

Southeast Berrien County Landfill Authority

Regular Board Meeting Minutes: Wednesday, June 16, 2021
3200 Chamberlain Rd, Buchanan, MI

- **Call to Order:** Derek 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 via video conference:

Bertrand Township: David Kuhn, Bertrand Township Hall and
Dave Zelmer, Bertrand Township
Buchanan City: Patrick Swem, Buchanan City
Buchanan Township: Malinda Cole-Crocker, Buchanan
Township Hall and Thomas Gordon, Buchanan Township
Niles City: Derek Gordon, Niles
Niles Charter Township: Dan Pulaski, Niles Township

Others Present via video conference:

SEBC Landfill: Tyler Ganus, Buchanan
Note Taker: Rachel Plank, Buchanan Township Hall
Others: Becky Raupp, General Manager, Republic Services
Absent: Herschel Hoese, Niles Twp. And William Weimer, Niles

Consent Calendar

- Approve Agenda – June 16, 2021
- Approve May 19, 2021 Regular Board Meeting Notes
- Approve May 19, 2021 Closed Session Meeting Minutes

Public Comment – Becky Raupp, GM of Republic Services introduced herself as the new General Manager of Republic Services.

#01-06/16

Zelmer motioned to approve the Consent Calendar for June 16, 2021.
Swem seconded the motion.

Voice Vote Ayes: Kuhn, Pulaski, Zelmer, Cole-Crocker, Tom Gordon, Derek
Gordon and Swem.

Nays: None

Motion Carried (7-0)

Finance Committee Meeting – June 11, 2021

Cole-Crocker summarized the Finance Committee meeting of June 11,
2021, and presented the following to the board members for approval:

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#02-06/16

Cole-Crocker motioned to approve Balance Sheet for May 31, 2021 as presented. Seconded by Zelmer.

Roll Call Vote Ayes: Zelmer, Tom Gordon, Kuhn, Pulaski, Swem, Derek Gordon and Cole-Crocker.

Nays: None

Motion Carried (7-0)

#03-06/16

Cole-Crocker motioned to approve the Income Statement of May 31, 2021 as presented. Seconded by Zelmer.

Roll Call Vote Ayes: Derek Gordon, Tom Gordon, Cole-Crocker, Kuhn, Zelmer and Swem.

Nays: None

Motion Carried (6-0)

Technical Difficulties: Pulaski

#04-06/16

Cole-Crocker motioned to approve the check registers for May 26 and June 7, 2021 as presented. Seconded by Tom Gordon.

Roll Call Vote Ayes: Zelmer, Derek Gordon, Kuhn, Swem, Tom Gordon and Cole-Crocker.

Nays: None

Motion Carried (6-0)

Technical Difficulties: Pulaski

#05-06/16

Cole-Crocker motioned to approve the 2021-2022 Budget as presented. Seconded by Derek Gordon.

Roll Call Vote Ayes: Cole-Crocker, Swem, Derek Gordon, Pulaski, Tom Gordon and Zelmer.

Nays: Kuhn

Motion Carried (6-1)

#06-06/16

Cole-Crocker motioned to approve the Letter of Intent from the Auditor. Seconded by Zelmer.

Roll Call Vote Ayes: Swem, Tom Gordon, Pulaski, Derek Gordon, Zelmer, Kuhn and Cole-Crocker.

Nays: None

Motion Carried (7-0)

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Operations Committee Meeting – June 11, 2021

Pulaski summarized the Operations Committee Meeting held June 11, 2021, and presented the following to the board members for approval:

#07-06/16

Pulaski motioned to purchase a Surface Emissions Monitoring Unit from QED Environmental Systems according to Quote R-54955 and costs not to exceed \$18,212.89. Zelmer seconded.

Roll Call Vote Ayes: Tom Gordon, Zelmer, Kuhn, Cole-Crocker, Derek Gordon, Pulaski and Swem.

Nays: None

Motion Carried (7-0)

#08-06/16

Pulaski motioned to approve the 5-Year Capital Plan as presented. Seconded by Zelmer.

