

## **Regular Board Meeting**

### **Wednesday, April 20th, 2022**

#### **Present:**

Chairman Jim Erwin, Tiffany Dunn-Executive Director, Hunter Schelle- Environmental Enforcement Officer, JR Walters, Leslie Morris, Attorney Sam Ed Gibson, Judge Jeff Arey, Mayor Paul Mitchell, Toby Hirscheider.

Absent- Jennifer Hill

#### **Call to Order and Sign In**

The Saline County Regional Solid Waste Management District Regular Board meeting was called to order at 1:15 p.m. after the posted Public Hearing by Chairman Jim Erwin at the Benton City Hall Council Chambers located at 114 South East Street in Benton, Arkansas.

#### **1. Review and Approval of Minutes from February 16<sup>th</sup>, 2022, Meeting**

Chairman Erwin ask if there is any discussion concerning the minutes from February 16<sup>th</sup>, 2022. There is a motion for approval of the minutes made by JR Walters and seconded by Mayor Paul Mitchell. Motion passed. All approve.

#### **2. Review of Financials from February 2022, March 2022: Jordan Woolbright**

Mr. Woolbright reports to the Board the beginning Total Cash and Cash Equivalents of the Bank Account Summary for February of 2022 was \$5,231,006.89 and the ending of the month was \$5,281,198.30. Mr. Woolbright explains that the uptick is due to the royalty payment from Republic Services. Page 2 is the Operations Detail Report that list the totals for February of \$25,257.27 and Page three which supports Page two figures per line item. Page 4 is the listing of the Grant monies for the past 2 months and the total spent for February which is \$8,092. Page 5 supports the figures for the line items of Grant monies spent for February 2022.

Mr. Woolbright reports the start of March 2022 Total Cash and Cash Equivalents was \$5,281,198.30 and the ending balance was \$4,633,623.73. Mr. Woolbright explains that the drop in total was due to the purchase of the new building. Page 2 is the Operations Detail Report for the month of March that has the totals of expenditures of \$25,873.15 and Page 3 gives the details for those transactions for the month of March. Page 4 is the Grant report for the month of March with a total spent of \$8,851.00. Page 5 is the listing of the Account Transactions for the month of March 2022.

Motion to approve by JR Walters, seconded by Judge Jeff Arey, all in favor to approve.

#### **3. Inter-District Tire Update: Leslie Morris**

Ms. Morris informs the Board that there has been a total of 206, 890 tires collected within the Inter-District Tire counties. With that being said there has been a total reimbursement of \$432,400 dollars for the tires that have been collected. Ms. Morris explains to the board that the Extra-Large Tire program will more than likely be canceled, being as DEQ explained it was originally made to cover a back log of

Extra-Large Tires across the state and that preparation was not made for this program to cover the mass amount of extra tires that have been coming in.

**4. Environmental Enforcement Update-Hunter Schelle**

Officer Schelle explains to the Board that over this reporting period there had been 14 cases worked with a total of 0 open cases. He also states that there have been 1,083 tires with five manifests that have been collected at the landfill. Officer Schelle explains that there was a total of 13 illegally dumped tires as well as 8.65 tons or 17,300 lbs. that have been disposed of. Officer Schelle explains for the year of 2022 there was a total of 19 illegally dumped tires and a total of 17,500 lbs. cleaned up through the county with a total of 20 cases worked.

**5. Executive Director Update: Tiffany Dunn**

**a.) Marketing and Education Report**

Ms. Dunn informs the board that we have recently had our April 2<sup>nd</sup> household hazardous waste drop off event that had E-Waste tied with it at the CTS Facility located off River Street in Benton. For the event we had around 115 cars come through with a total of 44 Household Hazardous Waste coupons redeemed. Ms. Dunn explains this is still a somewhat low number, but we are expecting this number to increase over time. She also explains that Earth Day is coming up and that the schools will be participating all week in promoting recycling. Ms. Dunn would also like to update the Board over the Legislative Audit that we have been going through. She does inform the board that this was not random that in 2018 the state decided to start doing Audits on all Solid Waste Districts and this just so happen to be our year for the Audit. She explains that going through the Audit they have made some suggestions to change but that the District should be able to take care of those changes accordingly. Ms. Dunn informs the Board of our current building update; she explains that Mr. Jones says they will be completely out of the office as of April 29<sup>th</sup> which will then allow us to start our moving process on May 2<sup>nd</sup> which will also be the date that we have all the utilities moved to the new building. Ms. Dunn informs the board that she has asked for two-week lease extension on our current office to allow time to get everything moved from one office to the other. She also explains to the board that we are currently looking at new phone systems for the district being the fact that we will need more functions for the phone system. Ms. Dunn requests for the board to approve the two-week extension of the lease that will cost \$630.00 dollars. Motion to approve made by Judge Arey, seconded by Ms. Toby Hirscheider. All In Favor.

