

MINUTES OF THE DUBUQUE METROPOLITAN AREA  
SOLID WASTE AGENCY MEETING  
September 22, 2021

MEMBERS PRESENT: Ric Jones, David Resnick, Harley Pothoff

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

OTHERS PRESENT: Brian Harthun, Will Nicholson, Christine Collier, Josh Chamberlain

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 and specific guidelines followed.

The virtual meeting was via GoToMeeting and the public 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/>.

Chair Resnick called the meeting of the Dubuque County Metropolitan Solid Waste Agency to order on Wednesday, September 22, 2021 at 12:00p.m.

Mr. Resnick read the Agency Mission Statement.

Motion by Mr. Jones, seconded by Mr. Resnick, to approve the minutes of the August 18, 2021 regular meeting. Motion carried 2-0.

Mr. Miller reviewed the Operating Statement and Tonnage Report with the Agency Board through August 2021. City Finance is still inputting revenue into the budget software so there is no budget proposal for FY2022 on the Operating Statement. Year-to-date revenue for FY2022 is currently at approximately \$1.7 million. Expenses year-to-date are at approximately \$770,000. City Finance is also working on the Capital Projects budget for FY2022...

Interest rates for Certificate of Deposits are still low and renewed for a 6-month period until interest rates increase.

On the Hauler Tonnage Report through the month August 2021, 16,700 tons of material came into the landfill. Tonnage is 50.79% over what the landfill received from the first 2 months of last year. The biggest increase in tonnage was from Town and Country.

Diversion and Beneficial Use Materials showed most of the materials have positive trends versus last year except the City of Dubuque organics. Sand and rubble have increased and ASR showed a decrease from this time last year.

Exceptional Wastes and County Tonnage show an increase in contaminated soil, special waste, asbestos and Diatomaceous Dirt from August of FY2021. County Tonnage has increased except for Jackson County and tonnage from Illinois, which show a decrease from last year in August.

Motion by Mr. Jones, seconded by Mr. Pothoff, carried unanimously to receive, file, and approve the Operating Statement and Tonnage Reports for August 2021.

The approval of a resolution from Mr. Miller was requested authorizing carry over budgeted, unspent and unencumbered funds from FY2021 to FY2022 and adjustments to the FY2022 budget amounts since its adoption.

Funding of unencumbered expenditures and balancing the FY2022 budget needs the Board's authorization to carryover the funds and make adjustments to the budget from anticipated expenses since its adoption in December 2020. The total adjustments will add an additional \$1,449,564 to the FY2022 expenditure budget for a total of \$7,037,164.

Adjustments needed to cover certain items identified by staff include the following:

- Decrease in the Waste Minimization Grant funding (\$75,000)
- Increase in the Contract Administration Service (\$148,508)
- Decrease in Groundwater Corrective Action Plan/Cell 9 Gas Collection System (\$95,110)

The total requested adjustments amount to (\$283,460) decreasing the total FY2022 expenditure budget to \$6,753,704.

Motion by Mr. Pothoff, seconded by Mr. Jones, carried unanimously, to authorize the Chairperson to sign Resolution 2022-12 approving the First Amendment to the FY2022 Budget.

Mr. Miller provided information and requested the Board's approval of a Residential Compost Distribution Bunker Agreement with the City of Cascade and the City of Epworth.

The proposed term of the agreements are for two (2) years, with automatic annual renewal for a period of one (1) year unless written notice is delivered by either party to the other party not less than sixty (60) days prior to the expiration of the then current term.

Motion by Mr. Jones seconded by Mr. Pothoff, carried unanimously, to authorize the Chairperson to sign Resolution 2022-13 approving the Residential Compost Distribution Bunker Agreement with the City of Cascade and, Resolution 2022-14 approving the Residential Compost Distribution Bunker Agreement with the City of Epworth.

Mr. Miller conveyed a recommendation from the Grant Review Committee regarding the grant application received from Heritage Works, Inc.

Ken Miller, Bev Wagner and Beverly Berna met to consider the grant application received from Heritage Works, Inc. Heritage is requesting funds to produce a video recording of the restoration training they are conducting in October. Considering waste minimization grant policy guidelines, previous disbursements, future obligations and the recommended review criteria, the Committee evaluated the grant request as a request for funding for education purposes. Education grants do not require the applicant to provide matching funds. The Committee recommended denying the request for funding of \$5,000. The Committee felt the overall project meets the criteria of Waste Minimization. However, the Committee felt the video proposed, to be three to five minutes in length, would not be sufficient to convey the educational aspects of the workshop. The Committee felt that for the video to have educational value, the video would have to convey the skills taught during the workshop in a way that would allow the viewer to replicate those skills.

Motion by Mr. Jones, seconded by Mr. Pothoff, carried unanimously, to receive and file the grant application and concur with the Waste Minimization Grant Committee to deny the request for funding from Heritage Works, Inc.

Mr. Miller discussed the attendance of the Agency Board at the RNG Plant Ribbon Cutting. This attendance would not constitute a meeting as long as there is no deliberation or action, upon any matter within the scope of the Board's policy-making duties, which means no discussion of policy. This meeting will constitute a gathering for ministerial purposes and would not constitute a meeting as defined by the Open Meetings Law.

Motion by Mr. Pothoff, seconded by Mr. Jones, carried unanimously, to receive and file the Notice of Gathering of the Agency Board of Directors for Ministerial Purposes and allow the Notice in accordance with the Iowa Code.

Correspondence received by the Board was a letter from the EPA regarding New Air Emission Regulations.

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

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

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

The Board received no public comments

The next regular meeting of the DMASWA will convene on Wednesday, October 13, 2021 at 11:30 a.m.

Meeting adjourned at 12:48 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Mona Manternach".

Mona Manternach  
Agency Secretary