

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

127 West Main Street • Suite 313 • Lebanon, Indiana 46052  
765-483-0687 • 765-483-0726 (Fax)

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September 21, 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, September 21, 2023. President, Craig Melton called the meeting to order at 8:31 a.m. with the following members and guests present:

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

II. Mr. Melton started the meeting with the Pledge of Allegiance.

III. Introduction of New Board Member

Mr. Melton indicated that the newly appointed Boone County Councilwoman, Mrs. Shari Richey is now on our Board replacing Marcia Wilhoite. The Board welcomed Mrs. Richey.

IV. Reading of the Minutes of Previous Meeting

Mr. Melton asked if everyone had a chance to review the minutes of the previous meeting. The minutes of the June 15, 2023 board meeting minutes were approved by a motion made by Mr. Burk seconded by Mr. Beyer and passed unanimously.

V. Financial Report

Mr. Dale Kennedy presented the June, July, and August financial reports. There were receipts of \$54,645.13 for June. There were claims presented from a variety of sources for \$54,519.11 leaving a current balance of \$109,917.68 in the KeyBank checking account, \$500.00

in the PNC checking account and \$670,898.32 in the savings/annuity account for a total dollar amount of \$781,316.00.

There were receipts of \$48,282.28 for July. There were claims presented from a variety of sources for \$33,659.43 leaving a current balance of \$123,262.95 in the KeyBank checking account, \$500.00 in the PNC checking account and \$672,175.90 in the savings/annuity account for a total dollar amount of \$795,938.85.

There were receipts of \$46,871.88 for August. There were claims presented from a variety of sources for \$28,507.71 leaving a current balance of \$140,370.63 in the KeyBank checking account, \$500.00 in the PNC checking account and \$673,432.39 in the savings/annuity account for a total dollar amount of \$814,303.02.

Mr. Melton asked if there were any corrections or objections regarding the June, July, and August financial reports.

The June, July and August financial reports were read and approval to pay the claims was given by a motion made by Mr. Wolfe, seconded by Mr. Beyer, and passed unanimously. The June, July and August financial reports are attached and made a part of these minutes.

#### VI. Legal Update

Mrs. Jennifer Thompson, board attorney indicated that there were no legal issues at this time.

#### VII. Report from the Executive Director

The District has a new Lebanon High School senior as an intern. His name is Reid Nelson. He is planning on attending college and studying marketing.

Municipality Grant update – this is for eight different municipalities in Boone County. Advance is planning a Tire Amnesty Day with any remaining monies to go towards park amenities.

Boone County purchased three water bottle refilling stations and have exceeded 8,000 bottles saved; they also purchased a recycled plastic picnic bench for employees at the Boone County Annex.

Lebanon – They are receiving five roll-off bins for a cleanup event at Stone Eater Bike Park.

Jamestown – Purchased two exterior water bottle refilling stations.

Thorntown – The District is paying for the Heavy Trash Event and possibly items for the Trail.

Ulen – We have reached out, but they have not submitted a request as of yet.

Whitestown – They purchased benches for the town parks.

Zionsville – The District is paying for the tires and freon appliances collected from the Heavy Trash Days.

The ABC (A Bench for Caps) Program had groups that collected the caps for benches and they were delivered to the Community Garden at the Lebanon Church of Christ on Indianapolis Ave and a memorial bench was placed at the Boone County Mental Health Facility on Fordice Road. The District bought some little bins to help encourage residents to start collecting their caps.

The District has a link on their website where residents can request Zero Waste items. There are family tote bags, water bottles and slings, zero waste lunch kits (we also do an educational class on this), pet waste bags, plastic cap collection bins and reusable shopping bags. The residents schedule a time to come to the office to pick up their items. If they are willing to make the effort of picking up these items, we believe they will properly use them.

Community outreach included the District staff who distributed the family tote bags at the Lebanon pool and donated some to the Whitestown Splash pad participants. The Zionsville Lions Club borrowed 25 clearstream bins to recycle at the Zionsville Fall Festival. Cigarette Butt Buckets were delivered to Tractor Supply, Americana - The Lebanon Grill and Thorntown Park.

Community Grants items purchased were recycled plastic benches that went to Senior Citizens Inc. on S. Lebanon Street, Presbyterian Preschool Ministry (PPM), Caring Center, Whitestown Lions Club Park, CrownePointe Senior Living Facility, and the Humane Society. Mulberry Fields Park received a three sort (trash, and recyclables) bin and a bulletin board made from recycled plastic. The Boys and Girls Clubs received three picnic tables and Zionsville Lions Club Park received picnic tables.

Ms. Bevard taught a class at the Hussey Mayfield library on water ecology for Zionsville Creek Week, Mrs. Lawrence taught a class at the Lebanon Library called E.A.R.T.H. (Everyone agreeing to recycle trash at home) and Ms. Bevard taught a recycling class to the kids at WAVE in Thorntown.

