

# **Southeast Berrien County Landfill Authority**

Regular Board Meeting Minutes: Wednesday, March 20, 2019  
3200 Chamberlain Rd, Buchanan, MI

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

## Board Members Present:

Bertrand Township: David Kuhn, Dave Zelmer  
Buchanan City: J.T. Adkerson, Dale Toerne  
Buchanan Township: Malinda Cole-Crocker, Sheila Reitz  
Niles City: Derek Gordon, Bill Weimer  
Niles Charter Township: Dan Pulaski, Herschel Hoese

## 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  
SEBC Landfill Environmental Coordinator: Ryan Westling  
Note Taker: Rachel Plank

Others: None  
Absent: None  
Tardy: None

## **Consent Calendar**

- Approve Agenda
- Approve February 20, 2019 Regular Board Meeting Notes
- Approve February 26, 2019 Special Board Meeting Notes
- Approve March 4, 2019 Special Board Meeting Notes

## **#01-03/20**

### Approve Consent Calendar:

Reitz motioned to approve the Consent Calendar for March 20, 2018.  
Toerne seconded the motion.

Voice Vote: Unanimous

Motion Carried (10-0)

- **Finance Committee Meeting March 15, 2019**

Cole-Crocker summarized the finance committee meeting of March 15, 2019 and presented the following to the board members for approval:

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## **#02-03/20**

Cole-Crocker motioned to approve the balance sheet of February 28, 2019 as presented. Weimer seconded the motion.

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

Nays: None

Motion Carried (10-0)

## **#03-03/20**

Cole-Crocker motioned to approve the income statement for February 28, 2019 as presented. Seconded by Toerne

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

Nays: None.

Motion Carried. (10-0)

## **#04-03/20**

Cole-Crocker motioned to approve the check registers of February 25 and March 11, 2019. Seconded by Reitz.

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

Nays: None.

Motion Carried. (10-0)

## **Operations Committee March 15, 2019:**

Pulaski summarized the operations committee meeting of March 15, 2019 and presented the following for board approval.

- Discussion regarding new transmission for roll off truck.

## **#05-03/20**

Pulaski motioned to purchase a transmission for Rolloff truck #410 according to quote #745541 from Weller Truck Parts in the amount of \$8,566.73 (\$8,873.43 less sales tax of \$306.70) and quote dated 3/6/2019 for labor from M&K Truck Center in the amount of \$3,983.79. Seconded by Weimer.

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

Nays: None.

Motion Carried. (10-0)

## **Executive Committee March 15, 2019**

Gordon summarized the executive committee meeting of March 15, 2019.

- Discussion regarding Quarterly review of General Manager
- Discussion regarding merit raise for Richard Simon.

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## **#06-03/20**

Gordon motioned for a 5% raise to Richard Simon, Accounting Manager Effective April 1, 2019. Cole-Crocker seconded.

- Roll Call Vote Ayes: Hoese, Toerne, Reitz, Pulaski, Gordon, Zelmer, Kuhn, Cole-Crocker, Weimer, Adkerson.
- Nays: None. Motion Carried. (10-0)

- **Policy Committee – Did Not Meet**
- **Human Resource Committee - Did Not Meet**
- **Alternate Energy Committee - Did Not Meet**
- **Hiring Committee – Did Not Meet**

## **Unfinished Business - None**

## **New Business**

- Approve check register – March 15, 2019

## **#07-03/20**

Cole-Crocker motioned to approve the check register dated March 15, 2019. Toerne seconded the motion.

- Roll Call Vote Ayes: Reitz, Adkerson, Zelmer, Kuhn, Cole-Crocker, Weimer, Hoese, Gordon, Pulaski, Toerne.
- Nays: None. Motion Carried. (10-0)

**General Manager Comments:** December Flyover results not in yet. 457 Plan progress is continuing at a good pace. US12 clean up will begin soon. Employee was injured at work Monday, all procedures are being followed.

**Public Comment** : None.

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**Adjournment:** Adjournment at 5:50 PM.

Respectfully

Rachel Plank  
Note Taker

Minutes approved by Secretary March , 2019

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Malinda Cole-Crocker, Secretary