Board of Directors' Meeting
December 17, 2019, 1:30 p.m.
Morrow Community Room, Mt. Gilead, Ohio 43338

Board Chairman Tom Whiston called the meeting to order at 1:30 p.m. Board members present were Jeff Benton, Barb Lewis, Gary Merrell, Teresa Bemiller, Thom Collier, Bill Pursel, Andy Appelfeller, Ken Stiverson, Burgess Castle, Warren Davis, and Tom Whiston presiding. Also, in attendance were Jenna Hicks, Director and Cheryl Corbin, Fiscal Administrator. Visitors in attendance included Stephanie Zmuda, Jill and Steve Webb, Paul Hinkle, Van Creasap, George Hunyadi, Alex Palece, Matt Stooksbury, Lindsey Grimm, Angela Carbetta, Tom Price, Doug Sams.

Commissioner Whiston opened the meeting with the invitation for Public Comment, which there was none.

Commissioner Bemiller moved, seconded by Commissioner Stiverson to approve the September 10, 2019 minutes.
Motion Carried.

Financial Report
Ms. Corbin gave the financial report for the months of September, October and November 2019.
Total revenue received in September was $162,945.96, in October was $141,914.16 and November was $65,441.35.
Total expenditures in September were $82,993.02, in October were $271,687.66, and in November were $49,084.92.
As of November 30, 2019, the unexpended balance was $2,107.248.87, the outstanding encumbrances were $168,597.57 and the unencumbered cash balance was $1,938,651.30.

The Market Development Fund is now paid out and is at a $-0- balance.

Commissioner Appelfeller moved, seconded by Commissioner Merrell to approve the financial report as presented.
Motion Carried.

NEW BUSINESS
Innovative Organics Proposal
Ms. Hicks referred to both the Project Review and the Conceptual Document which she emailed out to the Board prior to the Board meeting. The proposed project in Peru Township in Morrow County will be a large-scale Class II (they will accept food waste for composting) facility. Ms. Hicks gave an update on the research she has done on Innovative Organics, and how their request to add a site in Morrow County meets the District siting strategy. Ms. Hicks stated that her recommendation to the Board would be to approve the project and then to work with Eastman and Smith to create the Development Agreement. A development agreement would allow the District some controls over the facility, such as coming onto the site to get reports, or requiring a certain percentage of the food waste received to come directly from the District (for example). Ms. Hicks asked Mr. Hunyadi if he would like to present anything to the Board, and he provided additional information and answered board and visitor questions. Discussion continued which included concerns with current facility operations, and the cease and desist order that the facility has received. Mr. Hunyadi spoke on this issue, and how they are dealing with it, as well as the process on why he wants to open his facility in Morrow County. Commissioner Stiverson also asked the Morrow County Board of Health if they had any concerns, and Stephanie Zmuda stated that the issue won't go before the Board until the facility is developed, and then the license will be issued. Commissioner Collier stated that without township zoning-a choice of the township residents- it makes sense that Innovative Organics would choose this rural location to place their facility and that he would approve a motion to move forward.

Commissioner Collier moved, seconded by Commissioner Pursel to approve the project as presented based on the concept document as well as the answers to questions asked by DKMM and answers provided by Innovative Organics contingent upon Innovative Organics entering into a Development Agreement with the District. The Board authorizes the Executive Committee to provide final approval of the Development Agreement.
Commissioner Whiston called for any discussion.

Commissioner Appelfeller asked if the Eastman & Smith contract would come as a cost to the district. Ms. Hicks stated that the District has entered into a working agreement, with expenditures capped at $5,000 to also be used throughout the 2020 calendar year and would include the creation of the Development Agreement.

After further discussion, Commissioner Bemiller called for the question. Commissioner Whiston called for the vote. Ayes have it with one opposed.
Motion Carried.

2020 Election of Officers
Commissioner Bemiller moved, seconded by Commissioner Collier to nominate Commissioner Whiston as Chair and Commissioner Appelfeller as Vice Chair.

Commissioner Davis moved, seconded by Commissioner Merrell to close the nominations.
Motion Carried.

Motion Carried for Commissioner Whiston as Chair and Commissioner Appelfeller as Vice Chair.

Approval of 2020 Budget
Ms. Hicks commented on the line-items that varied from the 2019 budget. Ms. Hicks asked for any questions on the budget as pertaining to salary and benefits. Commissioner Merrell stated that he would like to go into Executive Session to discuss employee compensation. Commissioner Merrell further recommended that if the Board hold this discussion until the end of the meeting, then perhaps the motion to approve the budget should also be moved to the end of the meeting. Commissioner Whiston agreed with that recommendation and asked Ms. Hicks to put the rest of the budget discussion on hold until the end of the meeting.

Approval for Pay Periods as Bi-Weekly
Ms. Corbin addressed the issue with the Board of 27 pays in 2020 and the Auditor's office asked that salaried employees be defined as either salary with a yearly set salary, or salaried being paid bi-weekly.

Commissioner Collier moved, seconded by Commissioner Bemiller to approve staff to be paid on a bi-weekly pay rate.

Commissioner Stiverson asked for clarification on the issue, since both options are for salaried employees. Commissioner Bemiller explained that this issue arises every eleven years as a result of the leap year.

Commissioner Merrell asked that this issue also be tabled until the Board can continue the issue in Executive Session. Commissioner Collier agreed and withdrew his motion.

Park Grinding Approval
Ms. Corbin asked the Board to make the same Board Motion as from the previous year that allows Ms. Hicks the capacity to execute a contract in excess of her $5,000 spending authority for grinding contracts. The need for these contracts typically falls between board meetings. The cost of these contracts is included in the budget that was brought before the Board for the 2020 year.

