to a weekly Tuesday through Friday schedule. This increases the number of observed holidays this position will now receive, so the number of floating holidays needs to be reduced. Additionally, it was discovered that in the original resolution the HazMat

Tech I and HazMat Tech II positions were switched in the Floating Holiday lists, so that has also been corrected. The total number of paid holiday hours for each position stays the same.

Consensus among committee members to bring this to the full Board.

Request for Appointment to the CAC

McGlasson stated he first met Mr. Austin at the City's anaerobic digester public information meeting. He referred to the emailed letter of interest in the meeting packet and stated that he appears to align well with the District goals and objectives and recommends that he be appointed to the CAC.

Piedmont-Smith stated she met him at the Rumpke grand opening and that he seems very enthusiastic about waste reduction.

Consensus among committee members to forward Mr. Austin's appointment to the full Board for consideration.

Waste Reduction Specialist Report

Strand provided a report on her research into similar programs around the country, contacts she has made and information and materials other organizations are sharing to help her develop a business waste reduction program for Monroe County. She highlighted the Illinois Green Business Association, based in Urbana, which has been very helpful and invited the District to attend a business waste assessment in the near future. They have also connected her with a national organization called the Green Business Engagement National Network (GBENN), which is a nationwide association of entities with similar goals and programs to what we are developing.

McGlasson stated that GBENN seems like a valuable resource that the District will look to join in the near future.

Strand stated that we have been trying to determine a name for our program and whether it should be separate from, or overlap with, our Green Business Network. Discussion ensued concerning a naming strategy, how the program relates to the existing Green Business Network, and how a potential name would attract target entities.

Piedmont-Smith suggested that we hold off naming this program until the rebranding is complete to make sure the name fits into the overall brand of the District.

Piedmont-Smith asked Strand about program names of some of the other organizations she has been in contact with. Strand stated that many incorporate the location into the name and have "green business" in the title.

Githens stated she is glad to see progress on the development of this program.

Host Fee Agreements Update

McGlasson stated that due to scheduling issues, a meeting with Republic Services is not scheduled until June 2nd. He anticipates that after that meeting additional discussion with Rumpke will be necessary, so he doesn't see any way to have an agreement ready for the Board at the June meeting. The terms agreed to with Rumpke do call for the agreement to be retroactive to when the facility opens, and the facility actually started accepting material on Monday May 22nd. Rumpke has advised that they are collecting and escrowing the anticipated host fee.

Piedmont-Smith asked if Angela Parker will be in attendance at the meeting on June 2nd. McGlasson confirmed.

All Other Items Deemed Appropriate For Executive Committee Discussion

McGlasson advised that new bank signature cards are required from staff and the Board officers due to the recent staffing changes.

Piedmont-Smith asked about options for composting and how the District may want to proceed now that there is no longer an option for organic waste in Monroe County. She has met with the owners of EarthKeepers and they are willing to share their expertise in finding a way to keep organics composting as an available option. She feels strongly that the District should explore what other options might be available, and that a good starting point might be to revisit the Kessler study and perhaps investigate updating it.

McKim stated the CAC might want to weigh in on this, noting that several members have significant experience with composting. Wynia stated that can be put on the agenda for the next CAC meeting.

Piedmont-Smith stated she is most interested in what our options are and what public-private partnerships might be developed.

McGlasson stated that reaching out to Good Earth would be a logical first step since they are now the lone option available to the public in the County. After the Kessler report came out, they stated that they were not interested in accepting non-vegetative organics, and he doubts that has changed. But in order to move forward we need to confirm that, especially if the District is looking at a public-private partnership that could potentially be a competitor.

McKim stated that there needs to be an understanding of the impediments that affected EarthKeepers so we don't run into the same roadblocks.

Discussion ensued concerning the ability to get information and data from EarthKeepers to assess the potential volume of organics; the infrastructure needed to manage collection services; the types of generators to be serviced; how the CAC might assist with these efforts; the potential impact if the City moves forward with an anaerobic digester; and if a consultant should be hired.

Wynia stated that according to the EarthKeepers website, they collected four hundred and eleven (411) tons of material from two thousand and twenty-two (2,022) subscribers over the past thirty-four (34) months.

Piedmont-Smith advised that she will not be at the June Board meeting.

Meeting adjourned at 6:36 p.m.

Signed – Executive Committee Member
Meeting Minutes of May 30, 2023

Minutes

Monroe County Solid Waste Management District

Board of Directors

Thursday June 8, 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

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

Members Present:

In Person: Geoff McKim, Chairperson; Penny Githens, Secretary; Lee Jones, Director; Dan Swafford, Director

Virtually: None

Members Absent: Isabel Piedmont-Smith, Vice-Chairperson; Julie Thomas, Director; John Hamilton, Director

Staff Present:

In-Person: Thomas McGlasson Jr, Executive Director;

Virtually: Cathy Martin; Acting Controller; Lee Paulsen, Landfill/Compliance Director; Joey Long, Operations Director

Legal Counsel Present: Lee Baker - virtual

CAC Present:

In Person: Joseph Wynia, Chairperson

Virtually: None

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

Executive Committee Meeting Minutes – May 2, 2023

Provided for information.

Executive Committee Executive Session Minutes – May 11, 2023

Provided for information.

Board of Directors Meeting Minutes – May 11, 2023

Githens motioned to approve; Jones seconded. Verbal vote was three (3) ayes (McKim, Githens, Jones) and one (1) abstention (Swafford); motion passed

Controller Position

McGlasson stated that with Ms. DeWar's resignation as Controller, Office Manager Cathy Martin, who has previously served as the District's Controller, has agreed to assume those duties until the Board fills the position. Ms. Martin has also expressed interest in the position now that it is open. This was discussed with the Executive Committee with a recommendation from staff to offer Martin the position.

Githens motioned to offer Cathy Martin the position of Controller; Jones seconded. Verbal vote was unanimous; motion passed.

Controller's Report

a. Cash Flows

Martin provided updated cash flow balances as presented in the meeting packet.

Githens asked about the Debt Fund balance noting that it is not sufficient to cover the next payment due. McGlasson stated that is normal for this period, the June tax disbursement will provide the funds necessary for the August bond payment.

Payroll and Claims

Martin presented payroll and claims for approval in the amount of \$282,914.70, noting that no claims were processed this week.

Githens motioned to approval payroll and claims; Jones seconded. Roll call vote was unanimous, motion passed.

Service Agreement with Connie Hudson

McGlasson stated that with DeWar's resignation, and Martin agreeing to assume those duties, there was a void created in the Office Manager position. Without knowing what the Board might decide with regard to the Controller position, he reached out to former Office Manager Connie Hudson about returning to the District for a short period of time on a contractual basis. This will fill this void and also provide a resource to Martin to help her re-familiarize herself with the District's policies, procedures, and accounting software. Hudson was agreeable to this for a one (1) to two (2) month time period. The agreement included in the packet was drafted based on the terms agreed to with Hudson, and has been vetted by legal counsel and the Executive Committee.

McKim asked Baker if he had any comment regarding the agreement. Baker stated he does not.

Githens motioned to approve the service agreement with Connie Hudson with an effective date of May 31, 2023; Jones seconded. Verbal vote was unanimous; motion passed.

Resolution 2023-07 To Amend Resolution 2022-14 To Establish the 2023 District Holiday Schedule

McGlasson stated this does not make any changes to the 2023 observed holidays. The changes are to the floating holidays granted to the Recycling and Reuse Coordinator necessitated by a scheduling change. Additionally, an error was discovered where the floating holidays provided to the HazMat Tech I and HazMat Tech II positions were switched, and this is corrected in this resolution. None of the affected employees has used any floating holidays to date.

Githens motioned to approve Resolution 2023-07; Jones seconded. Verbal vote was unanimous; motion passed.

Host Fee Agreement Update

McGlasson stated that staff and legal counsel met with Republic Services on June 2nd to review the proposed Host Fee Agreement with Rumpke that was tabled by the Board at their last meeting. This did not allow adequate time to address the questions and concerns raised and have an agreement that all parties agree to for the Board to consider today. The meeting with Republic Services was productive, and we are now looking at drafting a new Host Fee Agreement that would be identical for both entities, and replace and supersede the existing agreement with Republic Services. All parties agree this would be a much cleaner way to move forward. He hopes to have agreements ready for the Board to consider at the July meeting.

McKim asked to confirm that both entities are escrowing the host fee at this point. McGlasson stated that both have indicated to him that they are collecting the anticipated host fee and escrowing those funds until an agreement is in place.

Githens asked about the clause concerning a legal dispute and another party potentially having to cover the District's legal costs. She noted that the District utilizes the Monroe County legal Department for legal services and asked how that would be managed in the event of a legal dispute. McGlasson stated that the District does have an agreement in place with the Monroe County Legal Department that does establish a retainer the District pays to the County for those services. He also noted that Angela Parker is representing the District in negotiations of the agreements and it is possible that due to her familiarity the District would seek her representation in the event of a dispute. He agreed it is a good question and something the District should resolve before executing an agreement.

Request for Appointment to the CAC

McGlasson referred to the information included in the packet, including the emailed letter of interest from Matt Austin expressing interest in joining the CAC and recommended that the Board make the appointment.

Githens motioned to appoint Matt Austin to the CAC; Jones seconded. Verbal vote was unanimous; motion passed.

CAC Report

Wynia stated the CAC is continuing to discuss District rebranding, and at the last meeting began looking at strategic planning for the remainder of 2023 and the preparing the CAC's 2024 budget request. He reported that long-time member Ryan Conway has resigned from the CAC.

Department Reports

McGlasson reviewed the legislative update included in the meeting packet and reported on the progress of District rebranding. He announced a composting workshop being hosted by Elisa Pokral at the District office on June 10th and that representatives of MC-IRIS would be there to discuss jumping worms. The District is partner with the Monroe County Stormwater Program on a joint booth at the Monroe County Fair.

Long stated recycling and reuse has been extremely busy with the number of college students moving at the end of the semester. The HHW department worked with HAND on their second neighborhood cleanup this year, the District accepted sixty-three (63) tires from this cleanup. The EarthKeepers compost collection bins have been removed from the recycling centers and returned to EarthKeepers.

Githens thanked Long for working with HAND on the neighborhood cleanups.

McGlasson stated that he and the City's Economic and Sustainable Development department have a meeting scheduled with EarthMama Compost out of Indianapolis to discuss potential options they might be able to provide for Monroe County.

Paulsen stated the semi-annual groundwater sampling lab data has been received and forward to AECOM to complete the required statistical analysis. Staff is currently working to eradicate vegetation from the leachate collection pond. It appears to be the same invasive plant that they attempted to eradicate a couple of years ago and he is concerned this may be an ongoing problem.

Githens stated it seems the number of compliance cases is down and asked if this was accurate. Paulsen stated that May numbers tend to drop because staff has to devote two (2) weeks to groundwater sample collection, and another contributing factor is height of vegetation along the roadside making difficult to see trash and litter. He anticipates the numbers increasing in coming months.

Githens asked about the Adopt-A-Road report included in the packet. Paulsen stated that a lot of volunteers have been out over the past month. The weather has been good and many student groups try to get out at the end of the school year before they leave for the summer.

Public Comment

None

Comments from Directors

Githens stated that at the public information session the City of Bloomington Utilities sponsored concerning the anaerobic digester study, they indicated that they would not be making any requests for funding from the District if they decide to pursue the project.

Githens asked about the status of the new vehicles money was appropriated for. McGlasson stated it is his understanding that one of the vehicles is on its way to the dealership and the other one is still a couple of months away from delivery. Paulsen confirmed, stating that the vehicle to replace the landfill truck is being delivered, and the other truck is six (6) to eight (8) weeks out.

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

Signed – Board Member

BOD Meeting Minutes of May 11, 2023

DATE: 7/13/2023
 TO: MCSWMD Board of Directors
 FROM: Cathy Martin, Controller
 SUBJECT: Cash Flow Summary



	Beginning Balance January 1, 2023	Revenue YTD as of June 30, 2023	Expense YTD as of June 30, 2023	Balance YTD as of June 30, 2023
Operating	3,014,098.25	1,635,967.48	1,476,919.21	3,173,146.52
Money Market Savings	1,007,203.78	11,217.80	0.00	1,018,421.58
Closure Bond Debt	160,988.60	164,967.18	153,185.00	172,770.78
Capital	45,492.67	99.80	0.00	45,592.47
Landfill/Post Closure	730,431.34	14,364.75	3,107.35	741,688.74

MONROE COUNTY SOLID WASTE
MANAGEMENT DISTRICT

Date: 7/13/23
 To: MCSWMD Board of Directors
 From: Cathy Martin, 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	YTD Actual Less Budget	Percent Remaining
Property Tax	0.00	0.00	0.00	0.00	0.00	1,186,592.07	0.00	0.00	0.00	0.00	0.00	0.00	1,186,592.07	2,094,339.00		-907,746.93	43.34%
Excise Tax						55,738.30							55,738.30	109,458.00		-53,719.70	49.08%
CVET						4,248.83							4,248.83	8,097.00		-3,848.17	47.53%
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	6,713.87	6,250.13	0.00	0.00	0.00	0.00	0.00	0.00	21,454.45	60,000.00		-38,545.55	64.24%
Sale of Oil	266.25	81.00	20.00	102.75	340.50	20.00							830.50				
Battery Recycling	279.30	0.00	369.12	0.00	279.20	335.24	0.00	0.00	0.00	0.00	0.00	0.00	1,262.86	1,300.00		-37.14	2.86%
Freon	340.00	360.00	380.00	220.00	660.00	762.00	0.00	0.00	0.00	0.00	0.00	0.00	2,722.00	6,000.00		-3,278.00	54.63%
Green Business	11,793.09	6,812.59	6,321.61	119.34	93.60	1,486.60	0.00	0.00	0.00	0.00	0.00	0.00	26,626.83	20,000.00		6,626.83	-33.13%
Toter's													0.00				
Orange Bags	25,388.75	21,990.00	15,747.89	16,606.93	20,564.10	22,467.50	0.00	0.00	0.00	0.00	0.00	0.00	122,765.17	300,000.00		-177,234.83	59.08%
CESQG	710.48	215.00	3,650.09	1,102.96	229.00	805.00	0.00	0.00	0.00	0.00	0.00	0.00	6,712.53	8,000.00		-1,287.47	16.09%
Paint	196.00	360.00	1,129.00	519.00	1,000.77	481.00	0.00	0.00	0.00	0.00	0.00	0.00	3,685.77	4,000.00		-314.23	7.86%
Rental	1,950.00	0.00	393.08	0.00	0.00	3,901.00	0.00	0.00	0.00	0.00	0.00	0.00	6,244.08	8,000.00		-1,755.92	21.95%
Refund/Misc/Donation	79.75	4.00	0.00	2.00	11.79	106.00	0.00	0.00	0.00	0.00	0.00	0.00	203.54	0.00			
Host Fee	20,232.30	46,081.44	20,982.64	25,138.77	24,365.83	0.00	0.00	0.00	0.00	0.00	0.00	0.00	136,800.98	300,000.00		-163,199.02	54.40%
E-Waste	1,740.00	1,608.00	1,932.00	1,400.00	2,480.00	2,202.00	0.00	0.00	0.00	0.00	0.00	0.00	11,362.00	30,000.00		-18,638.00	62.13%
Waste Tires	20.00	94.00	216.00	100.00	121.00	95.00							646.00	5,000.00		-4,354.00	87.08%
Interest	6,882.45	6,019.11	6,581.22	6,078.77	7,064.45	7,444.13							40,070.13				
Insurance	1,058.08	1,058.08	1,058.08	1,058.00	1,058.08	1,058.08							6,348.40				
TOTAL REVENUE	71,522.56	86,016.05	60,742.04	58,711.76	64,982.19	1,293,992.88	0.00	0.00	0.00	0.00	0.00	0.00	1,635,967.48	2,966,694.00		-1,330,726.52	44.86%

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	YTD Actual Less Budget	Percent Remaining
Personnel Services																	
Salaries and Wages	61,715.25	63,325.09	64,296.21	69,164.33	67,177.71	104,990.51	0.00	0.00	0.00	0.00	0.00	0.00	430,669.10	897,859.00		-467,189.90	52.03%
Employee Benefits	4,506.44	4,524.07	5,410.17	5,013.27	4,775.58	7,850.85	0.00	0.00	0.00	0.00	0.00	0.00	32,080.38	72,369.00		-40,288.62	55.67%
District Insurance	19,621.62	19,263.06	19,644.60	19,253.92	20,043.04	29,367.30	0.00	0.00	0.00	0.00	0.00	0.00	127,193.54	410,000.00		-282,806.46	68.98%
Longevity	1,300.00	1,060.00	400.00	1,600.00	690.00	690.00	0.00	0.00	0.00	0.00	0.00	0.00	5,740.00	15,465.00		-9,725.00	62.88%
Wellness Clinic-Activate	0.00	0.00	0.00	0.00	4,218.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,218.30	16,500.00		-12,281.70	74.43%
Retirement	6,471.82	6,760.34	5,524.43	7,311.25	7,062.78	11,044.83	0.00	0.00	0.00	0.00	0.00	0.00	44,175.45	94,188.00		-50,012.55	53.10%
Sub-total	93,615.13	94,932.56	95,275.41	102,342.77	103,967.41	153,943.49	0.00	0.00	0.00	0.00	0.00	0.00	644,076.77	1,506,381.00		-862,304.23	57.24%
Supplies																	
Office Supplies	96.53	271.92	1,405.37	94.33	49.95	786.18	0.00	0.00	0.00	0.00	0.00	0.00	2,704.28	6,000.00		-3,295.72	54.93%
Operating Supplies	4,691.51	2,145.56	1,526.16	1,552.62	6,246.44	2,403.92	0.00	0.00	0.00	0.00	0.00	0.00	18,566.21	54,900.00	2,409.90	-36,333.79	66.18%
Repair and Maintenance	0.00	747.33	0.00	0.00	413.55	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,160.88	22,800.00		-21,639.12	94.91%
Other Supplies	23,858.64	32.86	251.57	615.42	66,226.87	78.28	0.00	0.00	0.00	0.00	0.00	0.00	91,063.64	110,650.00	23,609.89	-19,586.36	17.70%
Sub-total	28,646.68	3,197.67	3,183.10	2,262.37	72,936.81	3,268.38	0.00	0.00	0.00	0.00	0.00	0.00	113,495.01	194,350.00		-80,854.99	41.60%
Other Services & Charges																	
Professional Services	36,230.75	10,685.60	2,135.59	5,612.80	52,167.90	2,688.00	0.00	0.00	0.00	0.00	0.00	0.00	109,520.64	198,500.00	46,000.00	-88,979.36	44.83%
Comm & Transportation	4,723.38	1,670.62	1,906.67	3,088.36	2,884.96	1,584.32	0.00	0.00	0.00	0.00	0.00	0.00	15,858.31	35,650.00		-19,791.69	55.52%
Printing and Advertising	649.69	1,791.78	276.40	85.70	0.00	1,937.42	0.00	0.00	0.00	0.00	0.00	0.00	4,740.99	23,500.00		-18,759.01	79.83%
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	63,523.00	-36,198.64	35.84%
Utility Services	6,370.44	5,313.69	3,012.11	3,580.80	3,342.06	2,262.57	0.00	0.00	0.00	0.00	0.00	0.00	23,881.67	49,500.00		-25,618.33	51.75%
Repair & Maintenance	14,138.58	2,544.54	2,448.13	6,238.20	7,792.04	7,980.74	0.00	0.00	0.00	0.00	0.00	0.00	41,142.23	95,250.00	4,485.00	-54,107.77	56.81%
Rentals	6,453.35	5,134.00	5,008.46	7,083.70	15,236.28	7,248.93	0.00	0.00	0.00	0.00	0.00	0.00	46,164.72	92,800.00	212.24	-46,635.28	50.25%
Other Services & Charges	88,198.67	53,366.63	56,933.58	67,821.36	46,547.46	47,639.33	0.00	0.00	0.00	0.00	0.00	0.00	360,507.03	658,200.00	48,401.14	-297,692.97	45.23%
Sub-total	221,501.86	80,506.86	71,785.30	93,510.92	127,970.70	71,341.31	0.00	0.00	0.00	0.00	0.00	0.00	666,616.95	1,254,400.00	188,641.17	-587,783.05	46.86%
Capital Outlay																	
Land													0.00				
Imprvmt O.T. Buildings													0.00				
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	10,000.00			
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	-22,604.95	30,248.26	-9,335.33	0.00	0.00	0.00	0.00	0.00	0.00	46,080.48				
Total Expenses	388,863.21	157,287.10	200,916.76	175,511.11	335,123.18	219,217.85	0.00	0.00	0.00	0.00	0.00	0.00	1,476,919.21	2,966,631.00	188,641.17	-1,489,711.79	50.22%

Ending Balance 3,173,146.52
 G/L Blance 3,173,146.52
 Difference 0.00



Date: 7/13/2023
 To: MCSWMD Board of Directors
 From: Cathy Martin, Controller
 Subject: Money Market Savings Cash Flow

