

Meeting Minutes
Buffalo-Johnson County Recycling Center Joint Powers Board
March 9, 2020, 5:15 pm, Recycling Center

Call to Order: Bill at 5:15 pm

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

Visitors: Tom Ostlund; Solid Waste Board Member, Bob Fox; Solid Waste Manager, Dan Hart: City Council, and Mara Abbott, Buffalo Bulletin

Review and approval of Agenda: Phil moved to accept the agenda, Bill seconded, motion carried.

Review and approval of February 10, 2020 Minutes including the January 2020 Treasurer's Report: Phil moved to accept the Feb 10, 2020 Minutes, Bill seconded, motion carried.

Treasurer's Report, February 2020 for Discussion: Trucking prices are getting more reasonable. Using the average monthly spending rate of \$13,735, the balance in the checking account will pay for 2.17 months of operational expenses. Therefore the balance will be zero in early May. See below for a copy of the Treasurer's Report.

Foreman's Report: Nothing reported.

New Business:

1. Draft a letter to City and County requesting supplemental 1% funding to cover a shortfall for this years fiscal budget. Bill will draft the letter to send out for comment.
2. See below: Email from Senator Barrasso on S.3263, the Break Free From Plastic Pollution Act and S.1982, the Save Our Seas Act 2.0.

Old Business:

1. 1 percent application update. Application will be reviewed and decision made by the City Council and the County Supervisors.
2. Mil levee update. Phil moved to ask the County for up to ½ mil of funding to run the Recycling Center, Bill seconded, motion unanimously approved. Bill will follow up with County Attorney Barry Crago to seek guidance to finalize the paperwork.
3. Market trends and Board strategies to hold or sell products. Tabled
4. Long term recycling strategy continued. Suggestions to date: Promote additional composting and determine how to increase diversion of recycled products such as plastics. Tabled
5. List of safety items to be addressed. (See list below)
6. Review and update Jobs to be Done List. (See list below)

Other Information: None presented

Next Meeting (date, place and time): Recycle Center, April 13, 2020 at 5:15 pm

Meeting Adjourned: 6:45 pm

Minutes submitted by and date: Secretary Dean Knauer, March 12, 2020.

LIST OF JOBS TO BE DONE

1. The Board wants digitized records of Secretary's Minutes to be filed with the County, City & the Recycling Center.
2. Construct/purchase/add additional dry storage building or enlarge existing building to store bales of recycled material and unused Gaylords.
3. January 2016: Commissioners Hicks and Greenough believe the time is right for the board to start planning to bring a permanent district to the ballot in the next few years to help finance solid waste and recycle efforts in Buffalo and Kaycee.
4. Funding sources for the Recycling Center?
5. Recycle Center Security plan.
6. Write Board by-laws and policies.
7. Update County Web Site yearly or as needed.
8. Follow-up on outreach opportunities with radio stations and Buffalo Bulletin.
9. Grant possibility (Hawthorn Foundation).

LIST OF SAFETY ITEMS TO BE ADDRESSED

1. Employees should attend general safety training.
2. Continue holding monthly safety meetings and document.
3. Preventive Maintenance Vehicle Inspection Report Form program to be started.
4. Employees are responsible to instruct visitors to stand clear of bailers and other equipment.

REMINDER LIST

1. Monthly: Foreman to hold monthly safety meetings with all staff in attendance and document.
2. Yearly: Join the Wyoming Solid Waste and Recycling Association and send someone to the yearly meeting.
3. January Meeting: Election of officers, determine where to do banking business and advertising.
4. November 2020: Work on yearly 1 percent funding request. Due February 2021 unless changed.
5. January: Get fire extinguishers checked.
6. April: Update the Recycling Board webpage on the County webpage.
7. May/June: Pay scale will be evaluated each May/June to determine raises and cost of living increases. Increases will be effective July 1.
8. July: Recertify employees on forklift (Anderson Forklift).
9. July: Have forklift inspected and serviced (Anderson Forklift).

Board Member Year of Appointment Members are Appointed for 3 Year Terms Appointments Begin February 1 and End January 31

Julia Bettinger, City, 2018
Marv Majerus, County, 2018
Dean Knauer, Joint City and County, 2019
Bill Ostheimer, City, 2020
Phil Gonzales, County, 2020

2/25/2020

Dear Dean,

Thank you for taking the time to contact me. It is good to hear from you.

