

## **Ottawa-Sandusky-Seneca Joint Solid Waste District**

### **Board of Directors Meeting Minutes 12/19/22**

The meeting of the OSS JSWMD Board of Directors was called to order by the Commissioner Coppeler at 11:45 a.m., held in person at The Garrison at 209 Garrison St, Fremont. Present were Ottawa County Commissioners Mark Coppeler, Don Douglas, and Mark Stahl, Sandusky County Commissioners Charles Schwochow and Russ Zimmerman, as well as Seneca County Commissioner Anthony Paradiso.

Commissioner-elect, Bill Frankart was present to sit through the meeting. Also present were the following OSS SWD staff: Community Outreach Specialist Tim Hassinger, and Director Gary Baty.

**APPROVAL OF MINUTES:** The draft of the minutes from the 10/5/2022 Board of Directors Meeting was presented. Motion to approve the meeting minutes was made by Commissioner Paradiso and was seconded by Commissioner Zimmerman. Unanimous approval of those present was recorded. Motion approved.

**FINANCIAL REPORT:** Director Gary Baty presented the financial report for September, October, and November. September's beginning balance was \$3,691,480.12 with a total revenue of \$186,128.97 and the total expense for the month being \$120,052.22. This makes the end of month balance for September \$3,757,556.87. There is also a balance of \$32,460.00 from an EPA Grant the District had received, leaving the total bottom line for the end of September, \$3,757,556.87. The grant was for a tire collection scheduled that month. For the month of October there was a total revenue of \$201,746.14 and an expense of \$155,359.86 leaving an ending balance for the month of October at \$3,803,943.15. \$23,420.60 of the EPA Grant showing from September transferred into an expense in October. The final balance after adjusting for the grant totals \$3,812,982.55. November had a total revenue of \$181,446.18 and a total expense of \$177,119.84. The ending balance of November was \$3,817,308.89. For the YTD Revenues at this point totals \$2,025,779.24 with expenses YTD being \$1,532,393.33. Commissioner Schwochow motioned to approve the treasurer's report, seconded by Commissioner Douglas. All commissioners present unanimously chose to approve of the financial report. Motion approved.

**SFL RESPONSE TO PROPOSED LICENSE CONDITIONS:** Director Baty quickly wanted to bring to the Boards attention a letter that Sunny Farms Landfill had sent to the Seneca County Health Department responding to the Health Department's proposed license conditions for the 2023 license renewal. In the letter, SFL brought up that they are in full substantial compliance with the terms of its Ohio EPA solid waste permit to install, the Consent Order issued by the Seneca County Common Pleas Court on July 26, 2019 and that given the compliance of both state and county compliance, SFL believes the 2023 operating license should be issued presently, without conditions. The Seneca Health Department wishes to implement conditions for SFL to follow before issuing a 2023 operating license. It was noted by Commissioner Paradiso that the "compliance" Sunny Farms is referring to is more of a compliance within a plan to become completely compliant within state regulations. That landfills cannot fix previous mistakes overnight, and that there must be a plan and timeline for them to right those wrongs.

**EDUCATION STATS/EVENTS:** The District held its second annual Pumpkin composting collection this November with bins available in all three counties fairgrounds for pumpkin and gourd composting. Weights from the year previous to this year show almost three times more participation in each county. Another recurring seasonal outreach program is the Upcycled Ornament Contest encouraging residents to create a holiday ornament out of upcycled materials for the chance to win a \$25 gift card. This is the second annual Upcycled Ornament Contest The District ran.

**SHARING DAY:** The OSS SWD Hosted a Statewide Educators Sharing Day in person and via Zoom to assist Solid Waste Education with shared best practices, programs, along with guest speakers in support of education. Educators joined virtual or in person from the following location around Ohio-Fremont, Owensville, Eaton, Mt. Gilead, Newark, Lindsey, Chardon, Toledo, Steubenville, and St. Clairsville.

**TIRE COLLECTION STATS:** The Tire Collection on September 17th had a total of 205 households participating with a total of 2,008 tires collected, or 502 cars worth of tires were recycled.

**GRANT UPDATES:** A total of \$28,310.44 have been spent so far as a result of the January round of the Competitive Funding Grant. There is only one group from the January round of funding that has not fully submitted their expenses for funding. The June funding only has one group at this point to fully submit their expenses and have been funded through the grant for \$10,000; that group being the Attica Fair Board.

**2023 BUDGET:** Director Baty opened the discussion of the 2023 Budget by first showing the Expected Revenue via trend data for 2023 being 2,339,755.00. The trend goes back 5 years and shows relatively the same increase year to year. Some notable proposed budget changes for 2023 include Changing the part time financial person to full time. Having grants go up to \$219,000 for the year. A reintroduction of an Infrastructure Grant for Township Aim to Be Green sites. To bump up the Health Dept. funding. Some key capital expenditures. More money for County fairs. Lastly, double amount for Commissioner's Discretionary Funds. The key capital expenditures was discussed in greater detail with a 5 year capital plan including purchases of 2 new service trucks and a trailer in 2023 and further purchases in the coming years of replacing Aim To Be Green bins, new cardboard bailer, and a new forklift and box truck by year 5.

The entire 2023 Budget was presented to the Board, as well as a Personnel Policy update recommendation by Dir. Baty regarding the cell phone stipend. Baty recommends the monthly cell phone stipend be updated from \$25 to \$40 for full time employees and from \$10 to \$25 for part-time employees. Commissioner Stahl mentioned that it would be wise to form a Personnel Policy Committee after the new year to review the entire policy to see what all may need updating on it.

**EXECUTIVE SESSION:** The Board called for an executive session at 12:47 to discuss board action on the Personnel Policy Update (Cell Phone stipend), the Budget Base amount, and a proposed Salary percentage increase for OSS staff. Motion to enter into executive session was called by Commissioner Stahl and seconded by Commissioner Zimmerman all commissioners present approved to enter executive session. Session closed at 1:07 with a motion by

Commissioner Stahl, seconded by Commissioner Schwochow - all commissioners present approved to exit session.

**2023 BUDGET AMENDMENT:** The Board amended the budget to equally pay \$40,000 to each county health department. Motion for the approval of the 2023 budget with the amendment was made by Commissioner Schwochow, and seconded by Commissioner Douglas. All commissioners present unanimously approved.

The motion to update the personnel policy in regards to a cell phone stipend was motioned to be approved by Commioner Zimmerman, and seconded by Commissioner Stahl. All commissioners present unanimously approved.

The board proposed a 4% salary percentage increase for the entire OSS staff, along with a \$10,000 bonus to be split among the OSS staff, and a \$4,000 bonus to be given to Director Baty. The Board commended Gary for his great work over the year, and thanked the staff for the important job they do for the community. Motion to approve the salary increase was made by Commissioner Zimmerman and seconded by Commissioner Stahl. All commissioners present unanimously approved.

**PUBLIC COMMENTS:** There was a public comment following the adjournment of the meeting from a member following via zoom. The comment regarded a notice to read an email sent to the commissioners emails regarding the Sunny Farms Landfill expansion permit. The Board read the email aloud and took the information into consideration in the future as there was no action in relation to the Landfill in this board meeting. The board thanked the commentator for reaching out.

**NEW BUSINESS:** No new business to discuss at this time.

**ADJOURN:** Commissioner Zimmerman moved to adjourn, seconded by Commissioner Stahl. Unanimous approval of those present was recorded. Motion approved.

### **NEXT BOARD MEETING**

**February, 2023. Time and location TBD.**