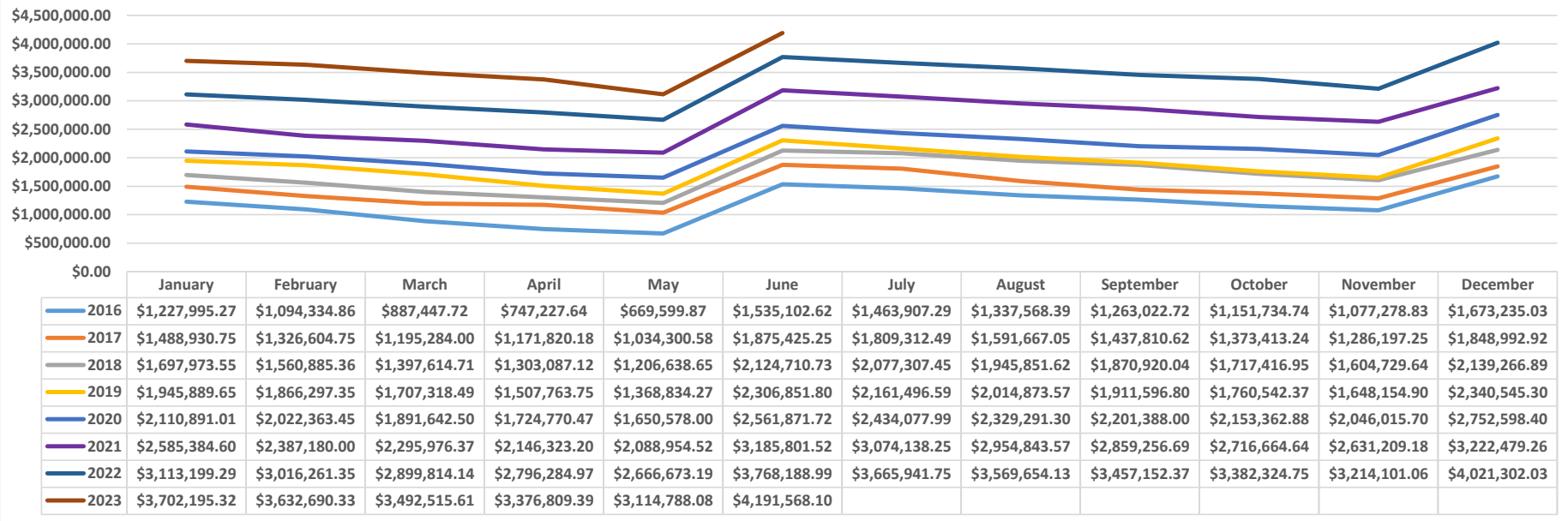
Begin Balance 1,007,203.78

	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	2,004.99							11,217.80
Total Revenue	-	-	-	-	-	-	-	-	-	-	-	-	11,217.80

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

End Balance 1,018,421.58

Operating Fund Monthly Balance





Date: 7/13/2023
 To: MCSWMD Board of Directors
 From: Cathy Martin, Controller
 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	23.94							69.56			
Debt Service Tax						156,974.79							156,974.79	289,450.00	-132,475.21	45.77%
Excise Tax						7,361.66							7,361.66	15,170.00	-7,808.34	51.47%
Cvet						561.17							561.17	750.00	-188.83	25.18%
Transfer IN													0.00		0.00	
Total Revenue	44.34	0.30	0.33	0.30	0.35	164,921.56	0.00	0.00	0.00	0.00	0.00	0.00	164,967.18	305,370.00	470,337.18	154.02%

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 172,770.78

MONROE COUNTY
SOLID WASTE
MANAGEMENT
DISTRICT

Date: 7/13/2023
 To: MCSWMD Board of Directors
 From: Cathy Martin, Controller
 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	16.86									
Transfer IN															
Total Revenue	15.95	15.34	17.40	15.72	18.53	16.86	0.00	0.00	0.00	0.00	0.00	0.00	99.80		
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 45,592.47

**MONROE COUNTY
SOLID WASTE
MANAGEMENT
DISTRICT**

Date: 7/13/2023
 To: MCSWMD Board of Directors
 From: Cathy Martin, Controller
 Subject: Landfill Postclosure Trust Fund Cash Flow

Begin Balance: 730,431.34

	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													0.00
Dividend	1,737.24	823.48	721.52	354.21	778.11	1,244.64							5,659.20
Gain on Investment	3,467.75	245.75	6,562.00	811.85		683.60							11,770.95
Transfer													
Total Revenue													17,430.15

EXPENSE													
Bank Fee's	304.35	306.34	305.38	308.29	308.65	608.49							2,141.50
Loss on Investment		3,065.40			856.00								3,921.40
Market Value Adjustment	109.85												109.85
Transfer													
Total Expenses													6,172.75

End Balance: 741,688.74

Monroe County Solid
Waste Management
District

Date: July 7, 2023
 To: MCSWMD Board of Directors
 From: Cathy Martin, Controller
 Subject: **Summary of Payroll and Claims**

(Pre-approved or approved by the Board Chair or designee since the last Board Meeting of 6/8/23)

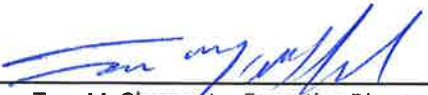
Pre-Approved Claims Week of 6/12/23

Accounts Payable Claims Pre-Approved Under Resolution 2022-02	30,513.07
Payroll	23,051.27
Payroll Claims	10,501.22
Longevity	0.00
Claims Approved by Board Chair or Designee on 6/15/23	<u>6,271.08</u>
TOTAL PRE-APPROVED CLAIMS	<u>70,336.64</u>

Pre-Approved Claims Week of 6/26/23

Accounts Payable Claims Pre-Approved Under Resolution 2022-02	60,744.63
Payroll	26,386.03
Payroll Claims	17,880.00
Longevity	418.62
Claims Approved by Board Chair or Designee on 6/15/23	<u>5,028.87</u>
TOTAL PRE-APPROVED CLAIMS	<u>110,458.15</u>

We have examined the claims summarized above and approved.



 Tom McGlasson Jr., Executive Director



 Cathy Martin, Controller

Cathy Martin

From: Geoff McKim <gmckim@co.monroe.in.us>
Sent: Thursday, June 15, 2023 9:58 AM
To: Cathy Martin; Isabel Piedmont-Smith; Penny Githens; Julie Thomas; hamiltoj@bloomington.in.gov; Lee Jones; Dan Swafford; Tom McGlasson
Subject: Re: MCSWMD Claims for Approval

These claims are approved at noon today, unless anyone has unaddressed concerns. Thanks!

From: Cathy Martin <cmartin@mcswmd.org>
Date: Wednesday, June 14, 2023 at 10:02 AM
To: Geoff McKim <gmckim@co.monroe.in.us>, Isabel Piedmont-Smith <piedmoni@bloomington.in.gov>, Penny Githens <pgithens@co.monroe.in.us>, Julie Thomas <jthomas@co.monroe.in.us>, hamiltoj@bloomington.in.gov <hamiltoj@bloomington.in.gov>, Lee Jones <ljoness@co.monroe.in.us>, Dan Swafford <danswafford@ellettsville.in.us>, Tom McGlasson <tmcglass@mcswmd.org>
Subject: MCSWMD Claims for Approval

Members of the Board,

Attached for your review and approval are accounts payable claims in the amount of \$6,271.08. Please let me know if you have any questions.

Thanks
Cathy

Catherine S. Martin, CPA
Controller
cmartin@mcswmd.org
(812) 349-2951

**MONROE COUNTY SOLID
WASTE MANAGEMENT
DISTRICT**

Date: June 14, 2023
To: MCSWMD Board of Directors
From: Cathy Martin, Controller
RE: Claims for Approval 6/14/2023

Accounts Payable Claims for Approval	\$6,271.08
Total Accounts Payable Claims for Approval 06/14/2023	<u>\$6,271.08</u>

We have examined the claims summarized above and approve; hereby submitting to the Board for review and approval.



Tom McGlasson, Jr., Executive Director



Cathy Martin, Controller

Claims Docket Report

Claim	Vendor	Name	Description	Net Amount	
Batch: 799	1	24	C & S, Inc.	Monthly fuel for departments	981.31
				Sales tax credit	-37.19
	2	133	Central Security & Communication Inc	Security monitoring: Admin & HHW 7/1 - 9/30/23	178.50
	3	503	Ken's Westside Service & Towing	RRC: 2012 Freightliner - fuel leak repair	3,978.13
	4	62	Kleindorfer Hardware & Variety Store	RRC: Pik stix	39.98
				RRC: hardware	10.18
	5	79	Napa Auto Parts	RRC: Diesel cond/cleaner	13.99
	6	279	Roto-Rooter Plumbers/Christman Enterpri	RRC: Drain cleaning	230.00
	7	216	Scott's Termite & Pest Control	Monthly service: Admin & RRC	90.00
	8	431	Staples Business Credit	Dept office supplies: color paper, post-it notes, letter opener, stapler, toner, theraml laminate pouches, dry eraser color set	786.18
				Grand Total:	6,271.08

Claims Docket Report

Batch: 798	Claim	Vendor	Name	Description	Net Amount
	1	243	Artistic Media Partners	Advertisement: Radio March 2023	525.00
	2	115	AT & T	Monthly: Bethel site phone	291.65
	3	115	AT & T	Monthly: Oard site phone	266.84
	4	116	AT & T---Courthouse	Monthly: HHW and Landfill alarm system	52.62
	5	429	Canon	Monthly: Copier/printer rental	432.41
	6	489	CenterPoint Energy	Monthly: RRC/HHW	22.35
	7	117	Cintas #2	Weekly rugs and towels (RRC & HHW)	56.37
				Weekly rugs and towels (RRC & HHW)	56.37
				Weekly rugs and towels (RRC & HHW)	56.37
				Weekly rugs and towels (RRC & HHW)	56.37
				Monthly: Lease for AED - Landfill	126.00
				Monthly: First Aid Supplies - Landfill	17.42
				Monthly: Lease for AED - RRD	126.00
				Monthly: Lease for AED - Bethel	126.00
				Monthly: First aid supplies - Bethel	11.42
				Monthly: Lease for AED - Oard	126.00
				Monthly: First aid supplies - Oard	41.02
				Monthly: Lease for AED - Dillman	126.00
				Monthly: First aid supplies - Dillman	46.70
				Monthly: Lease for AED - Ellettsville	126.00
				Monthly: Lease for AED - Admin	126.00
				Monthly: First aid supplies - HHW	36.37
	8	39	City of Bloomington Utilities	Monthly: Admin, RRC & HHW utilities	275.84
	9	135	Comcast Cable	Monthly: Internet and digital voice for all departments	256.85
	10	19	Duke Energy Indiana Inc	Monthly: Dillman site utilities	124.42
				Monthly: Oard site utilities	139.05
	11	153	Ellettsville Utilities	Monthly: Ellettsville site utilities	20.48
	12	239	Fleener's Landscape & Lawn Care, Inc.	Mowing at S. Walnut - May	600.00
	13	44	Heritage Enviromental Service	HHW: Disposal of propane cylinders, latex paint, pharmaceuticals, fuel, aerosol cans	16,464.00
	14	47	Hobbs Equipment Inc	Monthly: Compactor rental (S. Walnut and 4 sites)	4,435.00
	15	137	Hoosier Transfer Station	Compliance: Adopt-a-Road illegal dumping	4.42
	16	529	Connie J. Hudson	Consulting 05/31/23 - 06/09/23	1,075.00
	17	231	Indiana State Central Collection Unit	Remit #006812207; Case #53C07-1108-JP-000630;	132.00
	18	459	Invesco Investment Service	Bi-weekly payroll IRA for employees	29.00
	19	272	J R Davis Vending Inc	Water/cooler rental at Ellettsville site	46.00

Claims Docket Report

Claims Docket Report

Claim	Vendor	Name	Description	Net Amount
20	254	John Hancock	Employee loan	62.78
21	254	John Hancock	Employee loan	62.49
22	61	K & S Rolloff, Inc	Glass hauling at sites and S. Walnut	900.00
			Glass hauling at sites and S. Walnut	2,250.00
23	278	Lincoln National Life Insurance	Monthly: Employee disability (7/1/23 - 7/31/23)	661.49
24	92	Smithville Communications Inc	Monthly: Ellettsville site phone	46.69
			Monthly: Dillman site phone	45.44
25	112	Washington Township Water Corp	Monthly: Landfill water usage	30.84
Grand Total:				30,513.07

BatchNo: 6711 Comment: Payroll claims for 06/16/23
Status: Open Date Opened: 06/13/2023
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	6/13/2023	6 / 2023	CATHY		Federal withholdings	2,502.62	
1000	07-22.65000 FICA Social Security	6/13/2023	6 / 2023	CATHY		FICA SS	3,691.64	
1000	07-22.64000 FICA/Medicare Withholdings	6/13/2023	6 / 2023	CATHY		FICA Medicare withholdings	863.36	
1000	07-22.41340 John Hancock Retirement	6/13/2023	6 / 2023	CATHY		Retirement	3,443.60	
Batch Totals:							10,501.22	

Pay Period Ending Date: 6/10/2023
Effective Date: 6/15/2023

Total Number of All Transactions :	35
Total Number of Pre-Notification Transactions :	
Total Credit Amount :	23,051.27
Total Debit Amount :	23,051.27
Total Number of Debit Transactions :	1
Total Number of Credit Transactions :	34

Cathy Martin

From: Geoff McKim <gmckim@co.monroe.in.us>
Sent: Wednesday, June 28, 2023 9:44 AM
To: Cathy Martin; Isabel Piedmont-Smith; Penny Githens; Julie Thomas; hamiltoj@bloomington.in.gov; Lee Jones; Dan Swafford; Tom McGlasson
Subject: Re: MCSWMD Claims for Approval

Thank you! These claims are approved at close of business today, unless board members express any concerns. -geoff

From: Cathy Martin <cmartin@mcswmd.org>
Date: Wednesday, June 28, 2023 at 9:38 AM
To: Geoff McKim <gmckim@co.monroe.in.us>, Isabel Piedmont-Smith <piedmoni@bloomington.in.gov>, Penny Githens <pgithens@co.monroe.in.us>, Julie Thomas <jthomas@co.monroe.in.us>, hamiltoj@bloomington.in.gov <hamiltoj@bloomington.in.gov>, Lee Jones <ljoness@co.monroe.in.us>, Dan Swafford <danswafford@ellettsville.in.us>, Tom McGlasson <tmcglass@mcswmd.org>
Subject: MCSWMD Claims for Approval

Members of the Board,

Attached for your review and approval are accounts payable claims in the amount of \$5,028.87. Also included in that file is the Republic Services graph, updated with the payment for May, 2023. Please let me know if you have any questions.

Thanks
Cathy

Catherine S. Martin, CPA
Controller
cmartin@mcswmd.org
(812) 349-2951

**MONROE COUNTY SOLID
WASTE MANAGEMENT
DISTRICT**

Date: June 28, 2023
To: MCSWMD Board of Directors
From: Cathy Martin, Controller
RE: Claims for Approval

Accounts Payable Claims for Approval	\$5,028.87
Total Accounts Payable Claims for Approval 6/28/23	\$5,028.87

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, Controller

Claims Docket Report

Accounts Payable Claims Docket

CLAIM DOCKET

Claim	Name	Description	Net Amount
1	C & S, Inc.	Landfill: Generator fuel	526.06
2	Carmin Parker	Legal consultant--Rumpke agreement	522.50
3	Cyntox Limited Liability Co	HHW: Mixed disposal (syringes)	335.00
4	German American - VISA	Dept's Expense: Community Outreach : Vehicle repair Admin: Vehicle accident report, nitrile gloves Landfill: Wastewater permit, internet svr Recycling: safety boots --- Controller - certified mailing	644.09
5	J & S Locksmith Inc.	Sites: lever entry lock	204.95
6	Lowe's Business Accounts	Community Outreach --- plants for wicking garden	69.28
7	ProLift Industrial Equipment Co., Inc.	RRC: Bobcat-repair-panel, ignition switch, harness	2,726.99
Grand Total:			5,028.87

Republic Services Monthly Costs for Hauling, MSW Disposal, & Recycling



Claims Docket Report

Batch: 801	Claim	Vendor	Name	Description	Net Amount
	1	460	A & A Quick Pump	Port-a-potty Portable toilets for all sites for April 2023	240.00
				Port-a-potty Portable toilets for all sites for May 2023	240.00
	2	14	Breeden Cleaning Service	Monthly: Cleaning Admin & RRC (6/1 - 6/30)	610.00
	3	429	Canon	Monthly: Copier/printer rental March 2023	408.28
				Monthly: Copier/printer rental April 2023	379.00
	4	370	Comcast Business	Monthly: Telephone service for all departments	549.53
	5	19	Duke Energy Indiana Inc	Monthly: Utilities for RRC & HHW	834.84
				Monthly: Utility for Admin building	412.75
	6	474	Effectv	Monthly: TV Advertisement April 2023	550.38
				Monthly: Premium digital advertising April 2023	212.00
				Monthly: TV Advertisement May 2023	480.04
				Monthly: Premium digital advertising May 2023	170.00
	7	239	Fleener's Landscape & Lawn Care, Inc.	Mowing at S. Walnut - 06/12 and 06/26	300.00
	8	528	Globe Life	Life insurance for employees	60.24
	9	231	Indiana State Central Collection Unit	Remit #006812207 Case: 53C07-1108-JP-000630	132.00
	10	459	Invesco Investment Service	Bi-weekly payroll IRA for employees	29.00
	11	465	IU Health Plans	Monthly: Employee Health (7/1 - 7/31/23)	26,661.94
	12	254	John Hancock	Employee Loan	62.78
	13	254	John Hancock	Employee Loan	62.49
	14	272	J R Davis Vending Inc	Water/cooler rental at Oard site	55.00
				Water/cooler rental at Bethel site	36.00
	15	61	K & S Rolloff, Inc	Glass hauling at sites and S Walnut	900.00
	16	361	PPLSI	Monthly: ID Theft protection for employees	70.75
	17	145	Republic Services of Indiana	Monthly: (May 2023) Hauling and MSW Disposal	26,885.61
	18	93	South Central Indiana REMC	Landfill: Monthly electric	204.00
				Landfill: Monthly electric	81.00
				Landfill: Monthly electric	61.00
				Landfill: Monthly electric	56.00

Grand Total: 60,744.63

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	418.62	
Manual				0.00			0.00	0.00	
Void				0.00			0.00	0.00	

June 26, 2023
10:16AM

Pay Period Ending Date: 6/24/2023
Effective Date: 6/29/2023

Total Number of All Transactions :	34
Total Number of Pre-Notification Transactions :	
Total Credit Amount :	26,386.03
Total Debit Amount :	26,386.03
Total Number of Debit Transactions :	1
Total Number of Credit Transactions :	33

9:40 AM

Monroe County Solid Waste Management Dis

Page 1 of 1

Batch 6731 thru Batch 6731

BatchNo: 6731 Comment: State/County claims 06/30 PR
Status: Open Date Opened: 06/27/2023
Source: AP

Fund	Account No/Description	Post Date	Per/Year	Operator Ven/Emp#	Ref Number Po/Rct	Description	Debits	Credits
1000	07-22.62000 State Withholdings	6/27/2023	6 / 2023	CATHY		State withholding	3,351.20	
1000	07-22.63000 County Withholdings	6/27/2023	6 / 2023	CATHY		County withholding	1,424.41	
Batch Totals:							4,775.61	

BatchNo: 6730 Comment: 06/30 Payroll Claims
Status: Open Date Opened: 06/27/2023
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	6/27/2023	6 / 2023	CATHY		Federal tax withheld	3,163.42	
1000	07-22.65000 FICA Social Security	6/27/2023	6 / 2023	CATHY		FICA Social Security	4,312.82	
1000	07-22.64000 FICA/Medicare Withholdings	6/27/2023	6 / 2023	CATHY		FICA Medicare	1,008.66	
1000	07-22.41340 John Hancock Retirement	6/27/2023	6 / 2023	CATHY		Employee retirement	3,918.49	
Batch Totals:							12,403.39	

BatchNo: 6741 Comment: Unemployment Q2
Status: Open Date Opened: 06/29/2023
Source: AP

Fund	Account No/Description	Post Date	Per/Year	Operator Ven/Emp#	Ref Number Po/Rct	Description	Debits	Credits
1000	01-10.41320 Unemployment	6/29/2023	6 / 2023	CATHY			53.83	
1000	04-10.41320 Unemployment	6/29/2023	6 / 2023	CATHY			18.01	
1000	05-10.41320 Unemployment	6/29/2023	6 / 2023	CATHY			15.58	
1000	06-10.41320 Unemployment	6/29/2023	6 / 2023	CATHY			248.17	
1000	08-10.41320 Unemployment	6/29/2023	6 / 2023	CATHY			7.89	
1000	15-10.41320 Unemployment	6/29/2023	6 / 2023	CATHY			33.73	
Batch Totals:							377.21	

BatchNo: 6739 Comment: EFTPS payment
Status: Open Date Opened: 06/29/2023
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	6/29/2023	6 / 2023	CATHY		Federal tax withheld	123.99	
1000	07-22.65000 FICA Social Security	6/29/2023	6 / 2023	CATHY		FICA Social security	161.92	
1000	07-22.64000 FICA/Medicare Withholdings	6/29/2023	6 / 2023	CATHY		Medicare tax	37.88	
Batch Totals:							323.79	

Monroe County Indiana Solid Waste Management District



MEMORANDUM

TO: MCSWMD Executive Committee
DATE: July 10, 2023
FROM: Tom McGlasson Jr.
SUBJECT: Host Fee Agreements

Included are proposed host fee agreements with Rumpke Waste and Recycling and Republic Services of Indiana. The two (2) agreements are identical and both entities have agreed in principal to the terms. As of this writing, there is still some negotiation of the exact language for Section 6: Other Facilities, which I anticipate/hope will be resolved before the Board meeting. The agreements included in this packet contain the currently proposed language for Section 6, however, it is possible a slightly revised version will be presented at the meeting.