Commissioner Bemiller moved, seconded by Commissioner Stiverson to provide a $15,000 allowance per grinding event for compost grindings at the Mt. Vernon and Mt. Gilead locations.
Motion Carried.

Recycling Assistance Funding Approval
Ms. Corbin advised the Board of the three grant applications were received in the DKMM office. These applications included a $48,771 grant from the City of Delaware to provide EPA grant match funding for a new recycling truck and education materials, a $50,000 grant from the City of Marion for assistance in purchasing a new recycling truck and education as was discussed at the September 10, 2019 meeting, as well as a $50,000 grant to Mid-Ohio Sanitation to purchase a skid steer.

The Executive Committee asked for additional information from the City of Delaware regarding the City's need for 90-gallon toters, as well as what the plan was for purchasing the recycling truck if the grant was not funded by Ohio EPA. The Executive Committee also asked to view the financials for Mid-Ohio Sanitation, and stated that they would like to have the requested information prior to the December Board meeting.

Ms. Corbin stated that the Executive Committee approved to move forward in a recommendation to the board with all three applications if the stipulations discussed were met. Both the City of Delaware and Mid-Ohio Sanitation met those stipulations as requested.

Commissioner Appelfeller moved, seconded by Commissioner Pursel to approve the grant applications for funding as recommended by the Executive Committee.
Motion Carried.

Education Contract Approval
Ms. Hicks asked for approval of Education contracts based on the spreadsheet included in the Board packet.

Commissioner Collier moved, seconded by Commissioner Appelfeller to approve the 2020 Education Contracts as presented.
Motion Carried.

Health Department Contract Approval
Ms. Hicks also pointed out the Health Department contracts as listed on the spreadsheet addressed in the previous motion and asked for board approval on those contracts as well.

Commissioner Pursel moved, seconded by Commissioner Stiverson to approve the 2020 Health Department Contracts as presented.

Commissioner Warren asked what the funding was provided for. Ms. Hicks explained that the funding is to provide Health Department Enforcement on nuisance calls where a resident needs to clean up a property, and to inspect facilities such as compost, transfer stations, landfills (if the district had any). Ms. Hicks also stated that she wanted to examine how the funding is determined per county for the 2021 calendar year, based on the reports that she receives in 2020.
Motion Carried.

OLD BUSINESS

Delaware County Transfer Station Update
Ms. Hicks gave an update on the Delaware County Transfer Station and stated that now is the time for the Board to discuss if the DKMM office will move to the Transfer Station when the building is complete. There could be the opportunity to have not only office space for the DKMM staff, but a conference room as well as an education room. The Board concluded that there are no plans at this time to move from the Knox County building.

Sims Brother's Update
Ms. Hicks advised the Board that Sims Brothers has notified the City of Delaware that they will no longer be collecting and processing their curbside recyclables for the City effective January 1, 2020. Ms. Hicks stated that Sims is hoping to hang on to the City of Marion for recycling at this point.

DIRECTOR'S REPORT

Ms. Hicks had no additional business to discuss.

OTHER BUSINESS

Commissioner Whiston asked Mr. Price for his thoughts on the Innovative Organics Project. Mr. Price verified that it is a complicated issue, and that the odorous product that Innovative Organics brought in can

be managed effectively. Mr. Price stated that his concern is if it's not handled effectively, then the District could have an adverse PR situation to deal with. Mr. Price stated that he's known Mr. Hunyadi for a long time and had a positive opinion of him. Mr. Price also gave an update on a project that Price Farms is considering.

Commissioner Appelfeller moved, seconded by Commissioner Davis to go into Executive Session at 2:46 p.m. for the purpose of discussing the compensation of Personnel.

On the Roll Call was

Commissioner Benton	Yes	Commissioner Lewis	Yes
Commissioner Merrell	Yes	Commissioner Bemiller	Yes
Commissioner Collier	Yes	Commissioner Pursel	Yes
Commissioner Appelfeller	Yes	Commissioner Stiverson	Yes
Commissioner Castle	Yes	Commissioner Davis	Yes
Commissioner Whiston	Yes		

Motion Carried.

Commissioner Stiverson moved, seconded by Commissioner Appelfeller to reconvene into Regular Session at 3:00 p.m.

On the Roll Call was

Commissioner Benton	Yes	Commissioner Lewis	Yes
Commissioner Merrell	Yes	Commissioner Bemiller	Yes
Commissioner Collier	Yes	Commissioner Pursel	Yes
Commissioner Appelfeller	Yes	Commissioner Stiverson	Yes
Commissioner Castle	Yes	Commissioner Davis	Yes
Commissioner Whiston	Yes		

Motion Carried.

Commissioner Merrell moved, seconded by Commissioner Warren to set salaries as an annual salary, to be divided by 27 pays in 2020.
Motion Carried.

Commissioner Merrell moved, seconded by Commissioner Bemiller to compensate Ms. Hicks with an annual salary in the amount of $62,500, and Ms. Corbin with an annual salary of $52,000.00 commencing with the first pay in 2020.
Motion Carried.

Commissioner Bemiller moved, seconded by Commissioner Stiverson to approve the 2020 budget, with adjustments to Salary and Benefits as reflected with the raises for 2020.
Motion Carried.

ADJOURNMENT
Commissioner Collier made the motion to adjourn.
Motion carries and meeting was adjourned.

Respectfully submitted,

Cheryl Corbin/DKMM

Tom Whiston, Vice Chairman

3/10/20
Date