I noted your support for S.3263, the Break Free From Plastic Pollution Act. Introduced by Senator Tom Udall (D-NM) on February 11, 2020, this legislation seeks to phase out single-use plastic products, improve the responsible design of plastic goods, reduce wasteful packaging, and reform waste and recycling collection systems. Following introduction, this bill was referred to the Senate Committee on Finance where it awaits further consideration. Please know I will keep your support for this bill in mind as I continue my work in the Senate.

You may be interested to know that Senator Dan Sullivan (R-AK) introduced S.1982, the Save Our Seas Act 2.0, on June 26, 2019. This bill seeks to help reduce the creation of plastic waste while finding uses for existing waste to keep it from entering oceans. The bill also focuses on improving U.S. marine debris recycling infrastructure to address plastic pollution on a global scale. I fully support this legislation which passed the Senate on January 9, 2020, by voice vote. The bill now awaits further consideration in the House.

The improper disposal of plastic and other man-made trash is a threat to the health of our entire ecosystem. As Chairman of the Senate Committee on Environment and Public Works, I am leading efforts in Congress to find solutions to America's waste disposal challenges. On September 26, 2018, the Senate Committee on Environment and Public Works held a hearing on how to reduce the impact of man-made trash on the environment, wildlife, and human health. You can watch the hearing at the link below:

<https://www.epw.senate.gov/public/index.cfm/hearings?ID=9DED4FB8-AFFC-490A-A80F-DE55626E3E5F>

Again, thank you for contacting me. I value your input.

John Barrasso, M.D.
United States Senator

BUFFALO JOHNSON COUNTY RECYCLE CENTER JPB TREASURER REPORT FEBRUARY 2020

	BALANCE	1/31/2020			\$
1	1/30/2020	WIRE	State of Wyoming	Unemployment	
1	1/30/2020	WIRE	State of Wyoming	Workmans Comp	
2	2/1/2020	4515	Bill Leibee	wages	(571.12)
3	2/1/2020	4517	Marchel Kelley	wages	(246.13)
4	2/1/2020	4516	Rick Galusha	wages	(373.57)
5	2/1/2020	4514	Brad Droeg	wages	(405.43)
6	2/1/2020	4518	Ace Hardware	miscellaneous	(1,075.43)
7	2/1/2020	4519	Veterans Home	455 pounds aluminum	(74.91)
8	2/1/2020	4513	Don Verger	wages and insurance	(113.75)
9	2/6/2020	DEP	Dept of Workforce Services	reimbursement	(1,623.78)
10	2/10/2020	EFTPS	IRS	tax	590.52
11	2/8/2020	4520	Joint Powers fuel	fuel	(1,543.80)
12	2/8/2020	4522	Rocky Mountain Power	electricity	(229.24)
13	2/16/2020	4525	Bill Leibee	wages	(124.58)
14	2/16/2020	4527	Marchel Kelley	wages	(187.72)
15	2/8/2020	4521	Anderson forklift	forklift maintenance	(272.06)
16	2/16/2020	4528	City of Buffalo	AT&T	(333.04)
16	2/16/2020	4528	City of Buffalo	oil change, shocks	(28.00)
16	2/16/2020	4528	City of Buffalo	Michelena shocks	(341.50)
16	2/16/2020	4528	City of Buffalo	MDU natural gas	(38.48)
17	2/16/2020	4526	Rick Galusha	wages	(195.32)
18	2/16/2020	4524	Brad Droeg	wages	(352.33)
19	2/16/2020	4523	Don Verger	wages and insurance	(812.23)
20	2/16/2020	4531	Interwest Paper	34862 pounds Micell to Salt Lake-\$1200 trucking	(1,623.78)
21	2/16/2020	4529	DSV invoice 6201087	OCC to St Paul	(867.45)
22	2/16/2020	4530	DSV invoice 6201089	OCC to St Paul	(1,350.00)
23	2/29/2020	DEP	First Northern Bank	interest	(1,350.00)
			2/28/2020		1.45
				TOTAL OUTFLOWS	29,854.13
				TOTAL INFLOWS	14,133.65
				TOTAL DIFFERENCE	591.97
					13,541.68