For Republic Services of Indiana, this agreement will replace and supersede the *Solid Waste Disposal Agreement* entered into in 2004. In addition to the host fee, this agreement contained terms concerning the now closed Monroe County Landfill and a potential loan agreement related to the costs associated with completing final closure work at the facility. These are no longer relevant issues that are appropriate to for inclusion in this agreement.

Resolution 2023 – 08

Monroe County Solid Waste Management District

Approval of Host Fee Agreement between Monroe County Solid Waste Management District
and Rumpke Waste and Recycling Services

WHEREAS, the Monroe County Solid Waste Management District (District) is a political subdivision and a solid waste management district under IC 13-21-3; and

WHEREAS, IC 13-21-3-12(a)(6) grants solid waste management districts the power to enter into a contract or agreement that is necessary or incidental to the management of solid waste; and

WHEREAS, Rumpke Waste and Recycling Services owns and operates the Monroe County Resource Recovery Facility, a permitted solid waste transfer station, located in Monroe County, Indiana; and

WHEREAS, the District has an existing Solid Waste Disposal Agreement with Republic Services of Indiana, that requires Republic Services of Indiana to pay to the District a per ton Host Fee on Monroe County generated waste processed through the Hoosier Disposal transfer station, owned and operated by Republic Services of Indiana; and

WHEREAS, said agreement contains clauses requiring the District to enter into the same Host Fee agreement with any other solid waste management or disposal facility that opens in Monroe County, Indiana during the term of the agreement; and

WHEREAS, Rumpke Waste and Recycling Services has opened the Monroe County Resource Recovery Facility, a permitted solid waste transfer facility, in Monroe County, Indiana; and

WHEREAS, Rumpke Waste and Recycling Services and the District have agreed to enter into a Host Fee agreement identical to the Host Fee agreement agreed upon by Republic Services of Indiana and the District.

NOW, THEREFORE, the Monroe County Solid Waste Management District Board of Directors hereby resolves and approves that the document entitled *Host Fee Agreement between The Monroe County Solid Waste Management District and Rumpke Waste and Recycling Services* be duly executed by the Board Chairperson or their designee

Resolution 2023 – 08

Monroe County Solid Waste Management District
Approval of Host Fee Agreement between Monroe County Solid Waste Management District
and Rumpke Waste and Recycling Services

So voted on this 13th day of July 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

Penny Githens, Secretary

Julie Thomas, Director

Julie Thomas, Director

John Hamilton, Director

John Hamilton, Director

Lee Jones, Director

Lee Jones, Director

Dan Swafford, Director

Dan Swafford, Director

Attest:

Tom McGlasson Jr., Executive Director

HOST FEE AGREEMENT
Between the Monroe County Solid Waste Management District
And Rumpke Waste and Recycling Services

THIS AGREEMENT is made and entered into by and between the Monroe County Solid Waste Management District (hereinafter “the District”), and Rumpke Waste & Recycling Services (hereinafter referred to as “Rumpke”), and both parties collectively referred to throughout as “the Parties.” The effective date of this Agreement shall be May 22, 2023, and shall be applied retroactively if necessary.

In consideration of the mutual and reciprocal covenants, which the Parties agree is sufficient, it is agreed, as follows:

1. Term: The Initial Term of this Agreement shall commence as of the Effective Date hereof and shall continue in full force and effect for a period of ten (10) years (the “Term”). Thereafter, this agreement may be extended by mutual written agreement of the Parties for four (4) additional renewal terms of five (5) years (“Renewal Term”) under the same, continuing terms and conditions except as modified, in writing and by agreement of the Parties.

2. Disposal of Monroe County Municipal Solid Waste: Rumpke will accept at its Monroe County Resource Recovery Facility located at 5220 South Production Drive, Bloomington, IN 47403 (hereinafter referred to as “Transfer Facility” or “Facility”), the types of waste, as defined by the Indiana Department of Environmental Management and in Title 329 of the Indiana Administrative Code, generated within Monroe County that can be legally accepted at its Transfer Facility, in conformance with its license and permits (hereinafter referred to as “Waste”). The Waste accepted at the Transfer Facility will be transported, at Rumpke’s expense, to the Medora Landfill located in Jackson County, Indiana or to such other lawfully operating facility as determined by Rumpke in its sole discretion. Rumpke warrants and guarantees it shall

have and maintain sufficient disposal capacity to accommodate Waste generated within Monroe County, Indiana as required under this Agreement for a period from the Effective Date of this Agreement until the expiration of the Term of this Agreement, and any subsequent Renewal Term mutually agreed and entered into by the Parties. Rumpke shall also accept at the facility certain designated recyclable materials, whether co-mingled, single-stream or segregated, which have been separated from Waste by the generator prior to collection (“Source-Separated Recyclables”). For the avoidance of doubt, Source-Separated Recyclables shall not be considered to be Waste.

3. Landfill Operations: During the term of this Agreement (including any renewals), the District shall not open, own, or operate any other landfill, transfer facility, incinerator, or similar facility for the management and/or disposal of municipal solid waste within Monroe County. *Provided, however,* pursuant to its statutory mission, the District is in no way restricted or prohibited from establishing programs with regard to recycling or other similar programs whose purpose is to reduce the amount of solid waste generated in Monroe County.

4. Fees and Rates:

- a. Rates for disposal by users of the Facility to be charged by Rumpke, will be determined by adding the Disposal Fee (to be determined by Rumpke in its discretion, subject to the terms of this Agreement) and the Host Fee, as defined below, to establish the Disposal Rate. Disposal Rates need not be the same for all users of the Facility, at Rumpke’s discretion. The Disposal Rate shall not exceed Fifty-Nine Dollars and Ninety-Four Cents (\$59.94) per ton of Waste generated within Monroe County, until such time as the Disposal Rate is increased as allowed below, which is the total of the Disposal Fee in an amount not to exceed Fifty-

Seven Dollars and Nineteen Cents (\$57.19) and the Host Fee in the amount of Two Dollars and Seventy-Five Cents (\$2.75).

- b. The Disposal Fee may be adjusted annually on January 1st of each year, in Rumpke's sole discretion, by an amount equal to the percentage difference in the Consumer Price Index ("CPI") compared to the CPI in effect on January 1st of the previous year. The CPI to be used to adjust the Disposal Fee under this Agreement will be CPI (Midwest) for all Urban Consumers (CPI-U) (1982-84=100Base) as published by the U.S. Department of Labor, Bureau of Labor Statistics. *Provided, however,* that the amount of any increase in the Disposal Rate based solely on the CPI under this subparagraph 4b shall not exceed twelve percent (12%) in any given three (3) year period during the Term of this Agreement, and any subsequent Renewal Term.
- c. Subject to the provisions of this paragraph, the Disposal Fee may be further adjusted in a percentage directly attributable to: (i) increase in Fees or Taxes (as defined in paragraph 14 below); (ii) additional operating, equipment, labor or disposal costs to the extent in excess of CPI and reasonably demonstrated by Rumpke to the District occurring after the Effective Date and that increase Rumpke's cost due to required compliance with the same. *Provided, however,* prior to imposing an increase under this subparagraph 4c, Rumpke shall provide written substantiation to the District regarding the increased costs directly attributable to Fees and Taxes or increased expenses attributable to changes, updates or required application of Environmental Laws. If the amount of any annual increase in the Disposal Fee, resulting solely under this Paragraph 4 exceeds ten percent (10%) in

a single year, the District may, at its election, provide written notice to Rumpke of its objection to such change in the Disposal Fee and the Parties shall negotiate in good faith in an effort to arrive at an agreement on an adjustment to the Disposal Fee under this subparagraph 4c. If the Parties are unable to agree on an adjusted Disposal Fee, then in such event, either party may terminate this Agreement by providing the other party with a minimum written notice of thirty (30) days.

- f. Rumpke and the District share concern for private small volume generators (defined as non-commercial enterprises or haulers who dispose of one-half (1/2) ton or less of Waste, per load, to the Transfer Facility). As such, Rumpke shall establish a minimum load charge not to exceed Forty Dollars (\$40.00) per load during the first year of this Agreement. Rumpke agrees to work in good faith to keep this “minimum” charge at Forty Dollars (\$40.00) beyond this first year of this Agreement but retains the right to increase said charge in accordance with the provision in subparagraphs 4b and 4c above.

- i. Furthermore, if Rumpke should allow for bagged household drop-off at its Transfer Facility, Rumpke shall establish a per bag fee not to exceed Six Dollars (\$6.00) during the first year of this Agreement. Rumpke agrees to work in good faith to keep the per bag fee at Six Dollars (\$6.00) beyond the first year of this Agreement but retains the right to increase said charge in accordance with the provision in subparagraphs 4b and 4c above.

5. Host Fee: As referenced in subparagraph 4a above, as of the Effective Date, Rumpke shall pay to the District a fee of Two Dollars and Seventy-Five cents (\$2.75) per ton of Monroe County generated Waste accepted at its Transfer Facility (the “Host Fee”). The District

shall not be restricted as to the use of the Host Fee. The Host Fee shall be paid on a quarterly basis, in arrears, and be due within thirty (30) days of the end of each quarter. The Host Fee will be calculated by the total tonnage received at the Transfer Facility identified as having Monroe County as the county of origin on the required Quarterly Tonnage Report (or any replacement report) submitted to the Indiana Department of Environmental Management (IDEM). Rumpke shall include a copy of the submitted Quarterly Tonnage Report (or any replacement report) with the Host Fee payment for that period. The District has the right of reasonable inquiry regarding examination of the records used to calculate payment of the Host Fee and Rumpke shall cooperate with reasonable requests for documentary evidence of the Host Fee Determination. Notwithstanding the above, however:

- a. The Host Fee is not applicable to loads of Waste the District hauls, or causes to be hauled to the Transfer Facility.
 - i. Rumpke will not charge a Disposal Fee for the first fifty (50) tons per year of Waste generated from the District's Adopt-A-Road, neighborhood clean-up and correctional institution programs, but may collect any applicable governmental fees or surcharges.
- b. The Host Fee is not applicable to Waste delivered to the Transfer Facility by the City of Bloomington.
- c. Rumpke and the District may mutually agree, on a case-by-case basis, that certain, specific non-profit organizations are exempt from the Host Fee on a project-by-project basis. (For example, Rumpke and the District may agree that construction/demolition debris from a Habitat for Humanity project may be exempt from the Host Fee).

d. The Host Fee may be adjusted, in the District's sole discretion, annually on each anniversary date of this Agreement, subject to the same terms, conditions and limitations of subparagraph 4b and 4c, above, as applicable to the District; *provided, however*, the Host Fee shall not increase on an annual basis by a percentage greater than the increase of the Disposal Fee in the same year.

6. Other Facilities: To the extent allowed by law, the District will seek to impose a host fee on all competing solid waste facilities operating within Monroe County, Indiana during the initial or any renewal term of this Agreement equal to the Host Fee payable hereunder. If another landfill, transfer facility, incinerator, or similar facility for the management and/or disposal of Waste begins operations in Monroe County, Indiana during the initial or any renewal term of this Agreement, then either Party may provide the other Party with written notice of this event, and the Parties shall negotiate in good faith in an effort to reach agreement on continuing their relationship under this Agreement in light of the presence of the competing Waste facility, including discussing adjusting or eliminating paragraph 5 Host Fee. If the Parties are unable to reach an agreement on an amendment to this agreement within thirty (30) days of such written notice, then either party may terminate this Agreement by providing the other Party with a minimum written notice of thirty (30) days.

7. Notice and Opportunity to Cure: Upon an event of default, the non-breaching party shall provide notice to the breaching party, describing the default with reasonable particularity, who shall have a period of thirty (30) days from the date of such notice to cure the default..

8. Costs of Collection and Attorney's Fees: Upon a breach of this Agreement, the non-breaching party shall be entitled to recover its reasonable expenses incurred in enforcing its

rights under this Agreement, which sum shall include without limitation, reasonable attorney and expert witness fees, in addition to other damages and relief arising from the breach.

9. Force Majeure: The performance of this Agreement, except for the payment of the paragraph 5 fees already due and owing, may be suspended by either Party in the event that performance by a Party is prevented by a cause or causes beyond the reasonable control of such Party. Such causes shall include, without limitation, acts of God, acts of war, riot, fire, explosion or flood; governmental laws, regulations, requirements, orders or actions; pandemic, and injunctions or restraining orders. The Party whose performance is affected by such an event shall promptly notify the other Party, in writing, of the nature of the event, the expected duration of delay, and the actions taken and to be taken to mitigate the consequences of such event.

10. Dissolution of District: If the District is legally dissolved or discontinued, this Agreement will automatically be assigned to the District's successor. If no successor is designated and no successor assumes the duties of the District, this Agreement shall terminate upon the date of such dissolution or discontinuation.

11. Amendment: This Agreement may be amended only by written instrument executed by the Parties in the same form and manner as the execution of this Agreement.

12. Choice of Law and Venue: This Agreement shall be interpreted and enforced in accordance with the laws of the State of Indiana including Indiana's choice of law provisions. If a dispute arises out of this Agreement, such dispute shall be heard by a court sitting in Monroe County, Indiana.

13. Notice: If a notice is required to be provided under this Agreement, it shall be provided in writing and sent via certified mail, return receipt requested, or via a recognized national overnight delivery service, or delivered by personal service, to the following:

The District:

Monroe County Solid Waste Management District
Attention: Director
3400 South Walnut Street
Bloomington, IN 47401

Rumpke:

Rumpke of Indiana, LLC
3990 Generation Drive,
Cincinnati, Ohio 45251

Attn: General Counsel

Each Party shall provide the other Party with any change in the address set forth above.

14. Additional Definitions: In addition to terms defined elsewhere in this Agreement, the following terms used herein shall also have the following meanings:

a. “Fees and Taxes” shall mean any federal, state, local or other taxes, assessments, fees, host charges, surcharges, or similar charges imposed by law, ordinance, rule, regulation, and/or agreement with a governmental authority, whether imposed retroactively or prospectively, upon the operation of the Transfer Facility or upon the operation of any other facility to which the Waste is sent.

b. “Environmental Laws” shall mean all applicable laws, directive, rules, ordinances, codes, guidelines, regulations, governmental, administrative, or judicial orders or decrees of other legal requirements of any kind, including, without limitation, common law, whether currently in existence or hereafter promulgated, enacted, adopted or amended, relating to safety, preservation or protection of human health or the environment (including ambient air, surface water, groundwater, land, or subsurface strata) and relating to the handling, treatment, transportation, or disposal of Waste or other substances or materials (whether hazardous or non-hazardous), including, without limitation, any matters related to a release and/or threatened release of any Waste or other substances or materials.

15. If Rumpke is (a) adjudged bankrupt, (b) makes a general assignment for the benefit of creditors, or (c) has a receiver appointed on account of its insolvency, the District may, without prejudice to any other right or remedy, provide Rumpke a thirty (30) day written notice pursuant to paragraph 7 above, and if Rumpke does not cure as provided in paragraph 7, the District may terminate this Agreement, at its election.

16. Rumpke warrants that it shall at all times comply with all applicable laws and regulations in the performance of its obligations hereunder, shall maintain its licensing, permits and other regulatory approvals. If it fails to do so after written notice given under paragraph 7, then the District may terminate the Agreement at its election.

17. Rumpke agrees to indemnify and hold harmless the District and their agents, employees, directors, attorneys, affiliates, successors and assigns from any and all losses, liabilities, damages, costs and expenses (including without limitation attorney's and expert fees) incurred by the District to the extent proximately resulting from the breach of this Agreement by, or negligent or otherwise tortious misconduct of, Rumpke, its employees agents or servants.

18. At all times during this Agreement, Rumpke shall provide and maintain insurance coverage in the types and amounts consistent with and required by law for its operations.

19. Miscellaneous: This Agreement sets forth the entire agreement and understanding of the Parties hereto with respect to the subject matter hereof and supersedes all representations or warranties, whether oral or written, by a representative of either Party hereto. This Agreement shall be binding upon and inure to the benefit of the Parties hereto and any respective subsidiaries, successors and assigns. The District may only assign its rights or obligations under this Agreement with the prior written consent of Rumpke, which consent shall not be unreasonably withheld. Rumpke may assign this Agreement to a corporate affiliate, successor or non-affiliated third Party

with the District’s consent, which consent shall not be unreasonably withheld. Rumpke may subcontract any obligations under this Agreement to another entity without the District’s consent so long as the assignee performs in compliance with all terms and conditions hereunder. Except as otherwise provided in this Agreement, no wavier shall be effective unless it is in writing and signed by the Party asserting to have granted the waiver. The provisions of this Agreement are independent and severable from each other and no provision may be affected or rendered invalid or unenforceable by virtue of the fact that any other provision may be invalid or unenforceable in whole or in part.

So agreed by the Parties.

Rumpke Waste & Recycling Services

Monroe County Solid Waste Management District

By: _____

By: _____

Its: _____

Its: _____

Date: _____

Date: _____

ATTESTED:

By: _____

Its: _____

Date: _____

Prepared by:
Angela F. Parker
Carmin Parker, PC
116 West 6th Street, Suite 200
Bloomington, IN 47404
Telephone: 812-332-6556

Resolution 2023 – 09

Monroe County Solid Waste Management District

Approval of Host Fee Agreement between Monroe County Solid Waste Management District
and Republic Services of Indiana

WHEREAS, the Monroe County Solid Waste Management District (District) is a political subdivision and a solid waste management district under IC 13-21-3; and

WHEREAS, IC 13-21-3-12(a)(6) grants solid waste management districts the power to enter into a contract or agreement that is necessary or incidental to the management of solid waste; and

WHEREAS, Republic Services of Indiana owns and operates the Hoosier Disposal transfer station, a permitted solid waste transfer station, located in Monroe County, Indiana; and

WHEREAS, the District and Republic Services of Indiana entered into a Solid Waste Disposal Agreement on October 7, 2004, for a term of twenty (20) years, that requires Republic Services of Indiana to pay to the District a per ton Host Fee on Monroe County generated waste processed through the Hoosier Disposal transfer station; and

WHEREAS, said agreement contains clauses requiring the District to enter into the same Host Fee agreement with any other solid waste management or disposal facility that opens in Monroe County, Indiana during the term of the agreement; and

WHEREAS, Rumpke Waste and Recycling Services has opened the Monroe County Resource Recovery Facility, a permitted solid waste transfer facility, in Monroe County, Indiana; and

WHEREAS, Republic Services of Indiana and the District have agreed to enter into a new Host Fee agreement, identical to the Host Fee agreement entered into by the District and Rumpke Waste and Recycling Services, which will replace and supersede the previously entered into Solid Waste Disposal Agreement.

NOW, THEREFORE, the Monroe County Solid Waste Management District Board of Directors hereby resolves and approves that the document entitled *Host Fee Agreement between The Monroe County Solid Waste Management District and Republic Services* be duly executed by the Board Chairperson or their designee

Resolution 2023 – 09

Approval of Host Fee Agreement between
Monroe County Solid Waste Management District and Republic Services of Indiana

Page 1 of 2

Resolution 2023 – 09

Monroe County Solid Waste Management District
Approval of Host Fee Agreement between Monroe County Solid Waste Management District
and Republic Services of Indiana

So voted on this 13th day of July 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

Penny Githens, Secretary

Julie Thomas, Director

Julie Thomas, Director

John Hamilton, Director

John Hamilton, Director

Lee Jones, Director

Lee Jones, Director

Dan Swafford, Director

Dan Swafford, Director

Attest:

Tom McGlasson Jr., Executive Director

Resolution 2023 – 09

HOST FEE AGREEMENT

THIS AGREEMENT is made and entered into by and between the Monroe County Solid Waste Management District (hereinafter “the District”), and Republic Services of Indiana (hereinafter referred to as “Republic”), and both parties collectively referred to throughout as “the Parties.” The effective date of this Agreement shall be May 22, 2023, and shall be applied retroactively if necessary.

In consideration of the mutual and reciprocal covenants, which the Parties agree is sufficient, it is agreed, as follows:

1. Term: The Initial Term of this Agreement shall commence as of the Effective Date hereof and shall continue in full force and effect for a period of ten (10) years (the “Term”). Thereafter, this agreement may be extended by mutual written agreement of the Parties for four (4) additional renewal terms of five (5) years (“Renewal Term”) under the same, continuing terms and conditions except as modified, in writing and by agreement of the Parties.

2. Disposal of Monroe County Municipal Solid Waste: Republic will accept at its Hoosier Disposal Transfer Facility located at 6660 South State Road 37, Bloomington, IN 47403 (hereinafter referred to as “Transfer Facility” or “Facility”), the types of waste, as defined by the Indiana Department of Environmental Management and in Title 329 of the Indiana Administrative Code, generated within Monroe County that can be legally accepted at its Transfer Facility, in conformance with its license and permits (hereinafter referred to as “Waste”). The Waste accepted at the Transfer Facility will be transported, at Republic’s expense, to the Sycamore Ridge Landfill located in Vigo County, Indiana or to such other lawfully operating facility as determined by Republic in its sole discretion. Republic warrants and guarantees it shall have and maintain sufficient disposal capacity to accommodate Waste generated within Monroe County, Indiana as

required under this Agreement for a period from the Effective Date of this Agreement until the expiration of the Term of this Agreement, and any subsequent Renewal Term mutually agreed and entered into by the Parties. Republic shall also accept at the facility certain designated recyclable materials, whether co-mingled, single-stream or segregated, which have been separated from Waste by the generator prior to collection (“Source-Separated Recyclables”). For the avoidance of doubt, Source-Separated Recyclables shall not be considered to be Waste.

