

**MINUTES**  
**Floyd County Solid Waste District**  
**Board of Directors Meeting**  
**September 17, 2024**

**Call to Order and Roll Call**

Meeting called to order at 4:30 p.m. by Jason Sharp

**Present**

Jason Sharp, John Schellenberger, Al Knable, Brandon Hopf, Adam Dickey;  
Brad Striegel joined via video chat

**Absent**

Jeff Gahan

**Attending**

Rick Fox (County Attorney), David Massengill, (Transport Manager) David Watson (Operations Manager), Scott Stewart (Director), Kevin Crase (Monroe Shine) David Isaacs (Community Member), Judge Cody and Peggy Cody (Community Members), Christi Stewart (spouse of Mr. Stewart), Ellen Kelley (Community Member), Tim Harbison (Community Member).

**Approval of Minutes**

Mr. Sharp called for a motion to approve the July 16 minutes as submitted. Mr. Schellenberger moved to approve the minutes. Dr. Knable seconded. Mr. Dickey abstained from voting since he was not present at the last meeting. Motion carried without dissent.

**Approval of Claims**

Mr. Sharp called for a motion to approve the August Register of Claims as submitted (which were provisionally approved by the President and Vice President in August). Mr. Dickey moved to approve the August Register of Claims. Mr. Schellenberger seconded. Motion carried without dissent.

**Approval of Claims**

Mr. Sharp called for a motion to approve the September Register of Claims as submitted. Dr. Knable moved to approve the September Register of Claims. Mr. Dickey seconded. Motion carried without dissent.

**Approval of Resolution**

Mr. Sharp called for a motion to approve the Resolution 2024-01 with Amended Exhibit A to include new vendors on the approved vendor list, as submitted in the packet. The purpose of this resolution is to allow Solid Waste to make payments to vendors on the approved list during the off cycle month when there is not a board meeting. Mr. Schellenberger moved a motion to approve the revised vendor list Amended Exhibit A. Dr. Knable seconded. Motion carried without dissent.

**DIRECTOR'S REPORT**

**Marketing & Communications**

- The Website Analytics documented 1100 total users, all new users in August. We believe that the mailbox cards which were mailed out to the neighborhoods helped increase website traffic.
- Education Initiative Status: Laura Riggle and Gina Crone are participating in the 4<sup>th</sup> Grade Extravaganza Recycling lessons at the 4H Fairgrounds with FC Soil & Water Conservation District and Purdue

- Extension on September 18, 19, and 20. RFC has provided water bottles and recycling stickers too all students funded by the RMDP grant.
- FC Parks & Recycle Floyd County (RFC) are co-hosting a recycle camp at Hammersmith Park on September 30 and October 1.
- RFC will participate again this year in the Harvest Homecoming Parade on October 5 with our two newest trucks and trailers.

### Operations & Initiatives

- August Dashboard
  - The August Dashboard in the packet noted 4,302 recycling patrons in August; 144,822 pounds were recorded for the month as well.
  - We had weather closures due to extreme heat August 27-30, closing at noon.
- HHW Update
  - We finally received a reply from INTECH regarding the issues experienced in February, March, and April, responding to our recommendation that the district split the \$10,000 cost of the testing and removal of the unknown substances. INTECH agreed to discount the invoice by 26% down to \$7383.50. We agreed to pay this discounted amount. It was a difficult end to the matter of unknown materials received years ago, even prior to Mary Lou Byerly's arrival in 2011. Going forward, our policy is we will not accept any unknown substances. Further disposal of HHW will be deferred until 2025 and an updated agreement in writing is to be in place with the vendor.
- Purdue Clean Sweep Pesticides Collection in Daviess County.
  - RFC participated for the second year in a row on August 20.
- HHW Partnership
  - RFC joined with FC Stormwater on 9/12/24 to collect HHW to mark Floyd County Stormwater Awareness Week. Stormwater agreed to cover the first \$500 of collected materials. (The newspaper advertisement for this event was included in the board packet which was emailed to the board prior to this meeting).
  - We had our normal HHW collection day on 9/14/24. We still had average attendance on this date.
- IDEM Recycling Market Development Program Grant Implementation
  - This initiative launched on July 16 and focused on five neighborhoods and four hubs (Gary Cavan Park, Loftus Properties, Floyds Knobs Community Club, and Hammersmith Park).
  - New equipment ordered via the grant has been received. This includes:
    - Trailer and Open Top Bin
    - Pro-Tainer Pro-Gravity Recycling Trailer
  - The "Big Tex" Open Top Bin purchased in May is in service.
  - Recall the District's 50% share of the purchases was encumbered at the end of last year.
  - Communications planning for the Community Outreach & Education effort is underway and includes the following:
    - Over 14,000 mailbox cards sent to targeted neighborhoods via Every Door Direct Mail on August 2 and August 5.
    - Text alerts have been established for the five targeted neighborhoods.
    - Facebook Posts have been created for Floyds Knobs, Georgetown and Greenville community pages.
- IDEM Community Recycling Grant Program Implementation (Dave Massengill)
  - Mr. Massengill provided an update on the baler. The baler is now operational. We have modified the position vacated by Jessica Krol (transporter) to prioritize baler operations, but

also encouraging our staff at the Annex, usually two employees, to pitch in with loading the baler to increase the output.

