

**BOONE COUNTY**  
*Solid Waste Management District*

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March 16, 2023 - Minutes

I. Call to Order

The meeting of the Boone County Solid Waste Management District Board was held in the Connie Lamar Meeting Room of the Boone County Annex Building on Thursday, March 16, 2023. President Marcia Wilhoite called the meeting to order at 8:33 a.m. with the following members and guests present:

Marcia Wilhoite	President
Craig Melton	Vice President
Don Lawson	Board Member
Jeff Wolfe	Board Member
Tim Beyer	Board Member
Brad Burk	Board Member
Jennifer Thompson	Board Attorney
Jennifer Lawrence	Executive Director
Darla Bevard	Assistant Director
Dale Kennedy	Financial Officer

II. Mrs. Wilhoite started the meeting with the Pledge of Allegiance.

III. Introduction of New Board Member

Mrs. Wilhoite indicated that Zionsville Town Council replaced Mr. Jason Plunkett with Mr. Brad Burk. The Board welcomed Mr. Burk.

IV. Reading of the Minutes of Previous Meeting

Mrs. Wilhoite asked if everyone had a chance to review the minutes of the previous meeting. The minutes of the January 12, 2023 Board Meeting minutes were approved by a motion made by Mr. Wolfe, seconded by Mr. Melton, and passed unanimously.

V. Financial Report

Mr. Dale Kennedy presented the January and February financial reports. There were receipts of \$33,590.59 for January. There were claims presented from a variety of sources for \$18,093.65 leaving a current balance of \$259,418.45 in the KeyBank checking account, \$500.00

in the PNC Checking account and \$467,990.45 in the savings/annuity account for a total dollar amount of \$727,908.90.

There were receipts of \$22,951.72 for February. There were claims presented from a variety of sources for \$22,951.72 leaving a current balance of \$249,660.31 in the KeyBank checking account, \$500.00 in the PNC Checking account and \$468,482.99 in the savings/annuity account for a total dollar amount of \$718,643.30.

Mrs. Wilhoite asked if there were any corrections or objections regarding the January and February financial reports.

The January and February financial reports were read and approval to pay the claims was given by a motion made by Mr. Melton, seconded by Mr. Burk, and passed unanimously. The January and February financial reports are attached and made a part of these minutes.

## VI. Legal Update

Jennifer Thompson indicated that there were no new issues. Mrs. Lawrence has kept her apprised of the ongoing issues with a few haulers.

## VII. Report from the Executive Director

The 11<sup>th</sup> annual Reuse Heart and Sole Shoe Collection was held in February. 7,901 pairs of shoes were collected and delivered to Changing Footprints. Milestone Contractors won the contest with 1,900 pairs; second place was Hussey Mayfield Memorial Public Library with 1,011 pairs and Western Boone High School came in third with 972 pairs of shoes.

Mrs. Lawrence indicated that she was interviewed for What's Up Boone County by Attorney Kent Frandsen, spoke on a couple of segments for Radio Mom, presented two Lunch and Learn classes for the Boone County Senior Services Inc, and had several articles written in the Lebanon Reporter. The articles were on the shoe collection, recycling and on the Lebanon the Cleanest City in Indiana Spring Clean-Up.

The first Municipality grant was awarded to the Boone County Director of Facilities, Max Mendenhall for three water cooler stations. There are two in the KeyBank building and one in the Boone County Annex. There are water bottle filling stations on there with a counter that indicates how many of the bottles have been saved by reusing your own water bottle. This is a great educational tool as well. Mrs. Lawrence indicated that she has a meeting with the Town of Advance later today and is in the process of scheduling more meetings with other towns.

Help us make Lebanon the Cleanest City in Indiana (LTCCII) has scheduled their annual spring clean-up for April 20-22, 2023. The LTCCII committee thought that April may be a better month to help celebrate Earth Day and to hopefully be able to get the schools more involved.

Mrs. Lawrence made pledge cards for Rotarians to get more involved with the LTCCII. This committee was a Rotary initiative, but the District has taken over the leadership which falls into place with the District's mission.

Mrs. Lawrence toured the Pratt Industries building in Whitestown, attended the Association of Solid Waste Management District's webinar, and toured the Plastic Recycling

Inc. with the Indiana Household Hazardous Waste Task Force. Ms. Bevard attended the Educator's Roundtable in Winchester, Indiana and attended the Boone County Healthy Coalition Health Summit.