3. Landfill Operation. During the term of this Agreement (including any renewals), the District shall not open, own, or operate any other landfill, transfer facility, incinerator, or similar facility for the management and/or disposal of municipal solid waste within Monroe County. *Provided, however,* pursuant to its statutory mission, the District is in no way restricted or prohibited from establishing programs with regard to recycling or other similar programs whose purpose is to reduce the amount of solid waste generated in Monroe County.

4. Fees and Rates:

- a. Rates for disposal by users of the Facility to be charged by Republic, will be determined by adding the Disposal Fee (to be determined by Republic in its discretion, subject to the terms of this Agreement) and the Host Fee, as defined below, to establish the Disposal Rate. Disposal Rates need not be the same for all users of the Facility, at Republic’s discretion. The Disposal Rate shall not exceed Fifty-Nine Dollars and Ninety-Four Cents (\$59.94) per ton of Waste generated within Monroe County, until such time as the Disposal Rate is increased as allowed below, which is the total of the Disposal Fee in an amount not to exceed Fifty-Seven Dollars and Nineteen Cents (\$57.19) and the Host Fee in the amount of Two Dollars and Seventy-Five Cents (\$2.75).

- b. The Disposal Fee may be adjusted annually on January 1st of each year, in Republic's sole discretion, by an amount equal to the percentage difference in the Consumer Price Index ("CPI") compared to the CPI in effect on January 1st of the previous year Republic. The CPI to be used to adjust the Disposal Fee under this Agreement will be CPI (Midwest) for all Urban Consumers (CPI-U) (1982-84=100Base) as published by the U.S. Department of Labor, Bureau of Labor Statistics. *Provided, however,* that the amount of any increase in the Disposal Rate based solely on the CPI under this subparagraph 4b shall not exceed twelve percent (12%) in any given three (3) year period during the Term of this Agreement, and any subsequent Renewal Term.
- c. Subject to the provisions of this paragraph, the Disposal Fee may be further adjusted in a percentage directly attributable to: (i) increase in Fees or Taxes (as defined in paragraph 14 below); (ii) additional operating, equipment, labor or disposal costs to the extent in excess of CPI and reasonably demonstrated by Republic to the District occurring after the Effective Date and that increase Republic's cost due to required compliance with the same. *Provided, however,* prior to imposing an increase under this subparagraph 4c, Republic shall provide written substantiation to the District regarding the increased costs directly attributable to Fees and Taxes or increased expenses attributable to changes, updates or required application of Environmental Laws. If the amount of any annual increase in the Disposal Fee, resulting solely under this Paragraph 4 exceeds ten percent (10%) in a single year, the District may, at its election, provide written notice to Republic of its objection to such change in the Disposal Fee and the Parties

shall negotiate in good faith in an effort to arrive at an agreement on an adjustment to the Disposal Fee under this subparagraph 4c. If the Parties are unable to agree on an adjusted Disposal Fee, then in such event, either party may terminate this Agreement by providing the other party with a minimum written notice of thirty (30) days.

- f. Republic and the District share concern for private small volume generators (defined as non-commercial enterprises or haulers who dispose of one-half (1/2) ton or less of Waste, per load, to the Transfer Facility). As such, Republic shall establish a minimum load charge not to exceed Forty Dollars (\$40.00) per load during the first year of this Agreement. Republic agrees to work in good faith to keep this “minimum” charge at Forty Dollars (\$40.00) beyond this first year of this Agreement but retains the right to increase said charge in accordance with the provision in subparagraphs 4b and 4c above.

- i. Furthermore, if Republic should allow for bagged household drop-off at its Transfer Facility, Republic shall establish a per bag fee not to exceed Six Dollars (\$6.00) during the first year of this Agreement. Republic agrees to work in good faith to keep the per bag fee at Six Dollars (\$6.00) beyond the first year of this Agreement but retains the right to increase said charge in accordance with the provision in subparagraphs 4b and 4c above. .

5. Host Fee: As referenced in subparagraph 4a above, as of the Effective Date, Republic shall pay to the District a fee of Two Dollars and Seventy-Five cents (\$2.75) per ton of Monroe County generated Waste accepted at its Transfer Facility (the “Host Fee”). The District shall not be restricted as to the use of the Host Fee. The Host Fee shall be paid on a quarterly basis,

in arrears, and be due within thirty (30) days of the end of each quarter. The Host Fee will be calculated by the total tonnage received at the Transfer Facility identified as having Monroe County as the county of origin on the required Quarterly Tonnage Report (or any replacement report) Republic submitted to the Indiana Department of Environmental Management (IDEM). Republic shall include a copy of the submitted Quarterly Tonnage Report (or any replacement report) with the Host Fee payment for that period. The District has the right of reasonable inquiry regarding examination of the records used to calculate payment of the Host Fee and Republic shall cooperate with reasonable requests for documentary evidence of the Host Fee Determination. Notwithstanding the above, however:

- a. The Host Fee is not applicable to loads of Waste the District hauls, or causes to be hauled to the Transfer Facility.
 - i. Republic will not charge a Disposal Fee for the first fifty (50) tons per year of Waste generated from the District's Adopt-A-Road, neighborhood clean-up and correctional institution programs, but may collect any applicable governmental fees or surcharges.
- b. The Host Fee is not applicable to Waste delivered to the Transfer Facility by the City of Bloomington.
- c. Republic and the District may mutually agree, on a case-by-case basis, that certain, specific non-profit organizations are exempt from the Host Fee on a project-by-project basis. (For example, Republic and the District may agree that construction/demolition debris from a Habitat for Humanity project may be exempt from the Host Fee).

- d. The Host Fee may be adjusted, in the District's sole discretion, annually on each anniversary date of this Agreement, subject to the same terms, conditions and limitations of subparagraph 4b and 4c, above, as applicable to the District; *provided, however*, the Host Fee shall not increase on an annual basis by a percentage greater than the increase of the Disposal Fee in the same year.

6. Other Facilities: To the extent allowed by law, the District will seek to impose a host fee on all competing solid waste facilities operating within Monroe County, Indiana during the initial or any renewal term of this Agreement equal to the Host Fee payable hereunder. If another landfill, transfer facility, incinerator, or similar facility for the management and/or disposal of Waste begins operations in Monroe County, Indiana during the initial or any renewal term of this Agreement, then either Party may provide the other Party with written notice of this event, and the Parties shall negotiate in good faith in an effort to reach agreement on continuing their relationship under this Agreement in light of the presence of the competing Waste facility, including discussing adjusting or eliminating paragraph 5 Host Fee. If the Parties are unable to reach an agreement on an amendment to this agreement within thirty (30) days of such written notice, then either party may terminate this Agreement by providing the other Party with a minimum written notice of thirty (30) days.

7. Notice and Opportunity to Cure: Upon an event of default, the non-breaching party shall provide notice to the breaching party, describing the default with reasonable particularity, who shall have a period of thirty (30) days from the date of such notice to cure the default.

8. Costs of Collection and Attorney's Fees: Upon a breach of this Agreement, the non-breaching party shall be entitled to recover its reasonable expenses incurred in enforcing its

rights under this Agreement, which sum shall include without limitation, reasonable attorney and expert witness fees, in addition to other damages and relief arising from the breach.

9. Force Majeure: The performance of this Agreement, except for the payment of the paragraph 5 fees already due and owing, may be suspended by either Party in the event that performance by a Party is prevented by a cause or causes beyond the reasonable control of such Party. Such causes shall include, without limitation, acts of God, acts of war, riot, fire, explosion or flood; governmental laws, regulations, requirements, orders or actions; pandemic, and injunctions or restraining orders. The Party whose performance is affected by such an event shall promptly notify the other Party, in writing, of the nature of the event, the expected duration of delay, and the actions taken and to be taken to mitigate the consequences of such event.

10. Dissolution of District: If the District is legally dissolved or discontinued, this Agreement will automatically be assigned to the District's successor. If no successor is designated and no successor assumes the duties of the District, this Agreement shall terminate upon the date of such dissolution or discontinuation.

11. Amendment: This Agreement may be amended only by written instrument executed by the Parties in the same form and manner as the execution of this Agreement.

12. Choice of Law and Venue: This Agreement shall be interpreted and enforced in accordance with the laws of the State of Indiana including Indiana's choice of law provisions. If a dispute arises out of this Agreement, such dispute shall be heard by a court sitting in Monroe County, Indiana.

13. Notice: If a notice is required to be provided under this Agreement, it shall be provided in writing and sent via certified mail, return receipt requested, or via a recognized national overnight delivery service, or delivered by personal service, to the following:

The District:

Monroe County Solid Waste Management District
Attention: Director
3400 South Walnut Street
Bloomington, IN 47401

Republic:

Republic Services of Indiana
ATTN: Regional Vice President
832 Langsdale Avenue
Indianapolis, IN 46204

Each Party shall provide the other Party with any change in the address set forth above.

14. Additional Definitions: In addition to terms defined elsewhere in this Agreement, the following terms used herein shall also have the following meanings:

a. “Fees and Taxes” shall mean any federal, state, local or other taxes, assessments, fees, host charges, surcharges, or similar charges imposed by law, ordinance, rule, regulation, and/or agreement with a governmental authority, whether imposed retroactively or prospectively, upon the operation of the Transfer Facility or upon the operation of any other facility to which the Waste is sent.

b. “Environmental Laws” shall mean all applicable laws, directive, rules, ordinances, codes, guidelines, regulations, governmental, administrative, or judicial orders or decrees of other legal requirements of any kind, including, without limitation, common law, whether currently in existence or hereafter promulgated, enacted, adopted or amended, relating to safety, preservation or protection of human health or the environment (including ambient air, surface water, groundwater, land, or subsurface strata) and relating to the handling, treatment, transportation, or disposal of Waste or other substances or materials (whether hazardous or non-hazardous), including, without limitation, any matters related to a release and/or threatened release of any Waste or other substances or materials.

15. If Republic is (a) adjudged bankrupt, (b) makes a general assignment for the benefit of creditors, or (c) has a receiver appointed on account of its insolvency, the District may, without prejudice to any other right or remedy, provide Republic a thirty (30) day written notice pursuant to paragraph 7 above, and if Republic does not cure as provided in paragraph 7, the District may terminate this Agreement, at its election.

16. Republic warrants that it shall at all times comply with all applicable laws and regulations in the performance of its obligations hereunder, shall maintain its licensing, permits and other regulatory approvals. If it fails to do so after written notice given under paragraph 7, then the District may terminate the Agreement at its election.

17. Republic agrees to indemnify and hold harmless the District and their agents, employees, directors, attorneys, affiliates, successors and assigns from any and all losses, liabilities, damages, costs and expenses (including without limitation attorney's and expert fees) incurred by the District to the extent proximately resulting from the breach of this Agreement by, or negligent or otherwise tortious misconduct of, Republic, its employees agents or servants.

18. At all times during this Agreement, Republic shall provide and maintain insurance coverage in the types and amounts consistent with and required by law for its operations.

19. Miscellaneous: This Agreement sets forth the entire agreement and understanding of the Parties hereto with respect to the subject matter hereof and supersedes all representations or warranties, whether oral or written, by a representative of either Party hereto. This Agreement shall be binding upon and inure to the benefit of the Parties hereto and any respective subsidiaries, successors and assigns. The District may only assign its rights or obligations under this Agreement with the prior written consent of Republic, which consent shall not be unreasonably withheld. Republic may assign this Agreement to a corporate affiliate, successor or non-affiliated third Party

with the District’s consent, which consent shall not be unreasonably withheld. Republic may subcontract any obligations under this Agreement to another entity without the District’s consent so long as the assignee performs in compliance with all terms and conditions hereunder. Except as otherwise provided in this Agreement, no wavier shall be effective unless it is in writing and signed by the Party asserting to have granted the waiver. The provisions of this Agreement are independent and severable from each other and no provision may be affected or rendered invalid or unenforceable by virtue of the fact that any other provision may be invalid or unenforceable in whole or in part.

So agreed by the Parties.

Republic Services of Indiana

Monroe County Solid Waste Management District

By: _____

By: _____

Its: _____

Its: _____

Date: _____

Date: _____

ATTESTED:

By: _____

Its: _____

Date: _____

Prepared by:
Angela F. Parker
Carmin Parker, PC
116 West 6th Street, Suite 200
Bloomington, IN 47404
Telephone: 812-332-6556



MEMORANDUM

TO: MCSWMD Board of Directors

DATE: July 7, 2023

FROM: Tom McGlasson Jr.

SUBJECT: Resolution 2023-10 A Resolution to Amend Resolution 2023-01 A Resolution to Amend Resolution 2022-13 Ordinance for Fixing Salaries for Calendar Year 2023

Green Business Network Coordinator Joe McNeal submitted his resignation on 6/28/23, his last day of employment with the District will be 7/11/23. Prior to that, Truck Driver James Moore submitted his resignation, his last day of employment with the District was 6/24/23.

These 2 resignations provided staff an opportunity to re-evaluate the staffing structure and organization of the South Walnut Recycling Center. It was determined that a more efficient and cost effective path forward would be to not replace the GBN Coordinator position, reassign most of those duties to other staff members, and hire 2 truck drivers. The District currently has 2 truck driver positions budgeted, we have only had one filled due to a lack of need with the GBN Coordinator being able to drive a number of the truck routes. The resolution eliminates having 2 different Truck Driver positions, and instead has 2 positions with identical job descriptions.

As you can see in the attached revised job descriptions, The GBN program will now be handled by the Waste Reduction Specialist position. Staff feels this is a logical move as this program blends well with the existing duties and expectations of this position. Staff is also confident that the added duties and responsibilities will not be overly burdensome or negatively impact the ability to perform the existing duties and responsibilities of the position.

Additionally, the GBN Coordinator also had responsibilities related to maintenance and management of the recycling centers, and taking Orange Bag orders for partnering retailers. These duties will be assigned to the Landfill Compliance and Support Staff position, which is being retitled to "Compliance Inspector and Facilities Coordinator". With the Truck Drivers being tasked with collecting materials from the Rural Recycling Centers, this will free up an HHW employee who is currently tasked with this responsibility, reducing the need for this position to assist in the HHW facility.

As indicated in Resolution 2023-10, both Truck Drivers are proposed to receive \$17.09 per hour, which is the current rate for the Truck Driver 1 position. And the Waste Reduction Specialist and Compliance Inspector & Facilities Coordinator are both proposed to receive an increase of \$1.50 per hour for the additional duties and responsibilities.

Resolution 2023 – 10

A Resolution to Amend Resolution 2023-01 A Resolution to Amend Resolution 2022-13 Ordinance for Fixing Salaries for Calendar year 2023

WHEREAS, the Monroe County Solid Waste Management District (District) is a political subdivision and a solid waste management district under IC 13-21-3; and

WHEREAS, the District is required to follow regular budgeting procedures per IC 13-21-3-12; and

WHEREAS, the District Board of Directors approved a budget for fiscal year 2023 which was subsequently adopted by the Monroe County Council on October 18, 2022; and

WHEREAS, the District Board of Directors established maximum fixed wages for all District staff positions based on the adopted 2023 budget with Resolution 2022-13 Ordinance for Fixing Salaries for Calendar Year 2023 adopted on November 16, 2022; and

WHEREAS, the District Board of Directors passed Resolution 2023-01 on January 12, 2023 which amended Resolution 2022-13; and

WHEREAS, staffing changes have resulted in a vacancy in the Green Business Network Coordinator position the District does not wish to fill; and

WHEREAS, the Waste Reduction Specialist and Compliance, HHW, and Landfill Support Staff positions assuming additional duties and responsibilities; and

WHEREAS, the Truck Driver I and Truck Driver II positions will now have identical duties and responsibilities; and

WHEREAS, The District Board wishes to appropriately compensate staff for all assumed duties and responsibilities.

NOW, THEREFORE, the District Board of Directors hereby resolves and adopts that:

1. Resolution 2023-01 Ordinance for Fixing Salaries for Calendar Year 2023 be amended as follows:
 - a. Increase the maximum hourly wage for the Waste Reduction Specialist by \$1.50 per hour from \$19.50 to \$21.00, effective July 10, 2023; and
 - b. Retitle the Compliance, HHW, & Landfill Support Staff position to Compliance Inspector and Facilities Coordinator and increase the maximum hourly wage by \$1.50 per hour from \$16.50 to \$18.00 effective July 10, 2023; and
 - c. Eliminate the Truck Driver I and Truck Driver II positions and establish two (2) identical Truck Driver Positions at a wage of \$19.07 per hour effective July 10, 2023
2. The amended maximum fixed wages for all District staffing positions for period of July 10, 2023 through December 31, 2023 as follows:

Resolution 2023 – 10

A Resolution to Amend Resolution 2023-01 A Resolution to Amend Resolution 2022-13
Ordinance for Fixing Salaries for Calendar year 2023

<u>Department / Position</u>	<u>2023 Maximum Fixed</u>
<u>Administration (01)</u>	
Executive Director	\$72,068.97
Community Outreach Coordinator	\$47,538.95
Waste Reduction Specialist	\$21.00/hour
Office Manager - Hourly	\$20.19/hour
<u>Recycling Center (04)</u>	
Operations Director	\$58,655.75
Recycling & Reuse Coordinator – Hourly	\$19.89/hour
Truck Driver (2) – Hourly	\$19.07/hour
Material Handler I – Hourly	\$16.71/hour
Material Handler II – Hourly	\$16.60/hour
<u>Hazardous Material Facility (05)</u>	
HazMat Tech I – Hourly	\$16.71/hour
HazMat Tech II – Hourly	\$16.60/hour
<u>Recycling Stations (06)</u>	
Site operators (8) – Hourly	\$16.44/hour
Site Operators Backup (5) – Hourly	\$16.28/hour
<u>Environmental Compliance & Safety (08)</u>	
Landfill, Environmental Compliance Director	\$54,000.00
Environmental Compliance Investigator	\$47,000.00
Compliance Inspector and Facilities Coordinator	\$18.00/hour
<u>Accounting (15)</u>	
Financial Controller - Hourly	\$27.23/hour

Resolution 2023 – 10

A Resolution to Amend Resolution 2023-01 A Resolution to Amend Resolution 2022-13 Ordinance for Fixing Salaries for Calendar year 2023

So voted on this 13th day of July, 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

Penny Githens, Secretary

Julie Thomas, Director

Julie Thomas, Director

John Hamilton, Director

John Hamilton, Director

Lee Jones, Director

Lee Jones, Director

Dan Swafford, Director

Dan Swafford, Director

Attest:

Tom McGlasson Jr., Executive Director

Monroe County Solid Waste Management District

Job Description

Job Title: Truck Driver

Department: Recycling & Reuse (04)

Work Location: South Walnut Recycling Center

Reports To: Operations Director

Full-Time
 Part-Time

Exempt
 Non-Exempt

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.

PURPOSE OF THE POSITION

The Truck Driver picks up recyclables from GBN members and household hazardous waste and, other materials from the Rural Recycling Centers and delivers to the South Walnut Recycling Center. Responsible for delivery of Orange Bags to partnering retailers. Assists in daily operations of the South Walnut Recycling Center as needed. As a Driver may be exposed to potentially dangerous materials, he/she must ensure that all activities are completed in a safe and efficient manner to eliminate the possibility of contamination, irritation, and infection of themselves and others.

RESPONSIBILITIES

1. General Tasks

- Pick up, haul and deliver recyclables to the Recycling Center
- Load, unload, and inspect all materials
- Perform daily maintenance and safety checks
- Maintain accurate vehicle logs, reports, and other forms
- Clean trucks as required and/or needed
- Inform supervisor of any needed maintenance or repairs

2. Technical Tasks

- Operates and monitors trucks
- Operates Powered Industrial Trucks (PITs) including forklift, skid steer loader, and electric pallet jack as needed
- Arrange for changing of compactor boxes when full
- Acts as Equipment Operator or Material Handler as needed

3. Other Responsibilities

- Provides efficient, timely, and friendly service to all customers
- Contacts businesses by phone, when necessary, to schedule or reschedule service
- Communicate with Controller regarding invoices, deliveries, and funds
- Observe and enforces previously established safety guidelines at all times
- General maintenance of buildings and grounds as necessary
- Maintain compliance with all company policies and procedures
- Perform other District duties as assigned and directed

4. Supervisory Responsibilities

- Oversees restitution workers, and volunteers as necessary

EDUCATION, KNOWLEDGE, SKILLS AND/OR WORK EXPERIENCE REQUIREMENTS

- The Truck Driver will possess substantial technical expertise to operate truck and on-site equipment.
- Valid Indiana Driver's License with For-Hire endorsement
- Ability to acquire Powered Industrial Truck (PIT) certification
- Knowledge of emergency preparedness and response
- Ability to communicate and interact effectively with the public
- Time management skills
- Cash handling skills

PHYSICAL REQUIREMENTS

- Sitting for long periods of time, bending and lifting.
- Occasional lifting heavy object up to seventy five (75) pounds
- Sitting in a truck for up to ten (10) hours per day
- Work outside in adverse weather conditions
- Knowledge of emergency preparedness and response
- Ability to communicate and interact effectively with the public

OTHER REQUIREMENTS

- Ability to safely and successfully perform the essential job functions consistent with the ADA, FMLA and other federal, state and local standards, including meeting qualitative and/or quantitative productivity standards
- Ability to maintain regular, punctual attendance consistent with the ADA, FMLA, and other federal, state and local standards
- Must be able to talk, listen and speak clearly on telephone and in person
- Operate all equipment in a safe and appropriate manner
- Provides information to Green Businesses to insure quality of materials picked up
- Interact with Compliance and Safety Departments and take direction as instructed
- Other requirements as needed

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 Solid Waste Management District

Job Description

~~January 2015~~
~~June 2016~~

Job Title: Truck Driver~~+~~

Department: Recycling & Reuse (04)

Work Location: South Walnut Recycling Center

Reports To: ~~Assistant~~ Operations Director

Full-Time
 Part-Time

Exempt
 Non-Exempt

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.

