

# **Southeast Berrien County Landfill Authority**

Regular Board Meeting Minutes: Wednesday, April 17, 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 Wesling  
Note Taker: Rachel Plank

Others: 1<sup>st</sup> Source Bank Representatives Aaron Hoeppe  
and John Linabury

Absent: None

Tardy: None

## **Consent Calendar**

- Approve Agenda with change of order to address 1<sup>st</sup> Source Investment representatives.
- Approve March 20, 2019 Regular Board Meeting Notes

## **#01-04/17**

### Approve Consent Calendar:

Cole-Crocker motioned to approve the Consent Calendar for April 17, 2018 with change of order to address 1<sup>st</sup> Source Investment representatives.

Adkerson seconded the motion.

Voice Vote: Unanimous

Motion Carried (10-0)

## **Human Resource Committee April 12, 2019**

- Reitz summarized the human resource meeting of April 12, 2019. 1<sup>st</sup> Source Representatives Hoeppe and Linabury briefed the Board on

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---

new retirement plans and Sheila Reitz presented the following to the board members for approval:

## **#02-04/17**

Reitz motioned for the acceptance of a 401a plan and a new 457b plan administered by 1<sup>st</sup> Source Bank as the Southeast Berrien County Landfill Authority's retirement account provider. Weimer seconded the motion. Roll Call Vote Ayes: Reitz, Toerne, Weimer, Hoese, Adkerson, Gordon, Pulaski, Cole-Crocker, Kuhn.  
Abstaining: One                      Nays: None                      Motion Carried (9-0)

## **#03-04/17**

Reitz motioned to terminate the current 457(b) plan administered by Nationwide as of April 17, 2019. Thus, allowing the assets of said plan to be distributed to the participants in the plan in accordance with their interest, and authorize management to execute all documents necessary to affect the termination of the plan. Toerne seconded the motion. Roll Call Vote Ayes: Gordon, Weimer, Hoese, Adkerson, Reitz, Kuhn, Cole-Crocker, Zelmer, Toerne, Pulaski.  
Nays: None    Motion Carried (10-0)

- **Finance Committee Meeting April 12, 2019**

Cole-Crocker summarized the finance committee meeting of April 12, 2019 and presented the following to the board members for approval:

## **#04-04/17**

Cole-Crocker motioned to approve the balance sheet of March 31, 2019 as presented. Zelmer seconded the motion. Roll Call Vote Ayes: Adkerson, Zelmer, Weimer, Gordon, Kuhn, Pulaski, Hoese, Toerne, Reitz, Cole-Crocker.  
Nays: None    Motion Carried (10-0)

## **#05-04/17**

Cole-Crocker motioned to approve the income statement for March 31, 2019 as presented. Seconded by Zelmer. Roll Call Vote Ayes: Cole-Crocker, Kuhn, Toerne, Hoese, Gordon, Pulaski, Reitz, Adkerson, Weimer, Zelmer.  
Nays: None.    Motion Carried. (10-0)

## **#06-04/17**

Cole-Crocker motioned to approve the check registers of March 31 and April 8, 2019. Seconded by Toerne.

# **Southeast Berrien County Landfill Authority**

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---

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

## **Operations Committee April 12, 2019:**

Pulaski summarized the operations committee meeting of April 12, 2019 and presented the following for board approval.

### **#07-04/17**

Pulaski motioned for the purchase of a 22kw Generac generator for the Scale House from Wolverine Electrical Contractors according to quote #1174 and not to exceed \$8,372.66. Seconded by Weimer.  
Roll Call Vote Ayes: Reitz, Adkerson, Zelmer, Kuhn, Cole-Crocker, Weimer, Hoese, Gordon, Pulaski, Toerne.  
Nays: None. Motion Carried. (10-0)

### **#08-04/17**

Pulaski motioned for the repair of the undercarriage of the Komatsu D6 according to quote D61PX PLUS dated 04/04/2019 from AIS Construction Equipment not to exceed \$30,601.62 plus freight. Seconded by Weimer.  
Roll Call Vote Ayes: Toerne, Reitz, Hoese, Pulaski, Zelmer, Adkerson, Gordon, Weimer, Cole-Crocker, Kuhn.  
Nays: None. Motion Carried. (10-0)

### **#09-04/17**

Pulaski motioned for a 2 year contract to Michiana Recycling with the current rate scale and a CPI adjustment in 1 year. Weimer seconded the motion.  
Roll Call Vote Ayes: Weimer, Pulaski, Hoese, Adkerson, Zelmer, Kuhn, Toerne, Gordon. Nays: Reitz, Cole-Crocker.  
Nays: 2. Motion Carried. (8-2)

## **Executive Committee March 22, 2019, April 8, 2019, April 12, 2019 and April 15, 2019**

Gordon summarized the executive committee meetings of March 22, 2019, April 8, 2019, April 12, 2019 and April 15, 2019.

- Lengthy discussion regarding review of General Manager.
- Gordon expresses safety and cleanliness concerns multiple times.
- Gordon expresses SBR lack of productivity.
- Resident commended SEBCL for getting trash cleaned up.

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## **#10-04/17**

Gordon motioned that the General Manager provide a monthly vehicle usage report to the executive committee to justify the car allowance.

Adkerson seconded the motion.

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

Nays: One.

Motion Carried. (9-1)

## **#11-04/17**

Gordon motioned the removal of the current incentive plan in favor of a Discretionary Bonus that will be based on quarterly reviews effective July 1, 2019. Pulaski seconded the motion.

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

Nays: None.

Motion Carried. (10-0)

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

**Unfinished Business – None.**

**New Business – None.**

**General Manager Comments:** Buchanan Schools coming out this week for field trips. City of Buchanan and Landfill working together to complete a study of rates. US12 paper clean up completed. SBR update.

**Public Comment** : None.

**Adjournment:** Adjournment at 7:16PM.

Respectfully

Rachel Plank  
Note Taker

Minutes approved by Secretary May 15, 2019

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Malinda Cole-Crocker, Secretary