

Southeast Berrien County Landfill Authority

Regular Board Meeting Minutes: Wednesday, December 19, 2018
3200 Chamberlain Rd, Buchanan, MI

- Call to Order: Gordon called the meeting to order at 5:30 p.m.
- Pledge of Allegiance was recited.
- Roll Call taken by Angie Cole

Board Members Present:

Bertrand Township: David Kuhn, Dave Zelmer

Buchanan City: Dale Toerne, J.T. Adkerson

Buchanan Township: Malinda Cole-Crocker, Sheila Reitz

Niles City: Derek Gordon, Bill Weimer

Niles Charter Township: Dan Pulaski

Others Present:

SEBC Landfill Bookkeeper: Carol Neary

SEBC Landfill General Manager: Tyler Ganus

SEBC Landfill Operations Supervisor: Travis Keefer

SEBC Landfill Finance Manager: Richard Simon

Note Taker: Angie Cole

Others: Two

Absent: Herschel Hoese

Tardy: None

- Consent Calendar

#01-12/18

Approve Agenda:

Zelmer motioned to approve the agenda of December 19, 2018 as presented. Toerne seconded the motion.

Voice Vote: Unanimous

Motion Carried (9-0)

#02-12/18

November 20, 2018 Regular Meeting Minutes:

Cole-Crocker motioned to approve the November 20, 2018 regular board minutes as presented. Weimer seconded the motion.

Roll Call Vote Ayes: Zelmer, Reitz, Kuhn, Pulaski, Toerne, Adkerson,
Gordon, Weimer, Cole-Crocker

Nays: None

Motion Carried (9-0)

- **Siegfried & Crandall, PC**

2017-2018 Fiscal Year Audit: Dan from Siegfried & Crandall presented a summary of the 2017-2018 audit. The overall audit was in very good standing. Dan covered recommendations. Dan commended Richard Simons on great financial accounting.

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03-12/18

Cole-Crocker motioned to approve the audit of 2017-2018 as presented by Siegfried & Crandall, PC. Zelmer seconded the motion.

Roll Call Vote Ayes: Gordon, Weimer, Adkerson, Reitz, Cole-Crocker, Kuhn, Zelmer, Toerne, Pulaski

Nays: None.

Motion Carried (9-0)

- **Finance Committee Meeting December 14, 2018**

Cole-Crocker summarized the finance committee meeting of December 14, 2018 and presented the following to the board members for approval:

#04-12/18

Cole-Crocker motioned to approve the balance sheet of November 30, 2018 as presented. Weimer seconded the motion.

Roll Call Vote Ayes: Adkerson, Zelmer, Weimer, Gordon, Kuhn, Pulaski, Toerne, Reitz, Cole-Crocker

Nays: None

Motion Carried (9-0)

#05-12/18

Cole-Crocker motioned to approve the income statement for November 30, 2018 as presented. Seconded by Weimer.

Roll Call Vote Ayes: Cole-Crocker, Kuhn, Toerne, Gordon, Pulaski, Reitz, Adkerson, Weimer, Zelmer.

Nays: None.

Motion Carried. (9-0)

#06-12/18

Cole-Crocker motioned to approve the check registers of November 30 and December 10, 2018. Seconded by Zelmer.

Roll Call Vote Ayes: Toerne, Reitz, Pulaski, Gordon, Zelmer, Kuhn, Cole-Crocker, Weimer, Adkerson

Nays: None.

Motion Carried. (9-0)

- **Operations Committee December 14, 2018:**

Pulaski summarized the operations committee meeting of December 14, 2018 and presented the following for board approval.

#07-12/18

Pulaski motioned to recognize Ganus has achieved his goal on his target list for tonnage reduction. Reitz seconded the motion.

Roll Call Vote Ayes: Gordon, Weimer, Adkerson, Reitz, Cole-Crocker, Kuhn, Zelmer, Toerne, Pulaski

Nays: None.

Motion Carried. (9-0)

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#08-12/18

Pulaski motioned to approve the repairs for the D6 dozer tracks according to the quote from AIS Construction Equipment proposal ADE00524 in the amount not to exceed \$11,718.00. Weimer seconded the motion.

Roll Call Vote Ayes: Weimer, Pulaski, Adkerson, Reitz, Cole-Crocker, Kuhn, Zelmer, Toerne, Gordon

Nays: None.

Motion Carried. (9-0)

- **Executive Committee Meeting December 14, 2018:**

Gordon summarized the executive committee meeting of December 14, 2018 and presented the following for board approval.

#09-12/18

Gordon motioned to approve the bonus payment to the General Manager, Tyler Ganus in the amount of \$12,750.00. Cole-Crocker seconded the motion.

Roll Call Vote Ayes: Reitz, Adkerson, Zelmer, Kuhn, Cole-Crocker, Weimer, Gordon, Pulaski, Toerne

Nays: None.

Motion Carried. (9-0)

- **Executive Committee Meeting December 17, 2018:**

Gordon summarized the executive committee meeting of December 17, 2018. Everyone that was present reviewed closed meeting minutes. Gordon advised the general manager has discretion on all employee schedules.

- **Policy Committee – Did Not Meet**

- **Human Resource Committee December 14, 2018:**

Reitz summarized the human resource committee meeting of December 14, 2018 and submitted the following for approval.

#10-12/18

Reitz motioned to continue with the current Dental/Vision and Life Insurance and Short-Term Disability plans for the Landfill employees.

Weimer seconded the motion.

Roll Call Vote: Kuhn, Pulaski, Zelmer, Cole-Crocker, Weimer, Reitz, Gordon, Adkerson, Toerne

Nays: Hoese

Motion Carried. (9-0)

- **Alternate Energy Committee-Did Not Meet**

- **Hiring Committee Meetings December 14, 2018**

Gordon summarized the hiring committee meeting of December 14, 2018 and presented the following to the board for approval:

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#11-12/18

Gordon motioned to change the open position from a Manager to a Coordinator. Zelmer seconded the motion.

Roll Call Vote: Adkerson, Zelmer, Weimer, Gordon, Kuhn, Pulaski, Toerne, Reitz, Cole-Crocker

Nays: Hoese

Motion Carried. (9-0)

- **Unfinished Business:** None.
- **New Business:** None.
- **General Manager's Comments:** Updated the board on upcoming meetings he will be attending.
- **Public Comment** A representative from Himco inquired on rates with the Landfill and future business.
- **Adjournment**
Adjournment at 6:24 p.m.

Respectfully

Angie Cole
Note Taker

Minutes approved by Secretary January 16, 2019

Malinda Cole-Crocker, Secretary