PURPOSE OF THE POSITION

The Truck Driver picks up ~~and delivers~~ recyclables from GBN members, and household hazardous waste and other materials from the Rural Recycling Centers and delivers to the South Walnut Recycling Center. Responsible ~~for inventory~~ and delivery of Orange Bags to partnering retailers. Assists in daily operations of the South Walnut Recycling Center as needed. As a Driver may be exposed to potentially dangerous materials, he/she must ensure that all activities are completed in a safe and efficient waymanner to eliminate the possibility of contamination, irritation, and infection of

RESPONSIBILITIES

1. General Tasks

- Pick up, haul and deliver recyclables to the Recycling Center
- Load, unload, and inspect all materials
- Perform daily maintenance and safety checks
- Maintain accurate vehicle logs, reports, and other forms
- Clean trucks as required and/or needed
- ~~Advise~~Inform supervisor of any ~~needed requirements for~~ maintenance or repairs

2. Technical Tasks

- Operates and monitors trucks
- Operates Powered Industrial Trucks (PITs) including forklift, skid steer loader, and electric pallet jack as needed
- Arranges ~~for~~ changing of compactor boxes when full
- Acts as Equipment Operator or Material Handler as needed

3. Other Responsibilities

- Provides efficient, timely, and friendly service to all customers
- Contacts businesses by phone, when necessary, to schedule or reschedule service
- Communicate with Controller regarding invoices, deliveries, and funds
- Observe and enforces previously established safety guidelines at all times
- General maintenance of buildings and grounds as necessary
- Maintain compliance with all company policies and procedures
- Perform other District duties as assigned and directed

4. Supervisory Responsibilities

- Oversees ~~county road crews~~, restitution workers, and volunteers as necessary

EDUCATION, KNOWLEDGE, SKILLS AND/OR WORK EXPERIENCE REQUIREMENTS

- The Truck Driver will possess substantial technical expertise to operate truck and on-site equipment.
- Valid Indiana Driver's License with For-Hire Endorsement
- ~~Ability to acquire a Class B CDL with Air Break endorse~~
- Ability to Acquire Powered Industrial Truck (PIT) certification
- Knowledge of emergency preparedness and response
- Ability to communicate and interact effectively with the public
- Time management skills
- Cash handling skills

PHYSICAL REQUIREMENTS

- Sitting for long periods of time, bending and lifting.
- Occasional lifting heavy object up to seventy five (75) pounds
- Sitting in a truck for up to ten (10) hours per day
- Work outside in adverse weather conditions
- Knowledge of emergency preparedness and response
- Ability to communicate and interact effectively with the public

OTHER REQUIREMENTS

- Ability to safely and successfully perform the essential job functions consistent with the ADA, FMLA and other federal, state and local standards, including meeting qualitative and/or quantitative productivity standards
- Ability to maintain regular, punctual attendance consistent with the ADA, FMLA, and other federal, state and local standards
- Must be able to talk, listen and speak clearly on telephone and in person
- Operate all equipment in a safe and appropriate manner
- Provides information to Green Businesses to insure quality of materials picked up
- Interact with Compliance and Safety Departments and take direction as instructed
- Other requirements as needed

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 Solid Waste Management District

Job Description

Job Title: Waste Reduction Specialist

Department: Administration (01)

Work Location: Administration

Reports To: Executive Director

Full-Time
 Part-Time

Exempt
 Non-Exempt

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.

PURPOSE OF THE POSITION

The Waste Reduction Specialist researches, develops and implements waste reduction incentives and strategies with a focus on the *Solid Waste Problems* and *Goals and Objectives* identified in the District’s Five Year Plan. Incentives and Strategies should be adaptable to a variety of business models and waste-generating processes. The position will provide outreach to local businesses, government entities, schools, and other waste-generating organizations, with the goal of developing and implementing strategies to assist these entities in reducing the amount of waste generated, and reducing the amount of generated waste going to final disposal. Promotes source reduction, waste diversion, reuse activities, and recycling through marketing, direct presentation, coordination of the Green Business Network (GBN) program, and the development and delivery of special programs. Represents the District at public events and meetings, and on various boards, commissions and task forces. Collaborates with local governments within Monroe County, school systems, and universities, as well as the private sector.

RESPONSIBILITIES

1. General Tasks

- Develop waste reduction incentives and strategies, with a focus on *Solid Waste Problems* and *Goals and Objectives* identified in the District’s Five Year Plan.
- Conduct research and consultation to identify waste generators of different types and identify which incentives and strategies are appropriate to each.
- Provide outreach and education to waste generators, including waste assessments, and collaborate to develop and implement strategies for these entities to reduce the amount of material going to disposal.
- Promote the Green Business Network program as a waste reduction strategy of local businesses, non-ptofits, apartment complexes, and other large waste generators.
- Act as primary contact for GBN members, create pick-up schedules for Truck Drivers, maintain GBN database, and manage annual renewal agreements with GBN members.
- Facilitate meetings with government entities, waste generators, waste industry representatives, and other related industries and foster partnerships.
- Partner with local government entities and the private sector to implement and expand waste reduction and waste diversion programs and initiatives.
- Educate waste generators and other stakeholders on opportunities to enhance or create waste reduction programs via meetings, workshops, conferences, or other events.
- Identify state and federal grants appropriate for the District and assist with writing grant applications.
- Creating documentation and promotion materials.

RESPONSIBILITIES (cont.)

- Assume responsibility as directed for administering and closing grants awarded to the District.
- Prepare and provide reports to the Executive Director, Board of Directors, and other local and state agencies as deemed necessary and appropriate.

2. Technical Tasks

- Provide group presentations in both public and private settings.
- Use Microsoft PowerPoint and/or other presentation programs, with projectors and other audio and visual equipment needed to perform presentations.
- Set up and take down audio and visual equipment
- Use Zoom, Microsoft Teams, and other virtual meeting programs.
- Develop website content related to job duties as a way to engage waste generators and program partners

3. Other Responsibilities

- When requested, attend Board of Directors meetings and provide reports on waste reduction activities.
- When requested, attend Citizens Advisory Committee meetings and/or provide requested reports and information.
- Maintain compliance with all company policies and procedures
- Perform other District duties as assigned and directed

4. Supervisory Responsibilities

- None

EDUCATION, KNOWLEDGE, SKILLS AND/OR WORK EXPERIENCE REQUIREMENTS

The Waste Reduction Specialist is required to have a Bachelor’s degree in Environmental Science/Education, Environmental Management, Public Affairs, Public Management, or a related field, and three years related experience. Or an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job.

- Must possess a valid drivers’ license.
- Ability to communicate and interact courteously and effectively with members of the public, staff, elected officials, and representatives and officials of local, state and federal agencies.
- Knowledge of Microsoft Office and Outlook.
- Good time management skills.
- Excellent communication skills.

PHYSICAL REQUIREMENTS

The Waste Reduction Specialist is required to:

- Pack, transport, and unpack audio visual equipment and other display and presentation materials, and occasionally lift up to twenty-five (25) pounds.
- Perform tasks requiring sitting, bending, lifting, and standing
- Must be available to work some evenings and weekends.
- Occasional out of town travel, sometimes requiring overnight stay.

OTHER REQUIREMENTS

- Ability to safely and successfully perform the essential job functions consistent with the ADA, FMLA and other federal, state and local standards, including meeting qualitative and/or quantitative productivity standards
- Ability to maintain regular, punctual attendance consistent with the ADA, FMLA, and other federal, state and local standards.
- Must be able to listen and speak clearly on telephone, via video conference, and in person.
- Operate all equipment in a safe and appropriate manner.
- Other requirements as needed.

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 Solid Waste Management District

Job Description

November 2022

Job Title: Waste Reduction Specialist

Department: Administration (01)

Work Location: Administration

Reports To: Executive Director

Full-Time
 Part-Time

Exempt
 Non-Exempt

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.

PURPOSE OF THE POSITION

The Waste Reduction Specialist researches, develops and implements waste reduction incentives and strategies with a focus on the *Solid Waste Problems* and *Goals and Objectives* identified in the District's Five Year Plan. Incentives and Strategies should be adaptable to a variety of business models and waste-generating processes. The position will provide outreach to local businesses, government entities, schools, and other waste-generating organizations, with the goal of developing and implementing strategies to assist these entities in reducing the amount of waste generated, and reducing the amount of generated waste going to final disposal. Promotes source reduction, waste diversion, reuse activities, and recycling through marketing, direct presentation, coordination of the Green Business Network (GBN) program, and the development and delivery of special programs. Represents the District at public events and meetings, and on various boards, commissions and task forces. Collaborates with local governments within Monroe County, school systems, and universities, as well as the private sector.

RESPONSIBILITIES

1. General Tasks

- Develop waste reduction incentives and strategies, with a focus on *Solid Waste Problems* and *Goals and Objectives* identified in the District's Five Year Plan.
- Conduct research and consultation to identify waste generators of different types and identify which incentives and strategies are appropriate to each.
- Provide outreach and education to waste generators, including waste assessments, and collaborate to develop and implement strategies ~~for with~~ these entities to reduce the amount of material going to disposal.
- ~~Promote Work with~~ the Green Business Network ~~program Coordinator to conduct as a waste reduction strategy audits~~ of local businesses, non-ptofits, and apartment complexes, and other large waste generators to identify where waste can be reduced.
- Act as primary contact for GBN members, create pick-up schedules for Truck Drivers, maintain GBN database, and manage annual renewal agreements with GBN members.
- Facilitate meetings with government entities, waste industry representatives, and other related industries and foster partnerships.
- Partner with local government entities and the private sector to implement and expand waste reduction and waste diversion programs and initiatives.
- Educate waste generators and other stakeholders on opportunities to enhance or create waste reduction programs via meetings, workshops, conferences, or other events.

- Identify state and federal grants appropriate for the District and assist with writing grant applications.
- Creating documentation and promotion materials.

RESPONSIBILITIES (cont.)

- Assume responsibility as directed for administering and closing grants awarded to the District.
- Prepare and provide reports to the Executive Director, Board of Directors, and other local and state agencies as deemed necessary and appropriate.

2. Technical Tasks

- Provide group presentations in both public and private settings.
- Use Microsoft PowerPoint and/or other presentation programs, with projectors and other audio and visual equipment needed to perform presentations.
- Set up and take down audio and visual equipment
- Use Zoom, Microsoft Teams, and other virtual meeting programs.
- Develop website content related to job duties as a way to engage waste generators and program partners

3. Other Responsibilities

- When requested, attend Board of Directors meetings and provide reports on waste reduction activities.
- When requested, attend Citizens Advisory Committee meetings and/or provide requested reports and information.
- Maintain compliance with all company policies and procedures
- Perform other District duties as assigned and directed

4. Supervisory Responsibilities

- None

EDUCATION, KNOWLEDGE, SKILLS AND/OR WORK EXPERIENCE REQUIREMENTS

The Waste Reduction Specialist is required to have a Bachelor’s degree in Environmental Science/Education, Environmental Management, Public Affairs, Public Management, or a related field, and three years related experience. Or an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job.

- Must possess a valid drivers’ license.
- Ability to communicate and interact courteously and effectively with members of the public, staff, elected officials, and representatives and officials of local, state and federal agencies.
- Knowledge of Microsoft Office and Outlook.
- Good time management skills.
- Excellent communication skills.

PHYSICAL REQUIREMENTS

The Waste Reduction Specialist is required to:

- Pack, transport, and unpack audio visual equipment and other display and presentation materials, and occasionally lift up to twenty-five (25) pounds.
- Perform tasks requiring sitting, bending, lifting, and standing
- Must be available to work some evenings and weekends.
- Occasional out of town travel, sometimes requiring overnight stay.

OTHER REQUIREMENTS

- Ability to safely and successfully perform the essential job functions consistent with the ADA, FMLA and other federal, state and local standards, including meeting qualitative and/or quantitative productivity standards
- Ability to maintain regular, punctual attendance consistent with the ADA, FMLA, and other federal, state and local standards.
- Must be able to listen and speak clearly on telephone, via video conference, and in person.

- Operate all equipment in a safe and appropriate manner.
- Other requirements as needed.

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 Solid Waste Management District

Job Description

Job Title: Compliance Inspector and Facilities Coordinator

Department: Landfill (02), South Walnut Recycling Center (04) and Compliance (08)

Work Location: Administration and South Walnut Recycling Center

Reports To: Environmental Compliance and Landfill Director, and Operations Director

<input checked="" type="checkbox"/> Full-Time <input type="checkbox"/> Part-Time	<input type="checkbox"/> Exempt <input checked="" type="checkbox"/> Non-Exempt
---	---

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.

PURPOSE OF THE POSITION

The Compliance Inspector and Facilities Coordinator is responsible for inspecting illegal dumping complaints, documenting findings and creating inspection reports, remediating illegal dumps, and referring cases needing enforcement action to the Compliance Investigator. The position is also responsible for ensuring all District recycling centers are properly managed and maintained, and coordinating the District’s Orange Bag program. Additionally, the position will provide assistance to the Landfill and HHW departments as needed, This position reports to the Environmental Compliance and Landfill Director, and Operations Director

RESPONSIBILITIES

1. General Tasks

- Inspect, remediate, and document, illegal roadside dumping and littering
- Inspect complaints of solid waste violations on private property. Document and report findings, work with owners to develop remediation plans, refer cases needing enforcement action to the Compliance Investigator.
- Participates in court ordered, IDEM and community clean-ups. Provides prior notification to affected citizens and during clean-up provides education and support for separation of materials and material handling
- Keeps all adjacent roads to the landfill, rural recycling centers and central station clean and free of litter and debris and documents clean-ups
- Assists with management of Adopt-A-Road program; including scheduling participant cleanups, maintaining and distributing equipment, collection and disposal/recycling of waste and recycling
- Assist with landfill monitoring and maintenance as needed.
- Assist HHW department as needed.
- Ensure South Walnut facility is clean and orderly; including parking lots and landscaped areas
- Ensure Rural Recycling Centers are properly maintained and managed; including, but not limited to, delivering tools and supplies, working with Site Operators to identify maintenance and repair needs, and reporting conditions to the Operations Director as needed.
- Maintain District inventory of Orange Bags and notify the Operations Director of need to order more bags.
- Act as primary contact for partnering Orange Bag retailers to take orders and coordinate delivery of orders with Truck Drivers.
- Perform Truck Driver duties when needed.

2. Technical Tasks

- Operation of vehicle mounted winch and lift gate
- Operates Powered Industrial Trucks (PITs) including forklift, skid steer loader, and electric pallet jack as needed.
- Operator compactors, balers and lawn maintenance equipment as needed.

3. Other Responsibilities

- Responsible for District vehicle, camera, equipment and tools
- Comply with established safety guidelines at all times
- Maintain compliance with all company policies and procedures
- Perform other duties as assigned

4. Supervisory Responsibilities

- None

EDUCATION, KNOWLEDGE, SKILLS AND/OR WORK EXPERIENCE REQUIREMENTS

The Compliance Inspector and Facilities Coordinator is required to have:

- High school diploma or GED
- Valid Indiana Driver’s License with For-Hire endorsement
- The ability to communicate and interact effectively with the public, co-workers, and residents in a professional and courteous manner
- Working knowledge of Microsoft Word, Excel, Access and Outlook
- Good time management skills

PHYSICAL REQUIREMENTS

The Compliance Inspector and Facilities Coordinator performs duties in both indoor and outdoor environments, and in varying weather conditions. Job duties may result in exposure to vehicular traffic, traversing difficult terrain, exposure to physical hazards associated with working outdoors, potential exposure to household hazardous waste and unknown hazards/substances. Occasionally required to enter rivers, streams and ponds to retrieve materials. Potential confrontation with difficult and/or threatening people. Potential exposure to health and safety hazards associated with landfills. Regular lifting up to fifty (50) pounds and occasional lifting greater than fifty (50) pounds.

OTHER REQUIREMENTS

- Ability to safely and successfully perform the essential job functions consistent with the ADA, FMLA and other federal, state and local standards, including meeting qualitative and/or quantitative productivity standards
- Ability to maintain regular, punctual attendance consistent with the ADA, FMLA, and other federal, state and local standards
- Must be able to talk, listen and speak clearly on telephone and in person
- Operate all equipment in a safe and appropriate manner
- Effectively communicate with customers to provide excellent customer service
- Annual physical exam

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 Solid Waste Management District Job Description

~~November 2022~~

Formatted: Indent: Left: 0.12"

Job Title: Compliance ~~Inspector and Facilities Coordinator, Household Hazardous Waste, and Landfill Laborer~~

Department: Landfill (02), ~~South Walnut Recycling Center (04) Household Hazardous Waste (05)~~ and Compliance (08)

Work Location: Administration and ~~South Walnut Recycling Center Hazardous Materials Facility~~

Reports To: Environmental Compliance and Landfill Director, and Operations Director

<input checked="" type="checkbox"/> Full-Time	<input type="checkbox"/> Exempt
<input type="checkbox"/> Part-Time	<input checked="" type="checkbox"/> Non-Exempt

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.

PURPOSE OF THE POSITION

The Compliance ~~Inspector and Facilities Coordinator, Household Hazardous Waste, and Landfill Laborer~~ is responsible for ~~inspecting illegal dumping complaints, documenting findings and creating inspection reports, remediating illegal dumps, and referring cases needing enforcement action to the Compliance Investigator. The position is also responsible for ensuring all District recycling centers are properly managed and maintained, and coordinating the District's Orange Bag program. Additionally, the position will provide assistance and support to the Landfill and HHW departments as needed, Household Hazardous Waste (HHW), and Compliance departments. Responsibilities and tasks will include, but are not limited to: general maintenance and repair; separating and sorting HHW materials received, and preparing for shipment; illegal dump and roadside litter remediation; assist with water sample collection; and assist with environmental compliance investigations; This position reports to the Environmental Compliance and Landfill Director, and Operations Director~~

RESPONSIBILITIES

1. General Tasks

- ~~Assist with inspect investigations of, and remediate, and document, illegal roadside dumping and littering~~
- ~~Assist with inspect investigations complaints of solid waste violations on private property. Document and report findings, work with owners to develop remediation plans, refer cases needing enforcement action to the Compliance Investigator.~~
- Participates in court ordered, IDEM and community clean-ups. Provides prior notification to affected citizens and during clean-up provides education and support for separation of materials and material handling
- Keeps all adjacent roads to the landfill, rural recycling centers and central station clean and free of litter and debris and documents clean-ups
- Assists with management of Adopt-A-Road program; including scheduling participant cleanups, maintaining and distributing equipment, collection and disposal/recycling of waste and recycling
- Assist with landfill monitoring and maintenance as needed
- Assist HHW ~~department~~ customers with off-loading materials as needed.
- Identify and arrange for proper re-use/recycling/disposal of household hazardous waste
- ~~Accept, collect, and segregate HHW materials~~
- ~~Assist with preparing packaging HHW materials for shipment~~

Formatted: Indent: Left: 0.48", Hanging: 0.13"

~~Compliance Inspector and Facilities Coordinator EC, HHW & LF Laborer~~

Page 1

of 3

Job Description – July 2023

- Respond to customer questions in person and on the phone
- Ensure South Walnut facility is clean and orderly; including parking lots and landscaped areas
- Ensure Rural Recycling Centers are properly maintained and managed; including, but not limited to, delivering tools and supplies, working with Site Operators to identify maintenance and repair needs, and reporting conditions to the Operations Director as needed.
- Maintain District inventory of Orange Bags and notify the Operations Director of need to order more bags.
- Act as primary contact for partnering Orange Bag retailers to take orders and coordinate delivery of orders with Truck Drivers.
- Perform Truck Driver duties when needed.

Formatted: Font: Bold

Formatted: Font: Bold

Formatted: Font: Bold

Formatted: Font: Bold

2. Technical Tasks

- Operation of vehicle mounted winch and lift gate
- Perform preventative maintenance and troubleshoot problems on a variety of water pumps, motors and generators Operates Powered Industrial Trucks (PITs) including forklift, skid steer loader, and electric pallet jack as needed
- Work with Conditionally Exempt Small Quantity Generators (CESQG)
- Operator compactors, balers and lawn maintenance equipment as needed.

