

Board of Directors' Meeting
Tuesday December 12, 2023, 1:30 p.m.
Marion County Building, 222 W. Center Street, Marion, Ohio
Lower-Level Prospect Room

Board Chairman Andy Appelfeller called the meeting to order at 1:38 p.m. Board members present were Jeff Benton, Gary Merrell, Barb Lewis, Teresa Bemiller, Thom Collier, Bill Pursel, Mark Davis, Kerr Murray, Tim Siegfried, Jon Mason, and Andy Appelfeller presiding. Also in attendance were Jenna Hicks, Director, and Cheryl Corbin, Fiscal Administrator. Visitors in attendance included Blake Austin, Rumpke, and Angela Carbetta.

Approval of September 12, 2023, Minutes

Commissioner Murray moved, seconded by Commissioner Merrell to approve the September 12, 2023, Minutes.

Motion Carried.

Financial Report

Ms. Corbin gave the financial report for the months of September, October, and November 2023. Total revenue received in September was \$196,128.94, October was \$136,448.75, and November was \$190,781.05. Total expenditures in September were \$206,711.40, October were \$140,934.42 and November were \$161,950.19.

As of November 30, 2023, the unexpended balance was \$1,959,889.06 the outstanding encumbrances were \$162,897.77, and the unencumbered cash balance was \$1,796,991.29.

Commissioner Davis asked for clarification on why there will be no carryover purchase orders into 2024. Ms. Corbin clarified that it is permissible to do so, but with closing the books in 2023 with Knox county, and starting books in 2024 with Morrow County, this year there will be no open purchase orders with DKMM.

Commissioner Mason asked if the bank accounts have been set up in Morrow County. Ms. Corbin stated that DKMM uses Morrow County Treasurer, therefore DKMM does not have bank accounts in DKMM's name. The problem that we are dealing with at this point is trying to get a credit card for DKMM usage, but the IRS Tax statement is listed as C/O Keith Bailey 222 W. Center Street, Marion, Ohio. We are in the process of updating that information and hoping that that will help the bank with the necessary documentation they are requesting.

Commissioner Bemiller moved, seconded by Commissioner Lewis to approve the finance report as presented.

Motion Carried.

NEW BUSINESS

Election of Officers

Ms. Hicks stated that the consensus from her email query was to continue with Commissioner Appelfeller as Chair, and Commissioner Bemiller as Vice Chair.

Commissioner Pursel moved, seconded by Commissioner Lewis that Commissioner Appelfeller remain as Chair and Commissioner Lewis remain as Vice Chair, and that the nominations be closed.

Commissioner Pursel moved, seconded by Commissioner Lewis to re-elect the positions as stated above.

Motion Carried.

2024 Budget Approval

Ms. Hicks discussed the budget as presented at the Budget Committee meeting in November, and highlighted items of interest, such as salary line item including a 3% salary increase. An increase in mileage is listed as we are rolling out the HHW and Electronics Collection in Delaware in 2024 which will increase the amount of mileage for both Ms. Hicks and Ms. Corbin as we will be present (along with

educators in the rotation) to accept the fees for the events. Other line items were discussed as part of new services that the District will pay for including internet, phone, and IT Support. Also increased was the liability insurance as the district will include the Delaware hazardous waste location under our services. Composting will be a bit higher as a second grinding in Knox County will not be invoiced until 2024 (as it was done late in the year) and the additional \$8,000 not expended with the contract to the Knox County Commissioners will need to be included in the 2024 budget. Ms. Hicks continued with other variances in the budget from 2023 to 2024.

Commissioner Merrell suggested that the Board go into Executive Session to discuss staff salary increases. Commissioner Davis asked for clarification on the HHW line item, and Commissioner Benton stated that on the revenue estimates, the budget for the Contract Fees is listed at a conservative estimate as usual.

Commissioner Pursel moved, seconded by Commissioner Merrell to go into Executive Session for the purpose of discussing personnel compensation at 1:56 p.m.

On the Roll Call

Commissioner Benton	Yes	Commissioner Lewis	Yes
Commissioner Merrell	Yes	Commissioner Bemiller	Yes
Commissioner Collier	Yes	Commissioner Pursel	Yes
Commissioner Davis	Yes	Commissioner Murray	Yes
Commissioner Mason	Yes	Commissioner Siegfried	Yes
Commissioner Appelfeller	Yes		

Motion Carried.

Commissioner Pursel moved, seconded by Commissioner Lewis to reconvene into regular session at 2:04 p.m.

