

MINUTES OF THE DUBUQUE METROPOLITAN AREA  
SOLID WASTE AGENCY MEETING  
August 18, 2021

MEMBERS PRESENT: Ric Jones, David Resnick (via zoom), Harley Pothoff

STAFF PRESENT: Ken Miller, John Klostermann, Bev Wagner, Arielle Swift and Doug Hughes (via zoom)

OTHERS PRESENT: Brian Harthun, Will Nicholson, (both via zoom), Chuck Isenhardt

The public had the option to view and participate in the meeting at the Municipal Services Center or virtually. To comply with social distancing, capacity limits were in place at the Municipal Services Center and specific guidelines were followed if maximum capacity was reached. If attending the meeting in person, guidelines were in place and directions given by staff were abided.

The virtual meeting was presented via GoToMeeting and the public was invited to participate in person or 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#.

The public was invited to provide input prior to, during, and after the regular portion of the meeting. Ways to provide questions or comments included contacting the DMASWA Board & Staff <https://www.dmaswa.org/about-us/agency-administration/board-staff/>.

Vice-Chair Jones called the meeting of the Dubuque County Metropolitan Solid Waste Agency to order on Wednesday, August 18, 2021 at 12:03 p.m.

Mr. Jones read the DMASWA Mission Statement.

Motion by Mr. Resnick, seconded by Mr. Pothoff, carried unanimously, to approve the minutes of the July 21, 2021 regular meeting.

Mr. Miller reviewed the Operating Statement and Tonnage Report with the Agency Board for FY2021 Period 13 and July 2021. There was not much change in revenue between Period 12 and Period 13 in revenue. Revenue for FY2021 exceeded the proposed budget by approximately 1.3 million dollars.

As mentioned in last month's meeting, the Agency was over the proposed budget for expenses due to expense items being coded to the general operating expenses instead of capital expenses.

Regarding the FY2022 operating statement, City Finance is still completing the budget proposal figures for revenue. However, in July 2021, the Agency collected over one million dollars in revenue which is approximately 20% over the proposed budget for FY2022.

Expenses are at 9.98% of the FY2022 budget which is over the budgeted amount to date due to costs for supplies related to maintenance.

Interest rates for Certificate of Deposits continue to trend lower. Most of the CDs have been moved to six months' renewal so if the rates go back up we can capture those higher rates.

On the Hauler Tonnage Report for July 2021, 19,455 of tonnage was received which is an increase of 61% from July 2020. A good percentage of that tonnage came from contaminated soil being brought in from across the river and Clayton County from power lines and natural gas projects where they have to dispose of that soil in a landfill. A number of our haulers are continuing to trend upward compared to last year with the exception of the City of Dubuque and Republic Services.

Diversion and Beneficial Use Materials are up from last year at this time except for tires and CoD organics. Rubble and sand showed an increase and ASR was down 68% from July of 2020.

Exceptional Wastes and County Tonnage showed an increase in contaminated soil, special waste, asbestos and Diatomaceous Dirt. County Tonnage was up except for Illinois and Jackson County.

Motion by Mr. Pothoff, seconded by Mr. Resnick, carried unanimously to receive and file and approve the Operating Statement for Period 13 and July 2021 and Tonnage Report for July 2021.

Mr. Miller provided information to the Agency Board in regards to the acceptance of the public improvement construction contract for the DMASWA Water Main Project – Phase 1.

The Project was completed by Temperley Excavating, Inc. for a final contract amount of \$69,287.10 which resulted in an increase of 38.6% from the original contract amount of \$50,003. The added costs incurred were a result of actual final quantities constructed.

When reviewing the final quantities, engineering staff discovered an error in the item quantities included in the Bid Proposal documents from the quantities identified in the construction plan documents.

Assistant City Engineer Robert Schiesl is recommending the Agency Board accept the public improvements in the final contract amount of \$69,287.10 to Temperley Excavating, Inc. for the DMASWA Water Main Extension Project – Phase 1 and authorize the issuance of Progress Payment #2 in the amount of \$7,612.75 and also release the final payment of \$3,464.35 for a total of \$11,077.10.