3. Other Responsibilities

- Responsible for District vehicle, camera, equipment and tools
- Comply with established safety guidelines at all times
- Maintain compliance with all company policies and procedures
- Perform other duties as assigned

4. Supervisory Responsibilities

- None

EDUCATION, KNOWLEDGE, SKILLS AND/OR WORK EXPERIENCE REQUIREMENTS

The Compliance ~~Inspector and Facilities Coordinator, Household Hazardous Waste, and Landfill Laborer~~ is required to have:

- High school diploma or GED
- Valid Indiana Driver's License with For-Hire endorsement
- The ability to communicate and interact effectively with the public, co-workers, and residents in a professional and courteous manner
- Working knowledge of Microsoft Word, Excel, Access and Outlook
- ~~Possession of, or ability to obtain, 8-hour HAZWOPER certification~~
- Good time management skills

PHYSICAL REQUIREMENTS

The Compliance ~~Inspector and Facilities Coordinator, Household Hazardous Waste, and Landfill Laborer~~ performs duties in both indoor and outdoor environments, and in varying weather conditions. Job duties may result in exposure to vehicular traffic, traversing difficult terrain, exposure to physical hazards associated with working outdoors, potential exposure to household hazardous waste and unknown hazards/substances. Occasionally required to enter rivers, streams and ponds to retrieve materials. Potential confrontation with difficult and/or threatening people. Potential exposure to health and safety hazards associated with landfills. Regular lifting up to fifty (50) pounds and occasional lifting greater than fifty (50) pounds.

OTHER REQUIREMENTS

- Ability to safely and successfully perform the essential job functions consistent with the ADA, FMLA and other federal, state and local standards, including meeting qualitative and/or quantitative productivity standards
- Ability to maintain regular, punctual attendance consistent with the ADA, FMLA, and other federal, state and local standards
- Must be able to talk, listen and speak clearly on telephone and in person
- Operate all equipment in a safe and appropriate manner
- Effectively communicate with customers to provide excellent customer service
- Annual physical exam

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:



MEMORANDUM

TO: MCSWMD Board of Directors
DATE: July 7, 2023
FROM: Tom McGlasson Jr
SUBJECT: MCSWMD 2024 Budget Proposals

Below are summaries of the proposed 2023 budgets:

OPERATING BUDGET

REVENUES:

- County Property Tax includes a 4.0% growth quotient estimated per the cap established by HEA 1499.
- Vehicle License Excise Tax includes an estimated \$542 (0.5%) increase
- Commercial Vehicle Excise Tax includes a \$403 (4.98%) increase
- CESQG revenue is increased by \$4,000 (50%) based on 2023 YTD
- Electronics revenue is decreased by \$5,000 (16.67%) based on previous years experience
- Paint Disposal Revenue is increased by \$3,000 (75%) based on previous years experience
- Pay-Per-Use Bag Fee (Orange Bags) is reduced by \$21,500 (7.17%) based on previous years experience
- Sale of Glass is reduced by \$4,250 (34%) based on previous years' experience
- Metal Recycling revenue is increased by \$10,000 (16.67%) based on previous years experience
- Sale of Batteries is increased by \$700 (53.85%) previous years' experience

EXPENSES:

- 10s PERSONNEL SERVICES
 - \$2,000 flat increase for District staff based on the CPI-W (CPI for Urban Wage Earners and Clerical Workers) being applied to the median annual wage of all employees
 - This budget does not include a Green Business Network Coordinator position.
 - Health Insurance does not increase. This is based on actual premium costs over recent years and anticipating an increase in the range of $\pm 12\%$. The requested appropriation would still be able to fund the potential for some District employees to need to increase coverage.

- 20s SUPPLIES
 - The Supplies category sees an overall increase of \$4,750 (2.44%), and is due to the contractual price increase for the purchase of Orange Bags. The remaining lines in this category have a net decrease of \$250
- 30s SERVICES AND CHARGES
 - Legal line still has funds appropriated for an outside counsel to assist with any potential issues concerning the new host fee agreements with Rumpke Waste and Recycling and Republic Services of Indiana.
 - Laboratory line increases by \$5,000 due to fee increase quoted by the laboratory.
 - Other Professional Services increases by \$51,000 (41.98%). The Executive Committee requested a \$50,000 appropriation to have funds available for potential
 - Liability increased by \$1,500 (2.03%). The landfill Pollution Prevention Policy renews in 2024 (3 year policy term).
 - Please note that the 2023 YTD expenditure of \$40,454 is funds encumbered from 2022 as the 2023 policy renewal were not able to be processed for payment until January 2023.
 - Leachate Disposal is increased by \$7,000 (5.6%) based on 2023 YTD expenses.
- CAPITAL OUTLAYS
 - The \$10,000 Other Improvements appropriation specific to the landfill, which is annually budget, is the only Capital Outlay appropriation for 2024.

DEBT SERVICE BUDGET

The budgeted expenses are known based on the debt service bond amortization schedule; the revenues are estimated based on the known expenses

CUMULATIVE CAPITAL FUND BUDGET

No appropriations are requested from this fund. DLGF has previously advised that the District should still adopt a zero budget so that if the needs arise to request appropriations from this fund, the budget is available.

Monroe County Solid Waste Management District 2024 PROPOSED BUDGETS

JULY 13, 2023
MCSWMD BOD MEETING

2024 Operating Budget Overview

Revenues	<u>2023</u>	<u>2024</u>	<u>Difference</u>
◦ Taxes	\$2,211,894	\$2,296,612	\$84,718
◦ Fees from HHW & Disposal	\$373,000	\$349,500	(\$23,500)
◦ Other Income	\$308,000	\$308,000	\$0.00
◦ Sale of Recyclables	\$73,800	\$80,250	\$6,450
◦ TOTAL REVENUES	\$2,966,694	\$3,034,362	\$67,668
Expenses			
◦ 10s Personnel Services	\$1,506,381	\$1,557,645	\$51,264
◦ 20s Supplies	\$194,350	\$199,100	\$4,750
◦ 30s Services & Charges	\$1,254,400	\$1,296,800	\$42,400
◦ 40s Capital Outlays	\$11,500	\$10,000	(\$1,500)
◦ TOTAL EXPENSES	\$2,966,631	\$3,063,545	\$96,914
Revenue Less Expenses	\$63	(\$29,183)	(\$29,264)

Detailed 2024 Operating Budget comparison – Revenue: Taxes

Category	2023 Budget	2024 Proposed Budget	Increase / (Decrease) From 2023	Reason For Change
31110 Co Property Tax	\$ 2,094,339	\$ 2,178,112	\$ 83,773	Estimated 4% - cap established by HEA 1499
31210 Vehicle License Excise Tax	\$ 109,458	\$ 110,000	\$ 542	Estimated
31230 Commercial Vehicle Excise Tax	\$ 8,097	\$ 8,500	\$ 403	Estimated
TOTAL	\$ 2,211,894	\$ 2,296,612	\$ 84,718	

MCSWMD 2024 BUDGET PRESENTATION - 7/13/2023

3

Detailed 2024 Operating Budget comparison – Revenue: Fees from HHW & Disposal

Category	2023 Budget	2024 Proposed Budget	Increase / (Decrease) From 2023	Reason For Change
34240 Freon Removal	\$ 6,000	\$ 5,500	(\$ 500)	
34295 Green Business Network	\$ 20,000	\$ 20,000	0.00	
34310 CESQG Disposal	\$ 8,000	\$ 12,000	\$ 4,000	Based on 2023 YTD
34320 Electronics Disposal	\$ 30,000	\$ 25,000	(\$ 5,000)	Based on 2023 YTD & previous years experience
34333 Paint Disposal	\$ 4,000	\$ 7,000	\$ 3,000	Based on 2023 YTD & previous years experience
34410 Pay-Per-Use Bag Fee	\$ 300,000	\$ 278,500	(\$ 21,500)	Based on 2023 YTD & previous years experience
37112 Waste Tire Fee	\$ 5,000	\$ 1,500	(\$ 3,500)	Based on previous years experience
TOTAL	\$ 373,000	\$ 349,500	(\$ 23,500)	

MCSWMD 2024 BUDGET PRESENTATION - 7/13/2023

4

Detailed 2024 Operating Budget comparison – Revenue: Other Income

Category	2023 Budget	2024 Proposed Budget	Increase / (Decrease) From 2023	Reason For Change
36150 Host Fee	\$ 300,000	\$ 300,000	\$ 0.00	
36200 Rental Income	\$ 8,000	\$ 8,000	\$ 0.00	
TOTAL	\$ 308,000	\$ 308,000	\$ 0.00	

MCSWMD 2024 BUDGET PRESENTATION - 7/13/2023

5

Detailed 2024 Operating Budget comparison – Revenue: Sale of Recyclables

Category	2023 Budget	2024 Proposed Budget	Increase / (Decrease) From 2023	Reason For Change
37100 Sale of Recyclables	\$ 0.00	\$ 0.00	\$ 0.00	
37105 Sale of Glass	\$ 12,500	\$ 8,250	(\$ 4,250)	Based on 2023 YTD
37107 Metal Recycling	\$ 60,000	\$ 70,000	\$ 10,000	Based on market rate & tonnages
37111 Sale of Batteries	\$ 1,300	\$ 2,000	\$ 700	Based on 2023 YTD
TOTAL	\$ 73,800			

MCSWMD 2024 BUDGET PRESENTATION - 7/13/2023

6

2024 Operating Budget Personnel Services Changes

The 2024 Personnel Services Budget proposal includes a \$2,000 flat wage increase for staff and is based on the staffing structure included in Resolution 2023-10.

Due to staffing changes over the past couple of years, there is no increased appropriation requested for the health insurance line. Even though we anticipate an premium increase in the range of $\pm 12\%$. Actual premium costs over the past few years indicate that the requested appropriation can absorb any realized increase in this range and also fund the potential need of employees to increase coverage.

This budget does not include the Green Business Network Coordinator position

Detailed 2024 Operating Budget comparison - Expenses: 10s Personnel Services (1 of 2)

Category	2023 Budget	2024 Proposed Budget	Increase / (Decrease) From 2023	Reason For Change
41110 Salary Wages	\$ 279,009	\$ 289,009	\$ 10,000	\$2,000 flat wage increase based on applying the 2023 CPI-W to the median annual wage
41120 Hourly Wages	\$ 614,100	\$ 649,451	\$ 35,351	
41130 Overtime	\$ 4,750	\$ 3,500	(\$ 1,250)	
41140 Longevity	\$ 15,465	\$ 15,370	(\$ 95)	

Detailed 2024 Operating Budget comparison - Expenses: 10s Personnel Services (2 of 2)

Category	2023 Budget	2024 Proposed Budget	Increase / (Decrease) From 2023	Reason For Change
41310 FICA	\$ 56,626	\$ 59,354	\$ 2,728	
41311 FICA Medicare	\$ 13,243	\$ 13,881	\$ 638	
41320 Unemployment	\$ 2,500	\$ 2,500	\$ 0.00	
41330 Health Insurance	\$ 410,000	\$ 410,000	\$ 0.00	
41132 Wellness Clinic	\$ 16,500	\$ 18,150	\$ 1,650	Anticipated 10% increase
41340 Retirement	\$ 94,188	\$ 96,430	\$ 2,242	
TOTAL	\$ 1,506,381	\$ 1,557,645	\$ 51,264	

Detailed 2024 Operating Budget comparison - Expenses: 20s Supplies (1 of 2)

Category	2023 Budget	2024 Proposed Budget	Increase / (Decrease) From 2023	Reason For Change
42190 Office Supplies	\$ 6,000	\$ 5,350	(\$ 650)	
42220 Health & Safety	\$ 4,250	\$ 4,000	(\$ 250)	
42231 Fuel	\$ 18,000	\$ 18,050	\$ 50	
42232 Lubricants	\$ 250	\$ 150	(\$ 100)	
42233 Tires & Tubes	\$ 1,300	\$ 1,500	\$ 200	
42239 Other Garage & Motor	\$ 100	\$ 100	\$ 0.00	
42290 General Operating	\$ 31,000	\$ 31,000	\$ 0.00	
42310 Building Material	\$ 2,050	\$ 2,050	\$ 0.00	

Detailed 2024 Operating Budget comparison - Expenses: 20s Supplies (2 of 2)

Category	2023 Budget	2024 Proposed Budget	Increase / (Decrease) From 2023	Reason For Change
42320 Road Base Material	\$ 9,000	\$ 9,000	\$ 0.00	
42360 Repair Parts	\$ 3,850	\$ 3,850	\$ 0.00	
42370 Minor Tools & Equip	\$ 5,000	\$ 5,000	\$ 0.00	
42390 Other R&M Supplies	\$ 2,900	\$ 3,150	\$ 250	
43420 Uniforms	\$ 2,000	\$ 2,000	\$ 0.00	
42490 Other Supplies	\$ 13,650	\$ 13,900	\$ 250	Includes \$500 request from CAC
42491 Orange Bag Purchase	\$ 95,000	\$ 100,000	\$ 5,000	Contractual price increase
TOTAL	\$ 194,350	\$ 199,100	\$ 4,750	

MCSWMD 2024 BUDGET PRESENTATION - 7/13/2023

11

Detailed 2024 Operating Budget comparison - Expenses: 30s Services/Charges (1 of 6)

Category	2023 Budget	2024 Proposed Budget	Increase / (Decrease) From 2023	Reason For Change
43110 Legal	\$ 5,000	\$ 5,000	\$ 0.00	
43120 Engineering	\$ 2,000	\$ 2,000	\$ 0.00	
43140 Laboratory	\$ 65,000	\$ 70,000	\$ 5,000	Fee increases
43180 Consultant	\$ 2,500	\$ 2,500	\$ 0.00	
43190 Other Prof Services	\$ 121,500	\$ 172,500	\$ 51,000	\$50K appropriation for food waste composting
43195 Medical Services	\$ 2,500	\$ 2,000	(\$ 500)	
43200 Prof/ Social Media	\$ 15,000	\$ 15,000	\$ 0.00	
43210 Telephone	\$ 13,000	\$ 11,500	(\$ 1,500)	New service provider for rural sites

MCSWMD 2024 BUDGET PRESENTATION - 7/13/2023

12

Detailed 2024 Operating Budget comparison - Expenses: 30s Services/Charges (2 of 6)

Category	2023 Budget	2024 Proposed Budget	Increase / (Decrease) From 2023	Reason For Change
43220 Postage	\$ 2,050	\$ 2,150	\$ 100	
43230 Travel	\$ 1,600	\$ 1,600	\$ 0.00	
43240 Freight & Handling	\$ 500	\$ 500	\$ 0.00	
43290 Other Communication	\$ 3,500	\$ 4,400	\$ 900	Landfill internet rate increase
43310 Printing	\$ 2,000	\$ 2,050	\$ 50	
43320 Media Advertising	\$ 20,000	\$ 20,000	\$0.00	
43325 Legal Advertising	\$1,500	\$ 1,000	(\$ 500)	

Detailed 2024 Operating Budget comparison - Expenses: 30s Services/Charges (3 of 6)

Category	2023 Budget	2024 Proposed Budget	Increase / (Decrease) From 2023	Reason For Change
43410 Workers Compensation	\$ 27,000	\$ 27,000	\$ 0.00	
43420 Liability	\$ 74,000	\$ 75,500	\$ 1,000	2023 YTD encumbered / Pol Prevention policy due in 2024
43510 Electric	\$ 35,000	\$ 37,000	\$ 2,000	Rate increases / 2023 YTD
43520 Gas	\$ 10,000	\$ 12,500	\$ 2,500	Rate increases
43530 Water & Sewer	\$ 4,500	\$ 5000	\$ 500	
43610 Building R & M	\$ 18,000	\$ 18,000	\$ 0.00	
43620 Office Equip R & M	\$ 1,250	\$ 1,250	\$ 0.00	
43630 Tires & Tubes R & M	\$ 2,500	\$ 2,500	\$ 0.00	

Detailed 2024 Operating Budget comparison - Expenses: 30s Services/Charges (4 of 6)

Category	2023 Budget	2024 Proposed Budget	Increase / (Decrease) From 2023	Reason For Change
43640 Vehicle R & M	\$ 30,000	\$ 28,000	(\$ 2,000)	
43650 Mach & Equip R & M	\$ 24,000	\$ 24,000	\$ 0.00	
43690 Other R & M	\$ 12,000	\$ 12,000	\$ 0.00	
43695 Snow Removal	\$ 7,500	\$ 7,500	\$ 0.00	
43710 Land Rental	\$ 9,000	\$9,500	\$ 500	Contractual increase (Bethel Ln)
43740 Mach & Equip Rental	\$ 82,800	\$ 89,500	\$ 6,700	
43790 Other Rental	\$ 1,000	\$ 1,000	\$ 0.00	
43830 Banking Fees	\$ 1,000	\$ 750	(\$ 250)	

MCSWMD 2024 BUDGET PRESENTATION - 7/13/2023

15

Detailed 2024 Operating Budget comparison - Expenses: 30s Services/Charges (5 of 6)

Category	2023 Budget	2024 Proposed Budget	Increase / (Decrease) From 2023	Reason For Change
43910 Dues & Subscriptions	\$ 3,500	\$ 5,000	\$ 1,500	New memberships (Waste Red Spec)
43920 Training & Education	\$ 10,000	\$ 10,000	\$ 0.00	
43931 Leachate Disp.	\$ 125,000	\$ 132,000	\$ 7,000	Based on 2023 YTD
43933 HHW Disposal	\$ 75,000	\$ 80,000	\$ 5,000	2023 YTD & previous years exp
43934 Electronics Disp	\$ 25,000	\$ 25,000	\$ 0.00	
43939 Other Coll/Disp Cont.	\$ 121,000	\$ 107,050	(\$ 13,950)	2023 YTD & previous years exp
43941 Freon Recovery	\$ 3,500	\$ 5,000	\$ 1,500	Based on previous years exp
43942 Hauling Contracts	\$ 172,000	\$ 181,000	\$ 9,000	Contractual price increase
43943 Hauling Glass	\$ 42,000	\$ 30,000	(\$ 12,000)	Hauling to local facility vs Indy

MCSWMD 2024 BUDGET PRESENTATION - 7/13/2023

16

Detailed 2024 Operating Budget comparison - Expenses: 30s Services/Charges (6 of 6)

Category	2023 Budget	2024 Proposed Budget	Increase / (Decrease) From 2023	Reason For Change
43942 Waste Tire Processing	\$ 6,000	\$ 2,000	(\$ 4,000)	2023 YTD & previous years exp
43950 Stormwater Fees	\$ 500	\$ 500	\$ 0.00	
43960 Recycling Fees	\$ 72,500	\$ 55,000	(\$ 17,500)	Based on previous years exp
43970 License & Permits	\$ 1,200	\$ 1,300	\$ 100	
TOTAL	\$ 1,254,400	\$ 1,297,060	\$ 42,650	

Detailed 2024 Operating Budget comparison - Expenses: 40s capital outlay

Category	2023 Budget	2024 Proposed Budget	Increase / (Decrease) From 2023	Reason For Change
44390 Other Improvements	\$ 10,000	\$ 10,000	\$ 0.00	
44430 Computer Equipment Purchases	\$ 1,500	\$ 0.00	(\$ 1,500)	
TOTAL	\$11,500	\$ 10,000	(\$ 1,500)	

2024 Debt Service Bond Budget Overview

Revenues	<u>2023</u>	<u>2024</u>	<u>Difference</u>
◦ 31110 County Property Tax	\$ 289,450	\$ 289,000	(\$ 450)
◦ 31210 Vehicle License Excise Tax	\$ 15,170	\$ 15,120	(\$ 50)
◦ 31230 Commercial Vehicle Excise Tax	\$ 750	\$ 650	(\$ 100)
◦ TOTAL REVENUES	\$ 305,370	\$ 304,770	(\$600)
Expenses			
◦ 43810 Principal	\$ 280,000	\$285,000	\$ 5,000
◦ 43820 Interest	\$ 24,970	\$ 19,370	(\$ 5,600)
◦ 43835 Agency Fee	\$ 400	\$ 400	\$ 0.00
◦ TOTAL EXPENSES	\$ 305,370	\$ 304,770	(\$ 600)

2024 Cumulative Capital Fund Budget Overview

	<u>2023</u>	<u>2024</u>	<u>Difference</u>
Beginning Balance	\$ 45,418	\$ 45,576	\$ 158
REVENUES			
Interest	\$ 0.00	\$ 0.00	\$ 0.00
Transfer in From Operating	\$ 0.00	\$ 0.00	\$ 0.00
Total Revenues	\$ 0.00	\$ 0.00	\$ 50.00
EXPENSES			
None			
Total Expenses	\$ 0.00	\$ 0.00	\$ 0.00
Ending Balance	\$ 45,418	\$45,576	\$ 158

MCSWMD
PROPOSED 2024 Operating
Fund Budget (Fund #8210)

MONROE COUNTY SOLID
WASTE MANAGEMENT
DISTRICT

Revenue

31110	County Property Tax	2,178,112
31210	Vehicle License Excise Tax	110,000
31230	Commercial Vehicle Excise Tax	8,500
34240	Freon Removal	5,500
34295	Green Business Network	20,000
34310	CESQG Disposal	12,000
34320	Electronics \$20	25,000
34333	Paint Disposal Fees	7,000
34410	Pay per Bag	278,500
36150	Host Fee	300,000
36200	Rental	8,000
37100	Sales of Recycling	
37105	Sale of Glass	8,250
37107	Sale of Metal	70,000
37110	Sale of Oil	
37111	Sale of Batteries	2,000
37112	Waste Tire Fee	1,500

REVENUE TOTAL 3,034,362

Personnel Services

41110	Salary Wages	289,009
41120	Hourly Wages	649,451
41130	Overtime	3,500
41140	Longevity (Dept. 12)	15,370
41310	FICA	59,354
41311	FICA/Medicare	13,881
41320	Unemployment	2,500
41330	Health Insurance	410,000
41331	Wellness Clinic	18,150
41340	Retirement	96,430

PERSONNEL SERVICES TOTAL 1,557,645

SUPPLIES

42190	Office Supplies	5,350
42220	Health & Safety	4,000
42231	Fuel	18,050
42232	Lubricants	150
42233	Tires & Tubes	1,500
42239	Other Garage & Motor	100
42290	General Operating	31,000
42310	Building Material	2,050
42320	Road Base Material	9,000
42360	Repair Parts	3,850
42370	Minor Tools & Equipment	5,000
42390	Other R & M Supplies	3,150
42420	Uniforms	2,000
42490	Other Supplies	13,900
42491	Orange Bag Purchase	100,000

SUPPLIES TOTAL 199,100

OTHER SERVICES & CHARGES

43110	Legal	5,000
43120	Engineering	2,000
43140	Laboratory	70,000
43180	Consultant	2,500
43190	Other Professional	172,500
43195	Medical Services	2,000
43200	Professional / Social Media	15,000
43210	Telephone	11,500
43220	Postage	2,150
43230	Travel	1,600
43240	Freight / Handling	500
43290	Other Communication	4,400
43310	Printing	2,050
43320	Media Advertising	20,000
43325	Legal Advertising	1,000
43410	Worker's Compensation	27,000
43420	Liability	75,500
43510	Electric	37,000
43520	Gas	12,500
43530	Water & Sewer	5,000
43610	Building R & M	18,000
43620	Office Equip R & M	1,250
43630	Tires & Tube R & M	2,500
43640	Vehicle R & M	28,000
43650	Machinery & Equip R & M	24,000
43690	Other Repair & Maintenance	12,000
43695	Snow Removal	7,500
43710	Land Rental	9,500
43740	Machinery & Equip Rental	89,500
43790	Other Rental	1,000

Other Services and Charges (cont.)