**b.) Landfill Coupon Program**

Ms. Dunn relays to the board that a total of 2,784 coupons have been sold this year and that is 1,392 homes that have received coupons. Of the 2,784 coupons sold there has been a 29% redeemed rate at the landfill from coupons that have been sold this year. Ms. Dunn reports that there has been \$13,940.00 collected from coupon sales for the year. Ms. Dunn also reports that there have been 690,640 pounds disposed at the landfill using the coupons.

**c.) Recycling Report**

Ms. Dunn explains that so far, we have collected 7,565 pounds of paper and cardboard from our non-profits. Ms. Dunn informs the board that there has been 16,642 pounds collected of E-waste, and that there has been 8,770 pounds of paper and cardboard collected from our schools. She also explains

that there has been a total of 5,052 pounds of HHW collected as well. Ms. Dunn explains to the board with these totals, that makes the total amount recycled for the year 38,029 pounds.

## 6. New Business

Ms. Dunn informs the board that the first thing on the agenda for New Business will be the approval of Resolution 1 of 2022 which will be the Waste Hauler Licensing Rule Update.

Motion to Approve by Mayor Paul Mitchell, seconded by Judge Arey, all Approve.

Ms. Dunn informs the Second item will be Resolution 2 of 2022 that entails the change of the Personnel Policy Manual to add the Take Home Vehicle Employee Benefit. She explains that she has

Included this because it has been brought to our attention that other Solid Waste Districts offer an employee benefit of a take home vehicle, and that she would like to do this update to the Policy Manual to include this benefit for the EEO. She informs the Board that the details are listed in how the Policy will work in resolution 2 of 2022 and what would be included in the change.

Motion to Approve by Judge Arey, seconded by Mayor Paul Mitchell, All Approve.

Ms. Dunn explains that next on the list will be the request to work with Black, Corley, Owens, and Huges Architects to work on the plans and adjustment needing to be made to the new office. She informs the board that the packet does include the first invoice given to us for measurements and changes to be done to the building. She explains that we plan to make modifications in a two-part process, which the first would be the paint on the inside of the new office as well as trying to get new signage added to replace the Jones Heating and Air signs. The second part will be the changing of the older side building to create a board room/ training room. Ms. Dunn requests the Board approve to work with Black, Corley, Owens, and Hughes Architects as well as the Board to approve the remaining funds left from the building purchase to use for improvements to the building.

Motion to Approve by Judge Arey, Seconded by Mayor Paul Mitchell, All Approve.

Ms. Dunn informs the board that next on the list will be the Approval to use Promotional Idea's Services. She explains that it has be brought to us by the State Audit that we need a formal approval from the Board to continue using the services since it is a company owned by the spouse of a Board Member. She informs the board that this is a company we use for our promotional items for our events. Chairman Jim Erwin removes himself from the vote due to conflict of Interest. Ms. Toby Hirscheider makes the motion to approve, seconded by Judge Arey, All Approve.

Ms. Dunn explains the last item on the New Business List will be that of the Republic Services Contract for Recycling at the Schools. She informs the board that the updated contract is located in the Board packet with the changes being made for 2022 of an increase of \$10.00 per recycling dumpster located at the schools. She explains that the cost of this recycling being offered is paid from our ACT 1333 Grant Money.

Motion to Approve made by Mayor Paul Mitchell, Seconded by Ms. Toby Hirscheider, All Approve.

7. **Old Business**

No old Business currently.

8. **Public Comments**

Mr. Terry Sligh from DEQ introduces himself, as well as informs the board of a Program called the Brownfield Program. He explains that this allows city and state agencies to have site assessments done through this program before making the official purchase of properties.

Motion made to adjourn by Jim Erwin and seconded by Mayor Paul Mitchell.  
Motion passed.