- We have processed 34 bales and our goal is to have 10 bales per week. Our objective is to maximize our revenue via the premium paid by Smurfit Westrock. (Baled cardboard currently earns \$120/ton vs. loose at \$75/ton).
- Prior to the baler installation, our drivers were making trips to Westrock in Louisville approximately two or three times per day. Now we may make one trip per week, as Smurfit Westrock is coming to pick up the baled cardboard.

### **Budget/ Financials**

- Total expenditures YTD at 114.38% (actually closer to 5% given grant-related expenses of \$67,671.32 of which \$33,835.66 is reimbursable by IDEM).
- Line item watch list (actual vs. budget). All have improved except for Repairs & Maintenance.
  - Transporters at 106.44%
  - Repairs & Maintenance at 119.73%, has been ranging 123-128% since May
  - Recycling Services at 88.96%
  - Fuel at 127.04%
- Mr. Stewart introduced Kevin Crase with Monroe Shine Accounting Firm who has been providing our financial reports and processing our payroll. Mr. Crase told the board he has enjoyed the working relationship with Recycle Floyd County, and he is always available if any board member wishes to contact him directly. Mr. Stewart pointed out that having Monroe Shine will prove to be valuable when the State Board of Accounts conducts its next audit.

### **Staffing**

- Doug Taggart has been hired as a baler operator.
- RSVP Volunteers are TBD.
- Since Laura Riggle and Gina Crone are working at the fairgrounds on Wednesday, 9/18, Mr. Stewart will be working at Galena all day Wednesday as an operator. Mr. Striegel had volunteered to also work to help with the recycling efforts, but he is now ill. Mr. Stewart requested if any board member would like to help to please come out to Galena on Wednesday.

### **Partnership Initiatives**

- PC Home Center to receive 300 recycle bins this week, which were funded by the RMDP grant. The survey responses from the neighborhoods indicated the #1 barrier to recycling is not having a bin to participate in recycling. The bins will be used in a promotion program designed to build further participation.

### **Public Input**

- No Comments

### **Board Comments Re: Mr. Stewart's Retirement**

- Board members expressed their appreciation for Mr. Stewart's service over the last 2 years 7 months. Mr. Knable thanked Mr. Stewart for his service and level of professionalism, and stated "we will miss him greatly." Mr. Dickey echoed that sentiment and commented how Mr. Stewart has advanced the mission of solid waste management, and Mr. Dickey appreciated how Mr. Stewart was always available for "a quick 15-minute conversation." Mr. Schellenberger said "we have evolved greatly under Mr. Stewart's leadership; if you look back at previous board meetings, they lasted maybe ten minutes." He

said Mr. Stewart has “taken it to the next level due to his excellent leadership. Our recycling patrons have also noticed the morale of our team under Mr. Stewart’s leadership, and they are excited to come drop off their recycling.” Mr. Striegel said that Mr. Stewart’s “passion for the community has been tremendous and he has learned a lot from Mr. Stewart.” He also agreed Mr. Stewart has taken recycling to the next level and built a great team. Mr. Sharp said how he appreciated that when he was first appointed to Commissioner how Mr. Stewart was the first one to sit down with him and talk, and he appreciates the commitment, saying it was a pleasure working with Mr. Stewart.

Mr. Stewart’s written Director’s Report submitted to the board contained the following highlights from 2022-2024:

### 2022

- 50 by 30 Goal Set.
- Payroll & Financial Reporting Outsourced for greater detail, transparency and reliability.
- Re-Branded Solid Waste Management District to D/B/A Recycle Floyd County.
- Created website (recyclefc.com) and Facebook page.

### 2023

- Capital Purchases
  - Chevy Truck.
  - Big Tex Open Top Bin and Trailer (funded in part by Caesars Foundation Grant).
  - Utility Building Expansion to accommodate baler (funded by recapture of unappropriated funds).
  - Forklift (funded by recapture of unappropriated funds).
- Marketing & Communications
  - Establishment of in-school recycling education targeting 4<sup>th</sup> Graders.
  - News & Tribune Page One feature on Recycle Floyd County.
  - 2 Trucks/Trailers participated in Harvest Homecoming Parade.
  - Staffed recycling education booth at Purdue Pollinator Day.
  - Produced Annual Report outlining financial and operational results.
  - Partnered with WaterStep to collect old shoes to support the provision of clean water to developing countries.
- Operations
  - Participated in Purdue Clean Sweep Pesticide Recovery Program.
  - 3 team members attended Household Hazardous Waste Tash Force HHW training program in Noblesville.
  - Funded new signage for the Annex and Galena; landscaping for the Annex.
    - Dedicated old HHW shed to long-time teammate Dorothy upon her retirement.
  - Expanded mechanical shed to accommodate CRGP-funded baler to facilitate increase in higher value baled corrugated cardboard.
  - Purchased a used forklift.
  - Reduced e-recycling expense by switching to River Metals.
- Staffing
  - Modified transporter role to create Transportation Manager (Full Time @ 30 hours/week).
  - Modified operator to create Educator role (Full Time @ 30 hours/week).