43830	Banking Fees	750
43910	Dues & Subscriptions	5,000
43920	Training & Education	10,000
43931	Leachate Disposal	132,000
43933	HHW Disposal	80,000
43934	Electronic Disposal	25,000
43939	Other Coll/Disposal Contracts	107,050
43941	Freon Recovery	5,000
43942	Hauling Contracts	181,000
43943	Hauling Glass	30,000
43945	Waste Tire Processing	2,000
43950	Stormwater Fees	500
43960	Recycling Fees	55,000
43970	License & Permits	1,300

OTHER SERVICES & CHARGES TOTAL 1,297,050

CAPITAL OUTLAY

44210	Building Purchases	
44220	Building Improvements	
44390	Other Improvements	10,000
44430	Computer Equipment	
44440	Vehicle Purchase	
44590	Other Capital Outlay	
44999	Cum Capital Fund	

CAPITAL OUTLAY TOTAL 10,000

TOTAL EXPENDITURES 3,063,795

	TOTAL REVENUES	3,034,362
minus	TOTAL EXPENDITURES	3,063,795
		(29,433)

	A	B	C	D	E	F	G	H	I	J	K	L	M
		2020 BUDGET	2020 ACTUAL	2021 BUDGET	2021 ACTUAL	2022 BUDGET	2022 ACTUAL	2023 BUDGET	2023 YTD as of 6/30/23	2024 PROPOSED	CHANGE IN \$\$ FROM 2023	% CHANGE FROM 2023	
1													
2													
3	TOTAL Taxes	1,980,132	1,973,767	2,043,351	2,071,745	2,127,109	2,129,902	2,211,894	1,246,579	2,296,612	84,718	3.83%	
4	TOTAL Fees from HHW & Recycling	370,000	402,390	369,500	368,014	386,000	361,907	373,000	163,988	349,500	(23,500)	-6.30%	
5	TOTAL Other Income	255,700	269,770	258,000	275,298	258,000	307,190	308,000	183,115	308,000	0	0.00%	
6	TOTAL Sale of Recyclables	82,500	63,801	57,500	87,904	57,000	82,321	73,800	35,734	80,250	6,450	8.74%	
7	TOTAL Miscellaneous Income	0	29,997	0	16,196	0	11,127		6,552				
9	TOTAL REVENUE	2,688,332	2,739,725	2,728,351	2,819,157	2,828,109	2,892,447	2,966,694	1,635,968	3,034,362	67,668	2.28%	
10													
11	TOTAL 10s Personnel Services	1,391,987	1,253,296	1,337,639	1,153,701	1,390,884	1,151,976	1,506,381	645,392	1,557,645	51,264	3.40%	
12	TOTAL 20s Supplies	149,700	192,737	151,125	62,136	166,350	143,845	194,350	113,496	199,100	4,750	2.44%	
13	TOTAL 30s Services and Charges	1,218,909	855,527	1,228,075	1,094,710	1,238,125	835,417	1,254,400	666,616	1,297,050	42,650	3.40%	
14	TOTAL 40s Capital Outlays	45,000	39,496	10,000	(24,386)	31,200	0	11,500	6,650	10,000	(1,500)	-13.04%	
16	TOTAL EXPENSES	2,805,596	2,341,056	2,726,839	2,286,161	2,826,559	2,131,238	2,966,631	1,432,154	3,063,795	97,164	3.28%	
17													
18	REVENUE LESS EXPENSES	(117,264)	398,669	1,512	532,996	1,550	761,208	63	203,814	(29,433)	(29,496)		

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
			2020 BUDGET	2020 ACTUAL	2021 BUDGET	2021 ACTUAL	2022 BUDGET	2022 ACTUAL	2023 BUDGET	2023 YTD as of 6/30/23	2024 PROPOSED	CHANGE IN \$\$ FROM 2023	% CHANGE FROM 2023	COMMENT
1														
2		Category 1: Taxes ¹												
3		31110 County Property Tax	1,833,830	1,834,913	1,910,851	1,936,753	1,994,609	1,996,391	2,094,339	1,186,592	2,178,112	83,773	4.00%	Estimate 4% - cap established by HEA 1499
4		31112 Debt Service Tax												
5		31210 Vehicle License Excise Tax	138,970	131,265	125,000	127,168	125,000	125,410	109,458	55,738	110,000	542	0.50%	estimated
6		31230 Commercial Vehicle Excise Tax	7,332	7,589	7,500	7,824	7,500	8,101	8,097	4,249	8,500	403	4.98%	estimated
8		TOTAL Taxes	1,980,132	1,973,767	2,043,351	2,071,745	2,127,109	2,129,902	2,211,894	1,246,579	2,296,612	84,718	3.83%	
9														
10		Category 4: Fees from HHW & Waste Disposal												
11		34240 Freon Removal Processing Fee	6,000	6,225	5,000	7,780	6,000	7,987	6,000	2,722	5,500	(500)	-8.33%	
12		34295 Green Business Network	30,000	20,300	25,000	17,513	20,000	21,735	20,000	16,094	20,000	0	0.00%	
13		34310 C.E.S.Q.G. Disposal Fee	14,000	9,202	9,500	5,142	8,000	9,174	8,000	6,713	12,000	4,000	50.00%	Based on 2023 YTD
14		34320 Electronics Disposal Fee \$20	35,000	32,320	30,000	33,860	30,000	27,456	30,000	11,362	25,000	(5,000)	-16.67%	Based on 2023 YTD & Previous years
15		34333 Paint Disposal		2,436		5,583	2,000	6,458	4,000	3,686	7,000	3,000	75.00%	Based on 2023 YTD & Previous years
16		34410 Pay-Per-Use Bag Fee	300,000	331,907	300,000	298,136	315,000	288,064	300,000	122,765	278,500	(21,500)	-7.17%	Based on 2023 YTD & Previous years
17		34411 Vendor Handling Discount	(15,000)											
18		37112 Waste Tire Fee					5,000	1,033	5,000	646	1,500	(3,500)	-70.00%	Based on previous years experience
20		TOTAL Fees from HHW & Recycling	370,000	402,390	369,500	368,014	386,000	361,907	373,000	163,988	349,500	(23,500)	-6.30%	
21														
22		Category 6: Other Income												
23		36100 Interest						575		40,070				
24		36150 Host Fee from Hoosier Disposal	250,000	261,472	250,000	267,000	250,000	298,317	300,000	136,801	300,000	0	0.00%	
25		36200 Rental Income	5,700	8,298	8,000	8,298	8,000	8,298	8,000	6,244	8,000	0	0.00%	
26		36710 Unrestricted Contributions												
28		TOTAL Other Income	255,700	269,770	258,000	275,298	258,000	307,190	308,000	183,115	308,000	0	0.00%	
29														
30		Category 7: Sale of Recyclables												
31		37100 Sale of Recyclables	0	8,413	0	0	0	0						
32		37105 Sale of Glass	17,500	12,103	15,000	14,785	15,000	12,005	12,500	1,653	8,250	(4,250)	-34.00%	Based on 2023 YTD
33		37107 Metal Recycling	62,000	41,383	40,000	70,849	40,000	67,755	60,000	31,987	70,000	10,000	16.67%	Based on market rates & tonnages
34		37110 Sale of Used Oil						1,015		831				
35		37111 Sale of Batteries	3,000	1,902	2,500	2,270	2,000	1,546	1,300	1,263	2,000	700	53.85%	Based on 2023 YTD
37		TOTAL Sale of Recyclables	82,500	63,801	57,500	87,904	57,000	82,321	73,800	35,734	80,250	6,450	8.74%	
38														
39		Category 9: Miscellaneous Income												
40		39120 Insurance Reimbursement								6,348				
41		39600 Refunds		203		11,739		1,132						
42		39605 Miscellaneous Income		29,576		4,297		8,825		204				
43		10110 Donation												
44		42490 Toters		218		160		1,170						
46		TOTAL Miscellaneous Income		29,997		16,196		11,127		6,552				
47														
48		TOTAL REVENUE	2,688,332	2,739,725	2,728,351	2,819,157	2,828,109	2,892,447	2,966,694	1,635,968	3,034,362	67,668	2.28%	
49														
50														
51														
52														
53														
54														

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
			2020 BUDGET	2020 ACTUAL	2021 BUDGET	2021 ACTUAL	2022 BUDGET	2022 ACTUAL	2023 BUDGET	2023 YTD as of 6/30/23	2024 PROPOSED	CHANGE IN \$\$ FROM 2023	% CHANGE FROM 2023	COMMENT
1														
2		10s: Personnel Services												
4	41110	Salary Wages	866,883	809,768	794,891	722,893	250,706	218,052	279,009	135,245	289,009	10,000	3.58%	\$2,000 flat wage increase based on applying 2023
5	41120	Hourly Wages					571,997	512,033	614,100	295,333	649,451	35,351	5.76%	CPI-U to median wage
6	41130	Overtime	6,500	344	6,500	389	5,000	0	4,750	0	3,500	(1,250)	-26.32%	
7	41140	Longevity	17,264	14,876	16,920	15,204	15,640	14,754	15,465	5,740	15,370	(95)	-0.61%	
8	41310	FICA	55,220	46,977	50,735	41,800	52,287	42,166	56,626	24,907	59,354	2,728	4.82%	
9	41311	FICA/Medicare	12,914	10,987	11,866	9,775	12,228	9,861	13,243	5,825	13,881	638	4.82%	
10	41320	Unemployment	8,734	1,285	8,014	1,177	7,449	1,089	2,500	1,349	2,500	0	0.00%	Based on current rate (0.5%)
11	41330	Health Insurance	320,045	267,934	350,000	269,166	375,000	260,449	410,000	127,194	410,000	0	0.00%	Previous Yrs; current enrollment; 12% increase
12	41132	Wellness Clinic	16,000	14,980	16,800	15,431	16,000	15,799	16,500	4,218	18,150	1,650	10.00%	Anticipated 10% increase
13	41340	Retirement	88,427	86,145	81,913	77,866	84,577	77,773	94,188	45,581	96,430	2,242	2.38%	
15		TOTAL Personnel	1,391,987	1,253,296	1,337,639	1,153,701	1,390,884	1,151,976	1,506,381	645,392	1,557,645	51,264	3.40%	
16														
17		20s: Supplies												
19	42190	Office Supplies	6,325	3,455	6,075	3,508	6,000	2,068	6,000	2,704	5,350	(650)	-10.83%	
20	42220	Health & Safety	4,900	2,985	11,000	3,229	4,000	2,218	4,250	1,953	4,000	(250)	-5.88%	
21	42231	Fuel	13,600	7,390	13,600	9,835	13,600	12,854	18,000	7,344	18,050	50	0.28%	
22	42232	Lubricants	625	0	250	0	250	5	250	109	150	(100)	-40.00%	
23	42233	Tire & Tubes	1,300	0	1,300	0	1,300	158	1,300	0	1,500	200	15.38%	
24	42239	Other Garage & Motor	100	0	100	0	100	0	100	0	100	0	0.00%	
25	42290	General Operating Supplies	28,000	22,883	28,000	19,992	48,000	16,150	31,000	9,160	31,000	0	0.00%	
26	42310	Building Materials	2,050	1,800	2,050	0	2,050	0	2,050	0	2,050	0	0.00%	
27	42320	Road Base Materials	6,600	3,369	6,600	3,969	6,600	5,060	9,000	0	9,000	0	0.00%	
28	42360	Repair Parts	4,850	0	3,850	464	3,850	4	3,850	0	3,850	0	0.00%	
29	42370	Minor Tools & Equipment	6,200	853	3,700	5,421	3,700	694	5,000	400	5,000	0	0.00%	
30	42390	Other R & M Supplies	2,450	1,397	2,900	1,398	2,900	438	2,900	761	3,150	250	8.62%	
31	42420	Uniforms						2,000		0	2,000	0	0.00%	
32	42490	Other Supplies	12,700	3,840	11,700	4,338	14,000	7,882	13,650	2,887	13,900	250	1.83%	
33	42491	Orange Bag Purchases	60,000	144,765	60,000	9,982	60,000	96,314	95,000	88,178	100,000	5,000	5.26%	Contractual Price Incerase
35		TOTAL Supplies	149,700	192,737	151,125	62,136	166,350	143,845	194,350	113,496	199,100	4,750	2.44%	
36														
37		30s: Services & Charges												
39	43110	Legal	11,000	4,236	8,000	996	6,000	3,025	5,000	2,218	5,000	0	0.00%	
40	43120	Engineering	5,500	727	5,000	2,512	2,000	297	2,000	601	2,000	0	0.00%	
41	43140	Laboratory	50,000	18,990	50,000	54,502	50,000	50,530	65,000	23,236	70,000	5,000	7.69%	Fee increases
42	43180	Consultants	6,500	4,000	6,000	4,000	10,000	6,186	2,500	24,075	2,500	0	0.00%	2023 Apt compost pilot; Contracted Office mgr
43	43190	Other Prof Services	89,650	77,108	88,100	72,929	108,100	67,517	121,500	55,732	172,500	51,000	41.98%	\$50K appropriation for food waste composting
44	43195	Medical Services	2,850	19	1,950	235	13,750	5,442	2,500	3,659	2,000	(500)	-20.00%	
45	43200	Professional/Socail Media	6,000	3,120	10,000	10,551	15,000	10,500	15,000	4,895	15,000	0	0.00%	
46	43210	Telephone	12,050	11,040	11,900	11,993	11,700	12,840	13,000	8,254	11,500	(1,500)	-11.54%	New service provider at rural sites
47	43220	Postage	2,000	1,610	1,750	948	1,750	1,433	2,050	736	2,150	100	4.88%	
48	43230	Travel	4,200	140	3,600	186	1,850	501	1,600	0	1,600	0	0.00%	
49	43240	Freight and Hauling		171	250	304	250	272	500	209	500	0	0.00%	
50	43290	Other Comm & Transportation	2,580	1,982	2,850	5,904	2,850	3,236	3,500	1,765	4,400	900	25.71%	LF internet rate increase
51	43310	Printing	1,000	510	1,250	317	9,000	148	2,000	276	2,050	50	2.50%	
52	43320	Media Advertising	15,000	18,380	15,000	13,579	23,000	16,752	20,000	4,331	20,000	0	0.00%	
53	43325	Legal Advertising	1,500	200	1,000	37	500	1,728	1,500	134	1,000	(500)	-33.33%	

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1			2020 BUDGET	2020 ACTUAL	2021 BUDGET	2021 ACTUAL	2022 BUDGET	2022 ACTUAL	2023 BUDGET	2023 YTD as of 6/30/23	2024 PROPOSED	CHANGE IN \$\$ FROM 2023	% CHANGE FROM 2023	COMMENT
54	30s: Services & Charges (Cont.)													
55	43410	Worker's Compensation	20,300	23,517	23,000	26,588	23,000	0	27,000	24,347	27,000	0	0.00%	
56	43420	Liability	115,500	39,036	115,500	83,423	115,500	1,430	74,000	40,454	75,500	1,500	2.03%	2023 YTD encumbered / Pol Prev due
57	43510	Electric	39,500	29,840	37,500	30,843	32,500	31,071	35,000	17,721	37,000	2,000	5.71%	Rate increases / 2023 YTD
58	43520	Gas	7,200	3,674	5,700	4,105	4,750	5,751	10,000	4,214	12,500	2,500	25.00%	Rate increases
59	43530	Water & Sewer	4,750	3,640	4,250	3,509	4,390	3,353	4,500	1,946	5,000	500	11.11%	
60	43610	Building R. & M	21,950	9,100	18,950	32,996	17,950	14,748	18,000	11,219	18,000	0	0.00%	
61	43620	Office Equipment R. & M	1,250	398	1,250	0	1,250	0	1,250	595	1,250	0	0.00%	
62	43630	Tires & Tubes R & M	2,500	956	2,500	0	2,500	0	2,500	0	2,500	0	0.00%	
63	43640	Vehicle R & M	23,000	10,907	27,500	32,984	27,500	20,451	30,000	16,587	28,000	(2,000)	-6.67%	
64	43650	Machinery & Equipment R & M	14,500	15,260	25,000	22,592	19,000	20,210	24,000	8,244	24,000	0	0.00%	
65	43660	Road Base Mat'l - Haulers												
66	43690	Other Repair and Maintenance	8,000	13,085	12,500	5,776	12,500	11,920	12,000	3,247	12,000	0	0.00%	
67	43695	Snow Removal	6,500	675	5,000	2,500	5,000	1,150	7,500	1,250	7,500	0	0.00%	
68	43710	Land Rentals	7,750	7,662	8,150	8,044	8,560	8,447	9,000	8,869	9,500	500	5.56%	Contractual increase (Bethel Lane)
69	43740	Machinery & Equipment Rental	72,000	66,057	72,000	71,784	72,000	72,782	82,800	36,792	89,500	6,700	8.09%	
70	43790	Other Rentals	3,254	3,138	2,000	187	1,200	0	1,000	503	1,000	0	0.00%	
74	43830	Banking Fees							1,000	383	750	(250)	-25.00%	2023 YTD
75	43910	Dues & Subscriptions	5,200	3,045	3,700	7,808	3,500	4,266	3,500	1,800	5,000	1,500	42.86%	New memberships (Waste Reduction Spec)
76	43920	Training & Education	8,700	1,490	9,200	3,935	9,200	4,057	10,000	994	10,000	0	0.00%	
77	43931	Leachate Disposal	120,000	80,092	120,000	98,626	100,000	61,778	125,000	70,545	132,000	7,000	5.60%	Based on 2023 YTD
78	43933	HHW Disposal	75,000	63,438	75,000	91,563	75,000	54,300	75,000	58,274	80,000	5,000	6.67%	2023 YTD and previous years experience
79	43934	Electronic Disposal	35,000	11,064	35,000	0	25,000	400	25,000	0	25,000	0	0.00%	
80	43939	Other Coll/Disp Contracts	117,450	87,320	117,450	113,127	120,000	83,610	121,000	43,542	107,050	(13,950)	-11.53%	Based on previous years exp & 2023 YTD
81	43941	Freon Recovery Processing Fee	3,500	3,100	3,500	4,490	3,500	18,163	3,500	2,900	5,000	1,500	42.86%	Based on previous years experience
82	43942	Hauling Contract	175,000	173,930	176,100	183,877	177,900	147,503	172,000	115,614	181,000	9,000	5.23%	Contractual price increase
83	43943	Hauling Glass	44,000	33,989	44,000	35,491	40,000	36,700	42,000	22,998	30,000	(12,000)	-28.57%	Hauling to local facility instead of Indy
84	43945	Waste Tire Processing	1,000	0	1,000	999	6,000	0	6,000	2,921	2,000	(4,000)	-66.67%	Based on previous years exp & 2023 YTD
85	43950	Stormwater Fees	2,100	1,403	1,500	409	500	409	500	409	500	0	0.00%	
86	43960	Recycling Expense	73,000	26,840	73,000	49,365	73,000	51,816	72,500	38,913	55,000	(17,500)	-24.14%	Based on previous years exp
87	43970	Licenses & Permits	1,175	638	1,175	695	1,175	695	1,200	1,214	1,300	100	8.33%	
89	TOTAL Services and Charges		1,218,909	855,527	1,228,075	1,094,710	1,238,125	835,417	1,254,400	666,616	1,297,050	42,650	3.40%	
90														
91	40s: Capital Outlays													
93	44220	Building Improvement												
94	44390	Other Improvements	10,000		10,000	10,000	10,000	0	10,000		10,000	0	0.00%	
95	44420	Office Equipment										0		
96	44430	Computer Equipment Purchases		5,110			1,200	0	1,500	2,710		(1,500)	-100.00%	Laptop for outreach position
97	44440	Vehicle Purchases	35,000	34,386			20,000	0	0			0		
98	44450	Machinery & Equip Purchases/Lease				-34,386						0		
99	44590	Other Capital--MRF								3,940		0		
100	44999	Cum Capital Transfer										0		
102	TOTAL Capital Outlays		45,000	39,496	10,000	-24,386	31,200	0	11,500	6,650	10,000	(1,500)	-13.04%	
103														
104	TOTAL Expense		2,805,596	2,341,056	2,726,839	2,286,161	2,826,559	2,131,238	2,966,631	1,432,154	3,063,795	97,164	3.28%	
105														