Ms. Bevard attended two Indiana Environmental Educational roundtables, one with the Wabash SWMD and the other one with Marshall County SWMD. Mrs. Lawrence attended the AISWMD Director's roundtable as well as toured the Lighting Resources facility through the IN HHW Task Force. Mrs. Lawrence wanted to thank the Commissioners for allowing the District to participate in the Boone County space study.

Help make Lebanon the Cleanest City in Indiana (LTCCII) had several litter clean-ups this summer that recently included Tractor Supply/Anytime Fitness area and Speedway South/Starbucks area. Attending the events were the District staff, Rotarians, Arc of Greater Boone County and Amazon workers. The Heart of Lebanon, Kiwanis and the Indiana United Methodist Children's Home made teams and went out on their own to pick up litter at different times during the past few months. The LTCCII is hosting their annual coloring contest. Our intern, Reid Nelson sent them to the local elementary schools to download the coloring pages and participate. The District also has distributed them to the Lebanon Boys and Girls Club, Lebanon Street Department, Dairy Queen, PPM, and 350 copies to Base (Before and After school program). President Melton indicated that we could drop off the coloring sheets at Americana Grill.

The Fall Tox Day was held at the Zionsville Municipal Services Building on Saturday, August 16, 2023. There were 640 vehicles that dropped off their household hazardous wastes and/or electronics. Mrs. Lawrence indicated that she doesn't have the breakdown of the materials yet but she will give the update at the next Board meeting. The staff took a poll of everyone that came through asking how they heard of the event and the majority were social media/websites.

Mrs. Lawrence wanted to thank the Boone County Health Department for providing two workers to help record the vehicles and traffic control, Zionsville Street/Stormwater Department, and the Zionsville Police Department for allowing the event to occur on their property and to our contractor NuGenesis.

Upcoming events include two more LTCCII litter cleanups. September 28 we will be meeting at the old Denny's on St Rd 32 West and cleaning up the Sam Ralston/Main Street areas. The October one will be on October 26 and will be around the Courthouse Square to prepare for the Mischief on Meridian event. The LTCCII coloring contest submissions are due by October 16<sup>th</sup> and will be judged by coin collection from Rotary members. The coloring sheets will be placed in business windows around the Square for the Mischief on Meridian event. The deadline for the Community Grants is September 29<sup>th</sup>. Mrs. Lawrence encouraged the Board members to spread the word to see if any organizations they know may be interested in applying.

#### VIII. Old Business

There was no old business to discuss.

#### IX. New Business

##### a. Junk/Scrap Collector

Mrs. Lawrence indicated that she received a call from a new business, and they will be collecting items such as furniture from residents and taking them to the ReStore, Goodwill, etc. as well as hauling junk/scrap to the transfer station or a landfill. These typically are just a pickup and on to the next customer. There is no way of figuring out how much weight each load will be able to pass the fee along to the customer. There are a lot of small local junk/scrap collectors lately and we need clarification if the Board wants to have these services as licensed haulers. There was a consensus that we do not register the junk/scrap collectors at this time. Mrs. Thompson suggested that Mrs. Lawrence review the resolution and clarify the wording. She indicated that we be consistent with our responses to all junk/scrap collectors.

##### b. District Personnel Manual

Mrs. Lawrence indicated that she has updated the job descriptions for both the Executive Director and the Assistant Director and added a new one for the Education/Outreach Coordinator. With the addition of a new employee, Mrs. Lawrence thought it would be the right time to prepare a District Personnel Policy. She will work on the draft and bring it to the Board for review in November.

X. Announcements

Next regular meeting -

Thursday, November 16, 2023  
Boone County Annex Building  
Connie Lamar Meeting Room -8:30 a.m.

XI. Public Comments

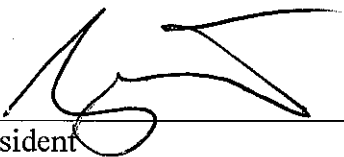
President Melton indicated that the District received thank you cards from the Wilhoite family for a memorial bench for previous Board Member, Marcia Wilhoite and one from Freedom Church thanking us for the donated rulers for the backpack program.

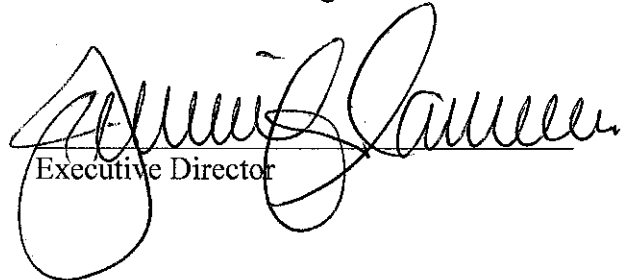
XII. Adjournment

Mr. Burk made a motion to adjourn, seconded by Mr. Beyer and was passed unanimously. The meeting adjourned at 9:07 a.m.

XIII. Internal Controls Training for Mrs. Richey.

Mrs. Lawrence sent the State Board of Accounts training video link to Mrs. Richey 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. Mrs. Richey 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