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EQUAL HOUSING
LENDER

Date 2/28/20 Page 1 of 2
ACCOUNT NUMBER 806862
ENCLOSURES 19

1333864

BUFFALO JOHNSON CO RECYCLING JPB
550 BUTTE ST
BUFFALO WY 82834

Checking Account

BUSINESS INTEREST CHECKING		NUMBER OF ENCLOSURES	19
ACCOUNT NUMBER	806862	Statement Dates	2/01/20 thru 2/29/20
PREVIOUS BALANCE	43,395.81	DAYS IN THE STATEMENT PERIOD	29
1 DEPOSITS/CREDITS	590.52	AVERAGE LEDGER	36,529
21 CHECKS/DEBITS	14,133.65	AVERAGE COLLECTED	36,529
SERVICE CHARGE	.00	Interest Earned	1.45
INTEREST PAID	1.45	Annual Percentage Yield Earned	0.05%
ENDING BALANCE	29,854.13	2020 Interest Paid	3.44

ACTIVITY IN DATE ORDER

DATE	DESCRIPTION	AMOUNT	BALANCE
1 2/03	WY UI/WC WYOMING DWS 1WYODWSTAX 02/03/20 ID #-XXX000006046729 TRACE #-121100783870001	571.12-	42,824.69
2 2/03	DDA DEBIT MEMO 4515	246.13-	42,578.56
3 2/04	DDA CHECK # 4517	373.57-	42,204.99
4 2/04	DDA CHECK # 4516	405.43-	41,799.56
5 2/04	DDA CHECK # 4514	1,075.43-	40,724.13
6 2/05	DDA CHECK # 4518	74.91-	40,649.22
7 2/05	DDA CHECK # 4519	113.75-	40,535.47
8 2/05	DDA CHECK # 4513	1,623.78-	38,911.69
9 2/06	DDA REGULAR DEPOSIT	590.52 CR	39,502.21
10 2/10	USATAXPYMT IRS 3387702000 02/10/20 ID #-270044112108851 TRACE #-061036010008339	1,543.80-	37,958.41
11 2/12	DDA CHECK # 4520	229.24-	37,729.17
12 2/18	Payment Rocky Mtn Power 1930246090 02/18/20 CHECK#-4522 TRACE #-042000010215438	124.58-	37,604.59
13 2/18	DDA DEBIT MEMO 4525	187.72-	37,416.87
14 2/18	DDA CHECK # 4527	272.06-	37,144.81
15 2/18	DDA CHECK # 4521	333.04-	36,811.77
16 2/19	DDA CHECK # 4528	603.30-	36,208.47
17 2/19	DDA CHECK # 4526	352.33-	35,856.14
18 2/19	DDA CHECK # 4524	812.23-	35,043.91
19 2/20	DDA CHECK # 4523	1,623.78-	33,420.13
20 2/24	DDA CHECK # 4531	867.45-	32,552.68
21 2/26	DDA CHECK # 4529	1,350.00-	31,202.68
22 2/26	DDA CHECK # 4530	1,350.00-	29,852.68
23 2/29	INTEREST PAID 29 DAYS	1.45 IN	29,854.13