Lots of Community Grants were ordered and delivered since January. The Boys and Girls Club of Boone County have ordered their recycled plastic tables, Project Help (Caring Center) received their 4 plastic recycled benches, CrownePointe Assisted Living Facility order 4 recycled plastic benches and a recycled plastic table, Hussey Mayfield Memorial Public Library received 415 recycled shopping bags, Presbyterian Preschool Ministry received two recycled plastic benches, Senior Citizens Inc., received one engraved recycled plastic bench, Zionsville Farmers Market received \$3,587.50 for a water fountain that the Town of Zionsville will pay to have it installed, and Zionsville Lions Club received Clearstream recycling bins with signs and bags.

The annual Tox Drop Collection day is scheduled for Saturday, April 29<sup>th</sup> in Lebanon at the Boone County Highway Department and in Zionsville on Saturday, September 16<sup>th</sup>. Advertisements have been posted on social media and in the newsletter.

The District has helped advertise the City of Lebanon's e-waste collection day at the Lebanon High School, we are helping to promote Zionsville Green Fest and donated library bags to all the libraries in Boone County to help celebrate Earth Day.

## VIII. Old Business

### a. Anti-Nepotism Annual Certificate

Mrs. Lawrence indicated that the Board passed Resolution 19-03 establishing a policy prohibiting nepotism in 2019. Mrs. Lawrence indicated that she needs Mr. Burk to review it and sign.

## IX. New Business

### a. Surplus Equipment

Mrs. Lawrence indicated that the office has a couple items that she would like to claim as surplus. Those being two end tables that were damaged by the flood in our office and the water cooler that was replaced by a wall unit that has a bottle refilling station on it. The new cooler was purchased by a municipality grant from us and granted to the Boone County Maintenance Department, so the portable electric water cooler is no longer needed. Mr. Beyer made a motion to approve the list of surplus equipment, seconded by Mr. Wolfe and was passed unanimously.

## X. Announcements

Next regular meeting -

Thursday, June 15, 2023  
Boone County Annex Building  
Connie Lamar Meeting Room -8:30 a.m.

XI. Public Comments

Mrs. Wilhoite indicated that the District also pledged to help Mr. Michael Nance, Boone County Community Corrections with the proper disposal of opioids. Mrs. Lawrence indicated that the money will be deducted from the Sharps disposal line since those funds are not being utilized due to the Health Department being able to use the Covid money.

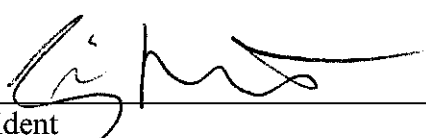
Mrs. Wilhoite expressed that she would like to see the community grants increase next year. Mr. Wolfe asked how much of an increase does the District have over last year? Mrs. Lawrence indicated that it was between \$100,000 to \$150,000. Mr. Melton thought that both lines (Community and Municipality Grants) could use an increase. Mrs. Lawrence also mentioned that she would like to explore the possibility of getting a part-time educator to help out for evenings and week-end events such as Zionsville's Greenfest, Farmer's Markets, etc. Mr. Lawson indicated that the District might consider one or two summer interns. Mrs. Wilhoite indicated that the Board couldn't decide today but for Mrs. Lawrence to add items to the draft budget.

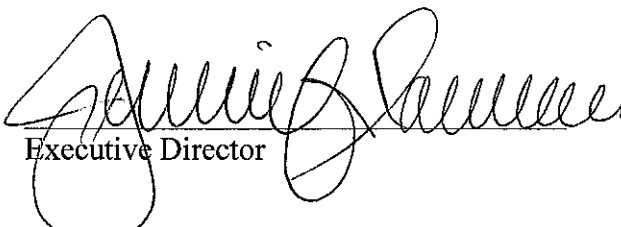
XII. Adjournment

Mr. Melton made a motion to adjourn, seconded by Mr. Beyer and was passed unanimously. Mrs. Wilhoite adjourned this meeting at 9:08 a.m.

XIII. Internal Controls Training for Mr. Burk.

Mrs. Lawrence sent the State Board of Accounts training video link to Mr. Burk who watched it before the meeting and then she gave a brief synopsis of the specific Boone County Solid Waste Management District's Uniform Internal Controls Standards. Mr. Burk had a chance to ask questions and afterwards, signed the Internal Control Training Certification.

  
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President

  
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Executive Director