

MINUTES OF THE DUBUQUE METROPOLITAN AREA
SOLID WASTE AGENCY MEETING
March 17, 2021

MEMBERS PRESENT: David Resnick, Ric Jones, Harley Pothoff

STAFF PRESENT: Ken Miller, John Klostermann, Bev Wagner, Doug Hughes

OTHERS PRESENT: Kyle Caton, Brian Harthun, Jenny Larson, Jeff Phillips, Will Nicholson, Garrett Williams

Due to social distancing guidelines related to the COVID-19 pandemic, the DMASWA Board Members and Staff participated by webinar and did not meet in person. The virtual meeting was presented via GoToMeeting and the public was invited to participate by logging into the Web Link: <https://global.gotomeeting.com/join/417726221> or by calling (877) 568-4106 and entering Access Code: 417-726-221#.

Vice-Chairperson Resnick called the meeting of the Dubuque County Metropolitan Solid Waste Agency to order on Wednesday, March 17, 2021 at 9:00 a.m. at the Municipal Services Center, 925 Kerper Court, Dubuque, Iowa.

Mr. Resnick read the DMASWA Mission Statement.

Mr. Miller informed the Agency Board that Item #5 on the Agenda regarding an Agreement for E-Scrap Management has been pulled due to not receiving the signed contract from the vendor in time for this meeting.

Motion by Mr. Jones, seconded by Mr. Pothoff, carried unanimously, to approve the minutes of the February 17, 2021 regular meeting.

Mr. Miller reviewed the Operating Statement and Tonnage Report with the Agency Board for February 2021. Year-to date, revenue is at 77.3% and expenses at 53.8% of the FY21 budget, respectively. A Certificate of Deposit matured on March 13, 2021 and will be renewed with Fidelity Bank & Trust for one year at an interest rate of 0.4%.

On the Hauler Tonnage Report through the month of February, tonnage is down from last year at this time. Residential Haulers maintain strong due to people working from home, eating at home and doing carry out which is an increase in revenue. Commercial haulers' tonnage is down from February 2020. However, over the last few months the percentage haulers were down versus last year has started to decrease. Tonnage was low in February with only receiving 7,919 tons. February is typically a slow month and, having the cold weather snap that we had, slowed down tonnage. As the weather starts to rebound, tonnage is expected to return to normal seasonal numbers.

Diversion and Beneficial Use Materials show a decrease in appliances, electronics, metal recycling, rural recycling, yard waste and organic materials from February 2020. Tires have substantially increased, HHM showed a slight increase, and glass recycling continues to perform well.

Exceptional Wastes and County Tonnage show an increase in contaminated soil, WR&RC Grit and Diatomaceous Dirt and special waste and asbestos have decreased from this time last year. All county tonnage is down from last year at this this time except for Delaware County.

Motion by Mr. Pothoff, seconded by Mr. Jones, carried unanimously to approve the Operating Statement and Tonnage Report for March 2021.

Mr. Miller requested the Board's approval of a resolution authorizing Amendment #1 of the approved FY2022 budget. The Agency utilizes the Enterprise Resource Planning financial system used by the City of Dubuque. The City of Dubuque began the process to select a vendor for this financial system and selected Government Finance Officers Association Research and Consulting Center to provide selection advisory services. Through its process the City has selected Tyler Technologies for the ERP system with an estimated total cost of \$2,451,713 for all phase of implementation. Since the DMASWA utilizes the system, the Agency's share of these costs is estimated at \$137,866 in FY2022. Selection of the software vendor by the City occurred after the Agency's FY2022 Budget was approved.

To provide for the planned expenditure in the FY2022 budget, the Board is requested to authorize the adjustment to the budget from anticipated expenses since its adoption in December 2020. This adjustment will add an additional \$137,866 to the FY2022 Capital Projects budget related to all implementation phases for the new software. An additional \$35,841 will also be added to the operational budget for annual software maintenance related to maintaining both systems during the transition period. This amount will decrease by an estimate of \$10,268 in FY2023 after the existing software is cancelled. The total of these adjustments will add an additional \$173,707 to the FY2022 expenditure budget for a total of \$5,761,307.

Motion by Mr. Jones, seconded by Mr. Pothoff, carried unanimously, to adopt Resolution 2021-46 approving Amendment #1 to the FY2022 budget reflecting an increase in expenses in the amount of \$173,707 for a total expenditure budget of \$5,761,307.

Mr. Miller requested the Board's approval of an Agreement with Weikert Iron & Metal Recycling of Muscatine, Iowa for appliance recycling and disposal service. The current agreement is to expire on June 30, 2021.

At the January 20, 2021 meeting, staff was authorized to release a Request for Proposals for Appliance Recycling and Disposal Service. The RFP was sent to six (6) permitted appliance recyclers and posted on the Agency's website. The RFP required the loading, transportation, and de-manufacturing of appliances collected by the DMASWA for metal recovery and disposal of hazardous materials. The term of the new Agreement is for three (3) years with the option of a two (2) year extension.

Weikert Iron and Metal Recycling was the only vendor who responded with a fee of \$9.00 per unit which is the same as the current disposal cost per unit in the expiring agreement.

Motion by Mr. Pothoff, seconded by Mr. Jones, carried unanimously, to receive and file the documents and approve Resolution 2021-47 authorizing the Vice-Chairperson to sign the Agreement with Weikert Iron and Metal Recycling on behalf of the Dubuque Metropolitan Area Solid Waste Agency.

Correspondence presented to the Board were as follows: Waste Minimization Grant Status Report; Education and Communication Coordinator's Monthly Report; Red Cross Hometown Hero's Award and, Gas Project Update.

Motion by Mr. Jones, seconded by Mr. Pothoff, carried unanimously to receive and file the correspondence.

Election of Board Chairperson and Vice-Chairperson were held for the term of April 1, 2021 to March 30, 2022.

Motion by Mr. Pothoff, seconded by Mr. Jones, carried unanimously, to appoint David Resnick as Chairperson of the DMASWA for the term beginning April 1, 2021 to March 30, 2022.

Motion by Mr. Resnick, seconded by Mr. Pothoff, carried unanimously, to appoint Ric Jones as Vice-Chairperson of the DMASWA for a term beginning April 1, 2021 to March 30, 2022.

Mr. Pothoff addressed the Board requesting the DMASWA Board meetings be changed from 9:00 a.m. to 12:00 p.m.

Mr. Pothoff congratulated the recipients of the Red Cross Award and the staff at the DMASWA landfill.

No comments were received from the public.

The next meeting of the DMASWA is scheduled for Wednesday, April 21, 2021 at 12:00 p.m.

Meeting was adjourned at 9:35 a.m.

Respectfully submitted,



Mona Manternach
Agency Secretary