Roll Call Vote Ayes: Swem, Tom Gordon, Pulaski, Zelmer, Derek Gordon, Cole-Crocker and Kuhn.

Nays: None

Motion Carried (7-0)

#09-06/16

Pulaski motioned to approve the repairs to the CAT D6T by MacAllister Machinery according to quote SB-PQO-4144341 and not to exceed \$16,738.45. Seconded by Zelmer.

Roll Call Vote Ayes: Pulaski, Tom Gordon, Cole-Crocker, Kuhn, Zelmer, Swem and Derek Gordon.

Nays: None

Motion Carried (7-0)

Executive Committee Meeting – Did Not Meet

Human Resources Committee – June 11, 2021

Tom Gordon summarized the Human Resources Committee held June 11, 2021, and presented the following to the Board Members for approval:

#10-06/16

Tom Gordon motioned to give a raise to the employees of 2.6% and 1 person a raise of 4.7% for the Fiscal Year 2021-2022. The total cost of this will be \$25,195.00. Swem seconded the motion.

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Roll Call Vote Ayes: Pulaski, Tom Gordon, Cole-Crocker, Kuhn, Zelmer, Swem, Zelmer and Tom Gordon.

Nays: None

Motion Carried (7-0)

Unfinished Business – None

New Business

- Election of Officers for the fiscal year 2021-2022
- Committee assignments for the fiscal year 2021-2022
- Investment of matured CD/Excess Cash

#11-06/16

Derek Gordon motioned to maintain Officers as follows:

Derek Gordon – Chairman
Patrick Swem – Vice Chairman
Dave Kuhn – Treasurer
Mindy Cole-Crocker – Secretary
Dan Pulaski – Assistant Secretary

Zelmer seconded.

Roll Call Vote Ayes: Zelmer, Kuhn, Cole-Crocker, Tome Gordon, Swem, Derek Gordon and Pulaski.

Nays: None

Motion Carried (7-0)

#12-06/16

Cole-Crocker motioned to maintain Committee Assignments, the exception of Patrick Swem, who will temporarily fulfill additional roles until a new representative is assigned by the City of Buchanan, as noted:

-Finance Committee: Kuhn/Bertrand Township, Cole-Crocker/Buchanan Township, Swem/City of Buchanan, Derek Gordon/Niles City and Hoese/Niles Township.

-Executive Committee: Cole-Crocker/Buchanan Township, Kuhn/Bertrand Township, Swem/City of Buchanan, Derek Gordon/Niles City and Pulaski/Niles Township.

-Operations Committee: Zelmer/Bertrand Township, Tom Gordon/Buchanan Township, Swem/City of Buchanan, Weimer/Niles City and Pulaski/Niles Township.

-Human Resources Committee: Zelmer/Bertrand Township, Hoese/Nile Township, Tom Gordon/Buchanan Township and Weimer/Niles City.

Kuhn seconded the motion.

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Roll Call Vote Ayes: Pulaski, Swem, Cole-Crocker, Zelmer, Kuhn, Tom Gordon and Derek Gordon.

Nays: None

Motion Carried (7-0)

#13-06-16

Zelmer motioned to accept the alternative Recommended Investment Plan and acceptance of membership requirements allowing Tyler Ganus and Dave Kuhn signatory authorization as follows:

Country Heritage Credit Union 12-mo. CD:	\$ 500,000.00
Honor Credit Union 12-mo. CD:	\$3,500,000.00
Sturgis Bank 12-mo. CD:	\$1,000,000.00
Sturgis Bank Money Market:	<u>\$2,000,000.00</u>
Total Investment:	<u>\$7,000,000.00</u>

Seconded by Kuhn.

Roll Call Vote Ayes: Tom Gordon, Kuhn, Derek Gordon, Pulaski, Cole-Crocker and Zelmer.

Nays: None

Abstain: Swem

Motion Carried (6,0,1)

General Manager Comments – Ganus summarized operations.

Public Comment: Becky Raupp thanked the Board for allowing her to attend.

Adjournment: Adjournment at 6:27 PM.

Respectfully,
Rachel Plank
Note Taker

Minutes approved by Secretary

Malinda Cole-Crocker, Secretary