- Grants
  - Successfully applied for Caesars Foundation of Floyd County (\$5,000) for purchase of trailer.
  - Successfully applied for IDEM Recycle Market Development Grant (\$52,255).
  - Successfully applied for IDEM Community Recycling Grant Program (\$30,000) for purchase of baler and in-school materials.

## 2024

- Capital Purchases
  - Big Tex Open Top Bin (funded by IDEM Recycle Market Development Grant).
  - Pro-Tainer Open Top Bin (funded by IDEM Recycle Market Development Grant).
- Marketing & Communications
  - Launch Recycle Market Development Program (RMDP) to expand access to recycling via neighborhood connections.
    - Neighborhoods/HUBS Served
    - Mail Box Card
    - Text Alerts established
    - Signage created for neighborhoods and Hubs
    - Neighborhood and Community Facebook sites targeted
    - 18-GAL Recycling tote/bin promotion planned for late September (300 ordered)
    - News & Tribune coverage (September)
    - Partnered with Soil & Water Conservation District and Purdue Extension Center for 4<sup>th</sup> Grade Extravaganza
    - Will partner with Floyd County Parks for Environmental Education at Hammersmith Park 9/30-10/1
- Operations
  - Sited 500-gallon fuel tank to reduce trips to county garage for vehicle fueling.
  - Re-located HHW container from West 8<sup>th</sup> Street to Annex for improved HHW Management and Security.
  - Participated in Purdue's Clean Sweep Program for no-cost disposal of pesticides.
  - Modified former HHW shed into mechanical/tool shed allowing for on-site vehicle maintenance.
  - Relocation of recycling trailers on the center island at the Annex vastly improved operation efficiency and other steps to enhance overall appearance of the site.
  - Initiated baling of corrugated (OCC) boxes to maximize revenue vs. loose OCC.
  - Partnered with Floyd County Storm Water to host special HHW collection day marking Storm Water Awareness Week.
- Staffing
  - Modified Transporter position to Baler Operator.
  - Maintained head-count at 14 or less, with 70%+ part-time.

## BEST RESULT

Creating and nurturing a small yet exceptional team which has earned the respect and admiration of Floyd County's recyclers.

**2025 & Beyond**

- Resend mail box card with updated schedule for 2025 (should hit boxes January 3).
- Successfully complete RMDP Neighborhood initiative (scheduled through June 2025).
- Successfully complete CRGP in-school education initiative (scheduled through May 2025).
- File all required reports/updates to IDEM.
- Assess HHW and E-Recycling price lists for possible adjustment.
- Create a long-term location strategy for the drop-off center and sustainable funding for operations.
- Provide our team with running water and proper restroom facilities.

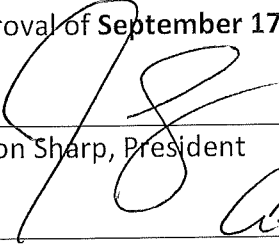
**Adjournment**

At Mr. Sharp's request, Mr. Schellenberger moved to adjourn at 5:00 p.m., and Dr. Knable seconded. All approved. Motion carried, meeting adjourned, and the board entered into Executive Session.

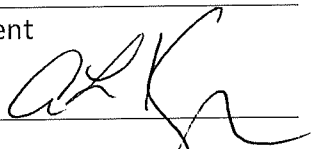
**NEXT BOARD MEETING: November 19, 2024 at 4:30 p.m.-5:00 p.m.**

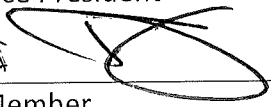
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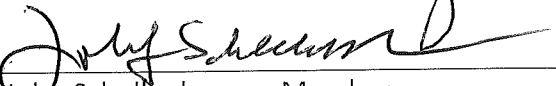
Approval of **September 17, 2024** Minutes, Solid Waste District Board of Directors Meeting:

  
\_\_\_\_\_  
Jason Sharp, President

  
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Brad Striegel, Vice President

  
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Al Knable, Member

  
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Adam Dickey, Member

  
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John Schellenberger, Member

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Brandon Hopf, Member

  
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Attest: Scott Stewart, Director