Motion by Mr. Pothoff, seconded by Mr. Resnick, carried unanimously, to authorize the Chairperson to sign Resolution 2022-8 accepting the DMASWA Water Main Extension Project-Phase 1 and authorize the Solid Waste Administrator to issue payment to Temperley Excavating, Inc. in the amount of \$11,077.10.

Mr. Miller requested the approval of a resolution authorizing the Solid Waste Administrator to endorse the Memorandum of Understanding (MOU) outlining support for the Sustainable Schools AmeriCorps. The current program will end in August 2021 and the Agency has the opportunity to continue this program for the 2021-2022 school year with the same partnership between the University of Northern Iowa (UNI), Holy Family Catholic Schools and DMASWA. Under the proposed agreement, UNI will provide two (2) three-quarter time members (Sept.-Aug.) and two (2) minimum time members (June-Aug.) who will be housed at a location provided by Holy Family Schools. In exchange, DMASWA will

provide in-kind support by providing site supervision for the members and provide financial support, not to exceed \$8,500. The expense of this MOU is a cash match for the Federal Grant Program through UNI and for \$1,432.75 travel expenses of the members in FY21. The FY22 approved budget provides funding for this agreement in the Education and Communication Activity.

Motion by Mr. Pothoff, seconded by Mr. Resnick, carried unanimously, to adopt Resolution 2022-9 approving the Sustainable Schools AmeriCorps Memorandum of Understanding between the University of Northern Iowa and Holy Family Catholic Schools.

Mr. Miller requested the Board's approval of a resolution authorizing the Solid Waste Agency Administrator to issue payment to the Iowa DNR for the FY21 4<sup>th</sup> Quarter Solid Waste Tonnage Tax.

The solid waste tonnage tax for FY21 Quarter 4 requires a payment to the Iowa DNR in the amount of \$96,210.66 (\$2.10/ton). The Local Retainage Fund 941, funded through the local retainage of this tax, will be funded by a transfer of \$71,012.63 (\$1.55/ton) from the general fund and is required to be disbursed in a manner consistent with Section 455B.310 of the Iowa Code.

Motion by Mr. Resnick, seconded by Mr. Pothoff, carried unanimously, to adopt Resolution 2022-10 directing the City of Dubuque Director of Budget and Finance to issue payment to the Iowa DNR in the amount of \$96,210.66 for the FY21 4<sup>th</sup> Quarter Solid Waste Tonnage and to transfer funds in the amount \$71,012.63 to the Agency's Local Retainage Fund 941.

Mr. Miller provided information to the Agency Board to approve a resolution authorizing payment to the Delaware County Solid Waste Commission (DCSWC) for the Quarterly Retained Fees Payment specified in the contract between the Agency and the DCSWC.

The retainage fee payment is funded by the Local Retainage Fund 941, funded through the Solid Waste Tonnage Tax of \$1.55/ton. Per the contract, DMASWA is to issue payment to DCSWC for eligible tonnage generated in Delaware County and delivered to the Agency's landfill, less \$0.25/ton retained by the Agency.

The DMASWA records indicate 4,706.24 tons of solid waste was received from Delaware County during FY21 Quarter 4. Based on the previously mentioned formula, a payment of \$6,118.11 should be issued to the DCSWC.

Motion by Mr. Pothoff, seconded by Mr. Resnick, carried unanimously, to approve Resolution 2022-11 authorizing the Solid Waste Administrator to issue payment in the amount of \$6,118.11 to the Delaware County Solid Waste Commission.

Correspondence presented to the Board was the Approval of Financial Assurance Requirements for Calendar Year 2021.

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

The following staff reports were submitted to the Agency Board: Waste Minimization Grant Status Report; Education and Communication Coordinator's Monthly Report; Gas Project Update; Campus Waste Reduction Partnership Update.

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

Public Input was given by Chuck Isenhardt, 1665 Kaufmann Avenue, Dubuque.

The next meeting of the DMASWA is scheduled for Wednesday, September 22, 2021 at 12:00 p.m.

Meeting was adjourned at 12:50 p.m.

Respectfully submitted,

A handwritten signature in blue ink that reads "Mona Manternach". The signature is written in a cursive style with a prominent loop at the end of the last name.

Mona Manternach  
Agency Secretary