	July	August	September	October	November	December	January	February	March	April	May	June	To Date
Beginning Balance	\$ 12,825.67	\$ 60,428.82	\$ 108,906.27	\$ 96,717.05	\$ 82,035.37	\$ 67,746.53	\$ 52,871.47	\$ 43,395.81					
Ending Balance	\$ 60,428.82	\$ 108,906.27	\$ 96,717.05	\$ 82,035.37	\$ 67,746.53	\$ 52,871.47	\$ 43,395.81	\$ 29,854.13					
Difference	\$ (47,603.15)	\$ (48,477.45)	\$ 12,189.22	\$ 14,681.68	\$ 14,288.84	\$ 14,875.06	\$ 9,475.66	\$ 13,541.68					
Income	\$ 61,256.79	\$ 62,059.64	\$ 708.54	\$ 3.64	\$ 1,130.51	\$ 2.44	\$ 1,156.44	\$ 591.97					\$ 126,909.97
Expense	\$ 13,653.64	\$ 13,582.19	\$ 12,897.76	\$ 14,685.32	\$ 15,419.35	\$ 14,877.50	\$ 10,632.10	\$ 14,133.65					\$ 109,881.51
Difference	\$ 47,603.15	\$ 48,477.45	\$ (12,189.22)	\$ (14,681.68)	\$ (14,288.84)	\$ (14,875.06)	\$ (9,475.66)	\$ (13,541.68)					\$ 17,028.46
INCOME													
City 1%	\$ 60,000.00												\$ 60,000.00
County 1%		\$ 60,000.00											\$ 60,000.00
Micellaneous	\$ 1,255.20	\$ 2,050.00	\$ 701.75		\$ 1,127.50		\$ 1,156.44	\$ 590.52					\$ 6,881.41
Interest	\$ 1.59	\$ 9.64	\$ 6.79	\$ 3.64	\$ 3.01	\$ 2.44	\$ 1.99	\$ 1.45					\$ 30.55
TOTAL FOR MONTH	\$ 61,256.79	\$ 62,059.64	\$ 708.54	\$ 3.64	\$ 1,130.51	\$ 2.44	\$ 1,158.43	\$ 591.97	\$ -	##	\$ -		\$ 126,911.96
EXPENSES													
Fuel Pickups	\$ 322.72	\$	\$ 490.11	\$ 235.33	\$	\$ 474.60	\$ 481.71	\$ 229.24					\$ 2,233.71
Improvements			\$	\$ 250.00									\$ 250.00
IRS taxes	\$ 1,933.39	\$ 2,221.80	\$ 2,048.32	\$ 1,865.04	\$ 1,893.09	\$ 1,776.10	\$ 1,775.12	\$ 1,543.80					\$ 15,056.66
Maintenance & Repair		\$ 72.77	\$	\$ 559.64	\$ 1,031.54	\$ 143.02	\$ 315.01	\$ 713.02					\$ 2,835.00
Micellaneous	\$ 371.53	\$ 130.80	\$ 222.37	\$ 172.47	\$ 219.78	\$ 2,673.99	\$ 169.23	\$ 74.91					\$ 4,035.08
New Trailer													\$
Office	\$ 91.38												\$ 91.38
Purchase Aluminum	\$ 60.00	\$ 47.50	\$	\$ 267.50	\$	\$ 45.00	\$ 45.00	\$ 113.75					\$ 578.75
State unemployment			\$ 49.71										\$ 49.71
State Workmans Comp			\$ 632.39		\$ 693.62	\$ 632.39		\$ 571.12					\$ 2,529.52
Training			\$ 460.00										\$ 460.00
Trucking	\$ 1,700.00	\$ 1,200.00	\$	\$ 2,900.00	\$ 2,829.77	\$ 1,700.00		\$ 3,567.45					\$ 13,897.22
Utilities	\$ 218.57	\$ 91.43	\$ 191.90	\$ 131.94	\$ 160.70	\$ 227.51	\$ 197.98	\$ 347.90					\$ 1,567.93
Wages	\$ 8,656.05	\$ 9,517.89	\$ 8,502.96	\$ 8,003.40	\$ 8,290.85	\$ 6,904.89	\$ 7,348.05	\$ 6,672.46					\$ 63,896.55
Wages health	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00					\$ 2,400.00
TOTAL FOR MONTH	\$ 13,653.64	\$ 13,582.19	\$ 12,897.76	\$ 14,685.32	\$ 15,419.35	\$ 14,877.50	\$ 10,632.10	\$ 14,133.65	\$ -	##	\$ -		\$ 109,881.51

1 per cent budget 2020 as of Mar 1, 2020

	2014-	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	average per month
						8 months as of March 1, 2020	
INCOME							
City 1%	\$	50,000	\$	50,000	\$	60,000	
County 1%	\$	50,000	\$	50,000	\$	60,000	
Micellaneous	\$	26,209	\$	37,948	\$	25,369	6,881
Interest	\$	34	\$	20	\$	39	31
TOTAL FOR YEAR	\$	126,243	\$	137,968	\$	135,408	\$ 29,854 \$ 13,735 months left 2.17
EXPENSES							
Fuel Pickups	\$	3,181	\$	2,218	\$	2,636	\$ 279
Improvements	\$	1,379	\$	1,933	\$	102	\$ 31
IRS taxes	\$	31,233	\$	20,705	\$	22,733	\$ 1,882
Maintance & Repair	\$	2,050	\$	3,156	\$	5,798	\$ 354
Micellaneous	\$	2,991	\$	5,079	\$	1,703	\$ 504
Office			\$	217	\$	83	\$ 11
Purchase Aluminum	\$	899	\$	1,154	\$	789	\$ 72
State taxes(unemp)	\$	2,671	\$	2,964	\$	223	\$ 6
State taxes(WC)			\$		\$	2,516	\$ 316
Training			\$		\$	-	\$ 58
Trucking	\$	2,430	\$	5,540	\$	9,453	\$ 1,737
Utilties	\$	4,418	\$	2,836	\$	2,259	\$ 196
Wages	\$	91,394	\$	91,648	\$	97,154	\$ 7,987
Wages Health	\$	3,600	\$	3,600	\$	3,600	\$ 300
TOTAL FOR YEAR	\$	146,246	\$	141,050	\$	149,049	\$ 13,735