

BOARD OF DIRECTORS MEETING

November 22, 2013

9:00 a.m.

Don Hill County Administration Bldg
20 S. Second St., Newark

Steve Davis, chair, called the meeting to order at 9:00 a.m.

ATTENDANCE

Attending: Tim Bubb, Duane Flowers, David Freriks, Mike Kiger, Curtis Lee, Dave Levacy, Jim O'Brien, Dane Shryock, Doug Smith and Steve Davis.

Not attending: Gary Fischer, Ed Keister

ADDITION TO AGENDA

Licking County requested that consideration be given to disposal of recycling equipment under New Business. The Board was in favor of adding that to the agenda.

APPROVAL OF MINUTES

Motion to approve the minutes from September 27, 2013 Board meeting as submitted was made by Mike Kiger and seconded by Curtis Lee. Motion carried without opposition.

COORDINATOR REPORT

Treasurer's Report – Carol advised the Board that the final payments had been made on 2013 contracts, with a few withheld because sufficient funds remained in contractors' accounts to finish out the year. Balance in the fund at the end of October was \$4,414,313.72. Tim Bubb made a motion to approve the treasurer's reports as presented. Dave Freriks seconded the motion. The motion carried without opposition.

OLD BUSINESS

LICKING COUNTY 2014 FUNDING

Licking County submitted a request for \$170,614.30 for Education and Outreach, and \$176,950.35 for Residential/Institutional Recycling. Carol Philipps informed the Board that the requests are a legal use of funds, conform to the district contract requirements, and that Licking County has sufficient funds available to cover both requests. Dave Levacy made a motion to approve both requests as specified in the application within the guidelines of the district's contract program, waiving the audit required under ORC 9.233 (B)(1). The motion was

seconded by Tim Bubb. Those voting yes were: Tim Bubb, Duane Flowers, Dave Freriks, Mike Kiger, Curtis Lee, Dave Levacy, Jim O'Brien, Dane Shryock, and Doug Smith. Motion carried unanimously.

NEW BUSINESS

2014 FINAL BUDGET

Carol Philipps presented the final version of the 2014 Budget containing new appropriations for 2014 contracts, including those from Licking County just approved under Old Business. Duane Flowers moved to approve the budget as submitted, seconded by Mike Kiger. Mike Kiger asked for highlights of changes from last year's budget, which differences the Coordinator listed. Chairman Davis mentioned that there will be a later discussion on staff evaluations and that approving this budget does not commit the Board to spending exactly as presented here. A roll vote was taken. Those voting yes were: Duane Flowers, Dave Freriks, Mike Kiger, Curtis Lee, Dave Levacy, Jim O'Brien, Dane Shryock, and Doug Smith. Motion carried unanimously.

Secretary's Note: Tim Bubb left at this time, quorum maintained.

EQUIPMENT DISPOSITION

A request has been received from Licking County to dispose of recycling equipment that is no longer needed due to the service contract with Rumpke. Consistent with district requirements, the equipment was first offered to the three other member counties for their recycling programs. The group presented a list of equipment to the Board, dividing the containers, trailers and one truck between the counties. A question was asked about the truck being transferred to Coshocton County, and its condition. Lindsey Grimm stated that the truck has flaws (including an oil leak) but that it is usable. Motion by Duane Flowers to approve the transfer as presented, seconded by Dane Shryock. The motion carried unanimously.

PUBLIC COMMENT

Patty Bratton (Fairfield County Recycling) thanked the Board for the equipment.

Jeff Wherley (Coshocton County Recycling and Litter) thanked the Board for the equipment.

Matt Reed (Perry County Recycling & Litter) thanked the Board for the equipment.

Lindsey Grimm (Licking County Recycling and Litter) thanked the Board for their 2014 funding and for approving the disposal of equipment.

EXECUTIVE SESSION

Motion was made by Doug Smith to enter into Executive Session for the purpose of discussing personnel. Second was made by Dave Levacy. Motion carried without opposition. Board entered into executive session at 9:25.

Motion was made by Dave Levacy to exit executive session at 10:35, seconded by Dane Shryock. Roll vote was taken. Those voting yes were: Duane Flowers, Dave Freriks, Mike Kiger, Curtis Lee, Dave Levacy, Jim O'Brien, Dane Shryock and Doug Smith.

The Board has been informed that an oversight in payroll back in 1992 resulted in the Coordinator not being paid for the first seven days of service. Two days were corrected previously, leaving five days still unpaid. Steve Davis and Carol Philipps met with Connie Guthrie in the auditor's office to discuss the best way to resolve this and all agreed that paying \$750 non-earned salary to the coordinator as total compensation was fair and equitable without overly burdening staff to mathematically calculate the exact amount due. Motion by Doug Smith to accept that solution, second was made by Dave Freriks. Roll vote was taken. Those voting yes were: Duane Flowers, Dave Freriks, Mike Kiger, Curtis Lee, Dave Levacy, Jim O'Brien, Dane Shryock and Doug Smith.

Duane Flowers moved to approve the upgrade of both staff positions with new job descriptions that include updating the solid waste management plan without consultant assistance, seconded by Mike Kiger. The Coordinator will be upgraded to Executive Director and the Administrative Assistant will be upgraded to Assistant Director, both upgrades effective January 1, 2014. Roll vote was taken. Those voting yes were: Duane Flowers, Dave Freriks, Mike Kiger, Curtis Lee, Dave Levacy, Jim O'Brien, Dane Shryock and Doug Smith.

Jim O'Brien made a motion that the compensation for the Assistant Director be set at 4% over current salary, seconded by Mike Kiger. Roll vote was taken. Those voting yes were: Duane Flowers, Dave Freriks, Mike Kiger, Curtis Lee, Dave Levacy, Jim O'Brien, Dane Shryock and Doug Smith.

Jim O'Brien made a motion that the compensation for the Executive Director be set at 8% over current salary, seconded by Duane Flowers. Roll vote was taken. Those voting yes were: Duane Flowers, Dave Freriks, Mike Kiger, Curtis Lee, Dave Levacy, Jim O'Brien, Dane Shryock and Doug Smith.

NEXT MEETING

The next meeting is scheduled for January 24, 2013 at **9:00 a.m. at the Don Hill County Administration Bldg, 20 S. Second Street** in Newark. The meeting will be held in Room A in the basement so that the Policy Committee may also meet that morning.

The meeting adjourned at 10:45 a.m.

Secretary, Carol Philipps

Date Approved