On the Roll Call

Commissioner Benton	Yes	Commissioner Lewis	Yes
Commissioner Merrell	Yes	Commissioner Bemiller	Yes
Commissioner Collier	Yes	Commissioner Pursel	Yes
Commissioner Davis	Yes	Commissioner Murray	Yes
Commissioner Mason	Yes	Commissioner Siegfried	Yes
Commissioner Appelfeller	Yes		

Motion Carried.

Commissioner Merrell moved, seconded by Commissioner Murray to increase the salary line from the budgeted 3 percent to 4 percent increase.

On the Roll Call

Commissioner Benton	Yes	Commissioner Lewis	Yes
Commissioner Merrell	Yes	Commissioner Bemiller	Yes
Commissioner Collier	Yes	Commissioner Pursel	Yes
Commissioner Davis	Yes	Commissioner Murray	Yes
Commissioner Mason	Yes	Commissioner Siegfried	Yes
Commissioner Appelfeller	Yes		

Motion Carried.

Commissioner Merrell moved, seconded by Commissioner Siegfried to approve the 2024 Budget with the changes to the salary and benefits line items as mentioned above.

On the Roll Call

Commissioner Benton	Yes	Commissioner Lewis	Yes
Commissioner Merrell	Yes	Commissioner Bemiller	Yes
Commissioner Collier	Yes	Commissioner Pursel	Yes
Commissioner Davis	Yes	Commissioner Murray	Yes
Commissioner Mason	Yes	Commissioner Siegfried	Yes
Commissioner Appelfeller	Yes		

Motion Carried.

2024 Meeting Schedule

Ms. Hicks presented the 2024 meeting schedule and stated that we would love to take the opportunity to

show our new office space. Ms. Hicks invited those interested to come to the March meeting 15 minutes early to allow for a tour of the office. Ms. Hicks also stated that the meeting will be held at 1:30 p.m. downstairs in a different meeting room due to a scheduling conflict with the normal meeting space.

CRLPO Contract Approvals

Ms. Hicks discussed the 2024 County Educator contracts as presented.

Commissioner Bemiller moved, seconded by Commissioner Collier to approve the 2024 County Recycling Educator Contracts as presented.

Motion Carried.

Approval of Health Department Enforcement Contracts

Ms. Hicks discussed the 2024 Health Department Enforcement Contracts as presented.

Commissioner Pursel moved, seconded by Commissioner Bemiller to approve the 2024 Health Department Enforcement contracts as presented.

Motion Carried.

OLD BUSINESS

Delaware Permanent Hazardous Waste and Electronics Collection

Ms. Hicks reviewed the 2024 update on the Delaware permanent site, stating that a staff person from Veolia will be collecting the material from the resident, but that Ms. Hicks and Ms. Corbin will be there to collect the fees. Ms. Hicks stated that at this time it is likely that the collections will be held on a Wednesday and a Saturday every month. Ms. Hicks stated that the collection will be held from April through September as long as there are no conflicts with the program startup.

OLD BUSINESS

Municipal Tire Program Update

Ms. Hicks gave an update on the 2023 Municipal tire program and advised the Board that the program was so successful in 2023 that the application process starting in 2024 will be more competitive. The applications are due by January 19, 2024, with funding decisions announced mid-February. A mass mailing went out to all of the cities, villages and townships letting everyone know of the change in application. Ms. Hicks also asked the County Educators and Health Departments to please help put that word out as well. Ms. Hicks stated that six applications have been received at this point. Ms. Hicks stated that the cost to the District is significantly lower since it is run by the municipality, and there are no Liberty Tire staff costs to the program. There is approximately a cost savings of \$105 per ton, and the program has been well received from the townships who have utilized the program.

Solid Waste Management Plan Update

Ms. Hicks advised the board that due to the move she put the work toward the Plan on hold for a small amount of time, but now that the move is complete she is back to working on it. Ms. Hicks pointed out that there are more meetings scheduled in 2024 than is normal for the Policy Committee, but that is because of the timelines given by Ohio EPA.

Office Move Update

Ms. Hicks stated that we are all moved in and back to our normal schedule. Ms. Hicks thanked Knox County Commissioners for all they have done over the past 10 years and thanked Cheryl who was the point person coordinating everything with the move. Ms. Hicks was initially concerned about the space and the storage requirements, but everything is working very well, and we are very pleased with our space.

DIRECTOR UPDATES

No additional Director Updates were given.

PUBLIC COMMENTS

No Public Comments

OTHER BUSINESS

No additional Business

ADJOURNMENT

Commissioner Collier made the motion to adjourn, and Commissioner Lewis seconded.

Motion carries and meeting was adjourned at 2:21 p.m.

Respectfully submitted,

Cheryl Corbin/DKMM

Andy Appelfeller
Andy Appelfeller, Chairman

3-12-2024
Date