MCSWMD 2023 Operating Budget Status Report

**MONROE
COUNTY SOLID
WASTE
MANAGEMENT
DISTRICT**

Revenue	2023 BUDGET	Year-To-Date As of 6/30/23	% of Budget
31110	County Property Tax	2,094,339	1,186,592 56.7%
31210	Vehicle License Excise Tax	109,458	55,738 50.9%
31230	Commercial Vehicle Excise Tax	8,097	4,249 52.5%
34240	Freon Removal	6,000	2,722 45.4%
34295	Green Business Network	20,000	16,094 80.5%
34310	CESQG Disposal	8,000	6,713 83.9%
34320	Electronics \$20	30,000	11,362 37.9%
34333	Paint Disposal Fee	4,000	3,686 92.2%
34410	Pay per Bag	300,000	122,765 40.9%
36100	Interest	0	40,070 0.0%
36150	Host Fee	300,000	136,801 45.6%
36200	Rental	8,000	6,244 78.1%
37100	Sales of Recycling	0	0.0%
37105	Sale of Glass	12,500	1,653 13.2%
37107	Sale of Metal	60,000	31,987 53.3%
37110	Sale of Oil	0	831 0.0%
37111	Sale of Batteries	1,300	1,263 97.2%
37112	Tire Recycling Fees	5,000	646 12.9%
39600	Refund / Misc Income		6,348
39605	Miscellaneous Income		204
REVENUE TOTAL		2,966,694	1,635,968 55.1%

Personnel Services

41110	Salary Wages	279,009	135,245 48.5%
41120	Hourly Wages	614,100	295,333 48.1%
41130	Overtime	4,750	0 0.0%
41140	Longevity (Dept. 12)	15,465	5,740 37.1%
41310	FICA	56,626	24,907 44.0%
41311	FICA/Medicare	13,243	5,825 44.0%
41320	Unemployment	2,500	1,349 54.0%
41330	Health Insurance	410,000	127,194 31.0%
41132	Wellness Clinic	16,500	4,218 25.6%
41340	Retirement	94,188	45,581 48.4%
PERSONNEL SERVICES TOTAL		1,506,381	645,392 42.8%

SUPPLIES

42190	Office Supplies	6,000	2,704	45.1%
42220	Health & Safety	4,250	1,953	46.0%
42231	Fuel	18,000	7,344	40.8%
42232	Lubricants	250	109	43.6%
42233	Tires & Tubes	1,300	0	0.0%
42239	Other Garage & Motor	100	0	0.0%
42290	General Operating	31,000	9,160	29.5%
42310	Building Material	2,050	0	0.0%
42320	Road Base Material	9,000	0	0.0%
42360	Repair Parts	3,850	0	0.0%
42370	Minor Tools & Equipment	5,000	400	8.0%
42390	Other R & M Supplies	2,900	761	26.2%
42420	Uniforms	2,000	0	0.0%
42490	Other Supplies	13,650	2,887	21.2%
42491	Orange Bag Purchase	95,000	88,178	92.8%
SUPPLIES TOTAL		194,350	113,496	58.4%

OTHER SERVICES & CHARGES

43110	Legal	5,000	2,218	44.4%
43120	Engineering	2,000	601	30.1%
43140	Laboratory	65,000	23,236	35.7%
43180	Consultant	2,500	24,075	963.0%
43190	Other Professional	121,500	55,732	45.9%
43195	Medical Services	2,500	3,659	146.4%
43200	Professional / Social Media	15,000	4,895	32.6%
43210	Telephone	13,000	8,254	63.5%
43220	Postage	2,050	736	35.9%
43230	Travel	1,600	0	0.0%
43240	Freight / Handling	500	209	41.8%
43290	Other Communication	3,500	1,765	50.4%
43310	Printing	2,000	276	13.8%
43320	Media Advertising	20,000	4,331	21.7%
43325	Legal Advertising	1,500	134	8.9%
43410	Worker's Compensation	27,000	24,347	90.2%
43420	Liability	74,000	40,454	54.7%
43510	Electric	35,000	17,721	50.6%
43520	Gas	10,000	4,214	42.1%
43530	Water & Sewer	4,500	1,946	43.2%
43610	Building R & M	18,000	11,219	62.3%
43620	Office Equip R & M	1,250	595	47.6%
43630	Tires & Tube R & M	2,500	0	0.0%
43640	Vehicle R & M	30,000	16,587	55.3%
43650	Machinery & Equip R & M	24,000	8,244	34.4%
43690	Other Repair & Maintenance	12,000	3,247	27.1%
43695	Snow Removal	7,500	1,250	16.7%
43710	Land Rental	9,000	8,869	98.5%
43740	Machinery & Equip Rental	82,800	36,792	44.4%
43790	Other Rental	1,000	503	50.3%

Other Services and Charges (cont.)

43830	Banking Fees	1,000	383	38.3%
43910	Dues & Subscriptions	3,500	1,800	51.4%
43920	Training & Education	10,000	994	9.9%
43931	Leachate Disposal	125,000	70,545	56.4%
43933	HHW Disposal	75,000	58,274	77.7%
43934	Electronic Disposal	25,000	0	0.0%
43939	Other Coll/Disposal Contracts	121,000	43,542	36.0%
43941	Freon Recovery	3,500	2,900	82.9%
43942	Hauling Contracts	172,000	115,614	67.2%
43943	Hauling Glass	42,000	22,998	54.8%
43945	Waste Tire Processing	6,000	2,921	48.7%
43950	Stormwater Fees	500	409	81.8%
43960	Recycling Fees	72,500	38,913	53.7%
43970	License & Permits	1,200	1,214	101.2%

OTHER SERVICES & CHARGES TOTAL 1,254,400 666,616 53.1%

CAPITAL OUTLAY

44210	Building Purchases	0		
44220	Building Improvements	0		
44390	Other Improvements	10,000	0	0.0%
44430	Computer Equipment	1,500	2,710	180.7%
44440	Vehicle Purchase	0	0	
44590	Other Capital Outlay	0	3,940	
44999	Cum Capital Fund	0		

CAPITAL OUTLAY TOTAL 11,500 6,650 57.8%

TOTAL EXPENDITURES 2,966,631 1,432,154 48.3%

	TOTAL REVENUES	2,966,694	1,635,968
minus	TOTAL EXPENDITURES	2,966,631	1,432,154
		63	203,814

MCSWMD

PROPOSED 2024 Debt Service Fund Budget (Fund #8283)

**MONROE
COUNTY SOLID
WASTE
MANAGEMENT
DISTRICT**

Revenue

31110	County Property Tax	\$289,000
31210	Vehicle License Excise Tax	\$15,120
31230	Commercial Vehicle Excise Tax	\$650
34295	Green Business Network	\$0
34310	CESQG Disposal	\$0
34410	Pay per Bag	\$0
34411	Vendor Discount	\$0
36150	Host Fee's	\$0
36200	Rental	\$0
37100	Sales of Recycling	\$0
37105	Sale of Glass	\$0
37107	Sale of Metal	\$0
37110	Sale of Oil	\$0
37111	Sale of Batteries	\$0

REVENUE TOTAL \$304,770

EXPENSE

43810	Principal	\$285,000
43820	Interest	\$19,370
43835	Agency Fee	\$400

EXPENSE TOTAL \$304,770

	TOTAL REVENUES	\$304,770
minus	TOTAL EXPENDITURES	\$304,770
		\$0

MCSWMD

PROPOSED 2024 Cumulative Capital Fund Budget (Fund #1215)

**MONROE COUNTY
SOLID WASTE
MANAGEMENT
DISTRICT**

Beginning Balance	\$45,576
Revenues	
Interest	\$0
Transfer in From Operating	\$0
TOTAL REVENUES	\$0
Expenses	
44210 Building Purchases	\$0
44220 Building Improvements	\$0
44390 Other Improvements	\$0
44590 Other Capital Outlay	\$0
44999 Cum Capital Fund	\$0
TOTAL EXPENDITURES	\$0
TOTAL REVENUES	\$0
minus TOTAL EXPENDITURES	\$0
	\$0
ENDING BALANCE	\$45,576

CAC Monthly Activity Report

Monroe County Solid Waste Management District

Citizen's Advisory Committee

June-July 2023

06/15 Regular Meeting

- Members voted to approve their proposed budget for 2024, including budget requests for supplies, promotional materials, travel, and education that total \$2000. As part of fulfilling statutory requirements to hold two joint meetings annually and to accommodate the 2024 budget process, the CAC will help arrange a joint Board/CAC meeting on either July 13th or 20th.
- CAC members discussed strategic planning for the committee, including adding quarterly educational presentations during CAC meeting and planning field trips.

06/30 District Rebranding Subcommittee Meeting

- District rebranding subcommittee members met to provide feedback proposed logos and discuss preferred design elements. Subcommittee will meet again at next round of proposed logos to further discuss rebranding slogans.

07/04 Monroe County Fair

- Wynia and White, Sr. represented the CAC for the afternoon at the District's booth at the Monroe County Fair.



MEMORANDUM

TO: MCSWMD Board of Directors
DATE: July 7, 2023
FROM: Tom McGlasson Jr.
SUBJECT: July 2023 Administration Department Board Report

General Updates

- District rebranding efforts continue. It is taking longer than we hoped to develop a new logo, but we continue to work with our consulting team to develop a logo we feel adequately represents the District.
- The District had a shared booth at the Monroe County Fair with Monroe County Highway Stormwater program (MS4). A raffle was held with a Rain Barrel and a Compost Bin as prizes.
- Tom McGlasson and Elisa Pokral visited reThink, Inc. in Terre Haute. This nonprofit organization offers many programs and services similar to those of the District. Their facility has a community garden, zero-waste store, and plastic up-cycling shop, and the organization promotes recycling, environmental sustainability, and provides related educational programming.
- Staff is continuing to work with the City of Bloomington department of Economic and Sustainable Development to identify options for continued food waste collection/composting in Monroe County.

Media Summary for June

- Social Media Outreach
 - Social media posts included: Recycle Right; Waste Reduction; Juneteenth Holiday; Composting Workshop; Food Waste; Plastics Recycling.
- Effectv Summary
 - Television advertising: Recycle Right; Climate Challenge; Recycling and Orange Bag Trash; Home Composting; Recycling; Water Quality.
 - Premium Digital Advertising: Patriotism and Recycling; Home Composting.
 - 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; Adopt-A-Road; Compost Bins & Rain Barrels; Electronics; HHW; Tire Disposal; Recycle Right; Recycling and Reuse.
 - WFIU: Feature/interview on Home Composting Workshop.
- Two (2) new videos completed and posted to District YouTube Channel: State of Environmental Stewardship and Sustainable in Monroe County; Tree Seedling Planting.

Education and Outreach Summary for June

- Home Composting Workshop held at District administration building on 6/10/23.
 - MC-IRIS provided information on Jumping Worms.
- Downtown Boys & Girls Club – South Walnut tour and education session: 13 6th & 7th grade students, 1 adult.
- Youth Services Bureau – South Walnut tour and educational session: 5 high school students, 3 adults.

MEMORANDUM

Monroe
County Solid
Waste
Management
District

DATE: 07/06/23
TO: MCSWMD Board of Directors
FROM: Joey Long
SUBJECT: Recycling & Reuse, Hazardous Materials, Rural Recycling Centers Board Report for the month of July 2023.

Recycling & Reuse (04)

- Staff ran a pilot program at the Monroe County fair to recycle plastic bottles.

Green Business Network

- We have restructured and did an internal audit on current truck runs.

Hazardous Materials (05)

- Staff worked with the Monroe County Fair Grounds to switch from fluorescent lights to LED lighting to save energy.

Rural Recycling Centers (06)

- Staff have been working on repairing the parking lots.

2023 Trash and Recycling Tonnage and Pulls

2023 Total Recycling Tons	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals
Cardboard	70.16	58.71	66.05	63.47	66.40								324.79
Mixed Paper/Magazines	15.15	22.43	16.29	13.42	14.91								82.20
Newspaper	0.00	0.00	0.00	0.00	0.00								0.00
Books	0.68	0.00	5.40	4.73	4.05								14.85
Mixed Paper	4.25	0.00	3.85	4.66	5.06								17.82
White Paper	0.00	0.00	0.20	0.20	0.20								0.61
Magazines	4.05	0.00	1.35	1.35	2.25								9.00
Scrap/Steel - BIM	22.29	16.34	17.80	23.16	21.00								100.59
Scrap/Steel - JB	5.85	4.08	4.00	5.56	9.51								28.99
Glass	47.27	28.77	43.54	31.48	34.99								186.05
Plastic 1 - 7	21.27	23.58	24.70	24.10	27.32								120.97
Total	190.97	153.91	183.17	172.12	185.69	0.00	0.00	0.00	0.00	0.00	0.00	0.00	885.86
2023 Recycling Pulls By Location - Republic													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Bethel Ln	9	12	12	15	14								62
Dillman Rd	12	8	12	10	13								55
Ellettsville	16	15	18	17	16								82
Main Recycling Center	18	17	19	17	17								88
Oard Rd.	10	10	10	11	10								51
Total	65	62	71	70	70	0	0	0	0	0	0	0	338
2023 Recycling Pulls By Location - K & S													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Bethel Ln - Glass	2	1	2	2	2								9
Dillman Rd - Glass	1	1	1	0	1								4
Ellettsville - Glass	2	0	2	1	1								6
Main Recycling Center - Glass	2	3	2	2	2								11
Trailer Loads	1	0	1	1	1								4
Oard Rd. - Glass	1	1	1	1	1								5
Total	9	6	9	7	8	0	0	0	0	0	0	0	39
2023 Recycling Tonnage By Location													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Bethel Ln	26.33	24.23	25.75	29.22	34.76								140.29
Dillman Rd	34.82	21.53	31.00	20.88	29.84								138.06
Ellettsville	48.31	26.76	44.91	34.83	35.14								189.95
Main Recycling Center	55.20	58.51	52.83	55.50	52.78								274.81
Trailer Loads	8.98	0.00	10.85	10.94	11.57								42.32
Oard Rd.	17.34	22.88	17.83	20.75	21.61								100.41
Total	190.97	153.91	183.17	172.12	185.69	0.00	0.00	0.00	0.00	0.00	0.00	0.00	885.86

2023 Trash and Recycling Tonnage and Pulls

2023 Trash Pulls By Location	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Bethel Ln	8	8	9	8	9								42
Dillman Rd	9	8	9	8	10								44
Ellettsville	9	9	10	8	9								45
Main Recycling Center	1	0	1	1	1								4
Oard Rd.	9	8	9	8	9								43
Total	36	33	38	33	38	0	0	0	0	0	0	0	178
2023 Trash Tonnage By Location	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Bethel Ln	36.59	26.54	28.88	29.22	35.50								156.73
Dillman Rd	42.74	31.83	37.13	34.64	44.61								190.95
Ellettsville	47.55	37.41	41.16	40.21	47.97								214.30
Main Recycling Center	1.59	0.00	2.18	2.35	2.68								8.80
Oard Rd.	31.47	27.31	28.83	26.53	34.83								148.97
Total	159.94	123.09	138.18	132.95	165.59	0.00	0.00	0.00	0.00	0.00	0.00	0.00	719.75
2023 Bulky Pulls By Location	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Bethel Ln	3	1	4	4	1								13
Dillman Rd	3	3	3	3	3								15
Ellettsville	3	4	2	4	5								18
Oard Rd.	3	3	4	4	3								17
Total	12	11	13	15	12	0	0	0	0	0	0	0	63
2023 Bulky Tonnage By Location	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Bethel Ln	5.84	1.22	6.17	5.66	3.51								22.40
Dillman Rd	3.74	5.33	4.65	6.28	5.21								25.21
Ellettsville	11.03	7.49	5.03	18.01	14.35								55.91
Oard Rd.	4.00	3.81	5.44	7.39	7.43								28.07
Total	24.61	17.85	21.29	37.34	30.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	131.59

MEMORANDUM

Monroe
County Solid
Waste
Management
District

DATE: July 13, 2023
TO: MCSWMD Board of Directors
FROM: Lee Paulsen
SUBJECT: Landfill and Environmental Compliance June 2023 Board Report

Landfill June 2023:

- ◆ The NPDES Discharge Monitoring Report (DMR) and IDEM Monthly Monitoring Report (MMR) for June 2023 will be submitted prior to the July 28, 2023 deadline.
- ◆ The NPDES Discharge Monitoring Report (DMR) and IDEM Monthly Monitoring Report (MMR) for May 2023 was prepared and submitted by Lee Paulsen on 6-2-2023. There were no exceedances or violations.
- ◆ We drained and cleaned the leachate collection pond of its sludge and biological material. We cleaned the pond on June 5, 7, 8, 9, 12, 13, 14 and 15. All the material and water was transported and disposed to Ellettsville Waste Water Treatment Plant.
- ◆ Submitted the NPDES permit renewal for the leachate treatment plant at the landfill on June 22, 2023.
- ◆ Submitted the Waste Tire Transportation permit June 22, 2023.
- ◆ Leachate production is available on the next page.

Environmental Compliance June 2023:

- ◆ Eight (8) new Environmental Compliance Cases were reported for the month of June 2023.
 - Six (6) Case were Substantiated, Two (2) were Unsubstantiated, Five (5) roadside cases, One (1) Illegal Burns, Two (2) private property cases. Six (6)) are closed and Two (2) are still open and pending.
 - May 2023: 0 lbs. trash removed from the roadsides, zero (0) needles, and three (3) tires and zero (0) on rims were removed from the side of the roads. Things removed from the sides of the road were all metal based and put into the metal recycling at 3400 S. Walnut.
- ◆ There are currently sixty-three (63) open environmental compliance cases.
- ◆ Total for 2023:
 - 156 total cases. 3 Illegal burns; 46 cases at private properties; 98 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-three (63) 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 June 2023:

- ◆ For the month of June 2023, there were Eight (8) Adopt-A-Road clean-up completed.
 - In memory of James Lee Marvin Koch; Boltinghouse Road, Between Old 37 North to E. Earl Young Rd.
 - Berry Global; N. Loesch Rd, Between Profile Parkway and W. Vernal Pike
 - Trinity Reformed Church; Endwright Road, Between W Airport Rd and W Gifford Rd
 - Ivy Tech; Daniels Way, Whole Road
 - Friends of Weimer Road; Weimer Road, Between Tapp Rd and Wapahani Park
 - IU Maurer School of Law; East Cottage Grove, Between North Walnut St. and North Woodlawn
 - Community Clean-up; Whisnand Rd.
 - Community clean-up; Moores Creek Rd.
- ◆ For the month of June 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 June 2023 approximately 180 lbs. of trash and 20 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:**
 - 53 clean-ups.
 - 2820 lbs. of trash.
 - 540 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		Jan. '23	Feb. '23	March '23	April '23	May '23	June '23	Total
Temp (° F)	High	63	74	79	87	88	96	
	Low	11	12	12	21	37	42	
	Avg	37	41	42	52	64	70	
Total Gallons Generated	Hauled Dillman	0	0	0	0	0	0	0
	Hauled Ellettsville	530,000	339,000	292,000	109,000	0	478,000	1,748,000
	Treated	303,425	392,273	631,550	571,869	350,619	0	2,249,736
	Total	833,425	731,273	923,550	680,869	350,619	478,000	3,997,736
Precipitation (in)		3.99	2.94	7.19	3.90	3.43	3.64	25.09
Hauling Cost Dillman		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Hauling Cost Ellettsville		\$27,835	\$18,748	\$15,784	\$7,378	\$0	\$25,631	\$95,376
Disposal Cost Dillman		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Cost		\$27,835	\$18,748	\$15,784	\$7,378	\$0	\$25,631	\$95,376
Gallons Per Acre Per Day (GPAD):				384.74				

**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		Jan. '22	Feb. '22	March '22	April '22	May '22	June '22	Total
Temp (° F)	High	62	65	78	85	90	93	
	Low	-6	5	14	26	41	51	
	Avg	26	32	45	63	66	73	
Total Gallons Generated	Hauled Dillman	0	0	0	0	0	0	0
	Hauled Ellettsville	333,000	301,400	503,000	119,200	0	50,000	1,306,600
	Treated	457,912	232,219	363,691	466,266	667,086	142,507	2,329,681
	Total	790,912	533,619	866,691	585,466	667,086	192,507	3,636,281
Precipitation (in)		2.49	5.22	5.79	4.71	5.77	2.48	26.46
Hauling Cost Dillman		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Hauling Cost Ellettsville		\$14,256	\$12,904	\$21,532	\$6,618	\$0	\$2,650	\$57,960
Disposal Cost Dillman		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Cost		\$14,256	\$12,904	\$21,532	\$6,618	\$0	\$2,650	\$57,960
Gallons Per Acre Per Day (GPAD):				349.95				

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
Jan. '23	303,425	0	530,000	833,425	\$27,835	\$35,671	\$7,206	\$629
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
June '23	0	0	478,000	478,000	\$25,631	\$25,334	\$0	-\$297
Total	2,249,736	0	1,748,000	3,997,736	\$95,376	\$203,379	\$53,431	\$54,572

* 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