

Meeting Minutes
Buffalo-Johnson County Recycling Center Joint Powers Board
August 13, 2018, 5:15 pm, Recycling Center

Call to Order: Bill at 5:20 pm

Board Members Present: Chairman Bill Ostheimer, Member Phil Gonzales, Secretary Dean Knauer, Forman Don Verger, Treasurer Marv Majerus, and Vice-Chairman Julia Bettinger

Visitors: Dan Hart, City Council

Review and approval of Agenda: Bill motioned to accept the Agenda, Julia seconded, motion passed.

Review and approval of June 11, 2018 (not held) and July 9, 2018 (not held) Minutes including May 2018, and June 2018 Treasurer's Reports.

Phil motioned to approve the May 14, 2018 Minutes including the April 2018 Treasurer's report. The June and July 2018 Minutes will have the May and June Treasurer's reports attached and will be voted for approval next meeting.

Submittal of bills, review and approval for payment as needed: Not required.

May, June and July Treasurer's Report Discussion: Closed out the 2017-2018 fiscal year with \$26,581.31. June expenses exceeded the average monthly expense of approximately \$12K because of glass shipping charges, e-waste cost, repair of one bailer and vehicle maintenance expenses. We have not received any 1% money as of July 31. Bill will request 1% money from the City and County. July's ending balance was \$14,050.69, barely enough to pay anticipated expenses in August. See below for July 2018 Treasurer's report that will be approved at the next meeting.

Foreman's Report: Two bailers have recently been repaired with replacement of a motor and a motor/pump assembly. Bearings were also replaced in the densifier.

New Business:

1. Union Congregational Church would like recognize the work of the Recycling Center. Visitors will be Kathleen McPhee (617-1455) and Reverend Sheila Nasmith.

Because of short notice, representatives from UCC could not attend. The Board was pleased that the Recycling Center was chosen to be recognized for the work being done. Dean will be the contact for the UCC.

2. Pay scale will be evaluated each June to determine raises and cost of living increases. Increases to be effective July 1. At 6:00 pm the regular meeting was adjourned and the Board met in executive session to discuss pay raises. At 6:15 pm the executive meeting was adjourned and the regular meeting was reconvened. Phil motioned to approve a \$0.50 per hour pay increase for part-time employees and a \$0.75 per hour pay increase for two full time employees. The effective date of the pay increase will be August 15. Marv seconded the motion. The motion passed.

3. Cell phone numbers for Board members, etc. Email address for Bob Fox. Cell phone numbers of members were updated.

Old Business:

1. Begin developing a preliminary spending plan for FY 2019 (July 2018 to June 2019) based on approved 1% funding of \$110K. Tabled.

2. Discuss meeting date and agenda between Solid Waste District, City of Kaycee, Commissioners, City of Buffalo, Clear Creek Conservation District & Powder River Conservation District. General theme: What should Johnson County Recycling look like in the future? At March's meeting it was discussed that this meeting might best be held after the Recycling Board talks individually to the Clear Creek Conservation Board and the Solid Waste Board. No date has been set.

Bill will meet with the Solid Waste Board April 12 at 4 pm. Bill met with the Board and has a greater appreciation of their job.

Bill will reach out to all entities and set up a meeting date. Tabled.

4. Update on meeting with the Clear Creek Conservation District Board April 17. Bill. No information.

5. Don and Brad need fork lift training ASAP. Will receive in September when the fork lift is serviced.

6. Update the Recycling Board webpage on the County webpage. Dean. On-going.

8. Update on Policies and Standard Operating Procedures. Bill. No information.

9. List of safety items to be addressed. (See list below)

10. Review and update Jobs to be Done List. (See List below)

Other Business:

1.

2.

Next Meeting (date, place and time): Recycle Center, September 10, 2018 at 5:15 pm

Meeting Adjourned: 6:25 pm

Minutes submitted by and date: Secretary Dean Knauer, August 15, 2018.