

**SOLID WASTE AUTHORITY OF CENTRAL OHIO
BOARD OF TRUSTEES MEETING**



February 3, 2009

**Administrative Office Building
4239 London-Groveport Road
Grove City, Ohio 43123**

Meeting Minutes

1. **Call to order of regular meeting** – Chairman Frick called the meeting to order at 2:41 p.m.
2. Mr. Mills led the **Pledge of Allegiance**.
3. **Roll Call** – The Secretary called the roll and the following board members were present: Colleen Briscoe, Bob Clemons, Jackie LaMuth, Bill Lotz, Kenneth Wilson, Vice-Chairman Dave Bush and Chairman Brad Frick.

SWACO staff present – Executive Director Ron Mills, Harold Anderson, Paul Koehler, Joe Roush, Terri Merriman, Rick Dodge, Tim Berlekamp, Elizabeth Hosler, Albert Iosue, Letitia Pleasant, Joe Huston, John Remy, Mike Mentel and Bonni Trice.
4. **Approval of minutes for January 13, 2009 meeting** – Mr. Bush moved to approve the January 13, 2009 meeting minutes; seconded by Ms. Briscoe. Approved 7-0.
5. **New Business**

Executive Session

Resolution 10-09 to convene into executive session in accordance with Ohio Revised Code 121.22 (G)(1) to consider personnel matters.

Mr. Lotz made a motion to adjourn into executive session; seconded by Mr. Clemons. Mr. Koehler called the roll call. Approved 7-0. There will be board action following the Executive Session. The board members moved into executive session at 2:42 p.m. Ms. LaMuth made a motion to adjourn the executive session; seconded by Ms. Briscoe. The motion was adopted by roll call vote, approved 7-0. The regular board meeting resumed at 3:46 p.m.

Administrative Services Committee

Resolution 11-09 authorizing the final correction of errors to the SWACO Employee Handbook.

Ms. Pleasant explained to the members that after the employee handbook was approved at the December Board Meeting, errors were found. The mistakes are corrected by this resolution.

Resolution 12-09 authorizing a contract with Spectrum Human Resources Systems Corporation for Human Resources Information System (HRIS) Implementation (\$35,000).

Ms. Pleasant told members that the HRIS system will help HR be more efficient. Currently everything is done in Excel spreadsheets and other programs. After the existing program is upgraded staff will be able to work in the new program and the systems in the Finance Department and Human Resources will now be connected. No additional staffing will be required to implement the program.

Resolution 13-09 authorizing a contract with the law firm of Dinsmore & Shohl LLP (\$31,000).

Resolution 14-09 authorizing a contract modification with Buckingham, Doolittle & Burroughs, LLP (\$43,697.50).

Mr. Anderson presented both Resolutions 13-09 and 14-09 together. Last year SWACO worked closely with the City of Columbus to explore alternative options to fund solid waste management operations. Buckingham, Doolittle & Burroughs was hired initially to perform these services. They were hired with the consent of the City of Columbus. Midway through the process, the attorneys working on the project left the law firm and resumed services at the law firm of Dinsmore & Shohl. These two resolutions represent the final payment to Buckingham, Doolittle & Burroughs, LLP and Dinsmore & Shohl. The project is completed at this time. Chairman Frick explained to the board members that these resolutions were discussed at the Administrative Services Committee. He informed the members that large law firms are necessary to handle the issues that need addressed by SWACO; small firms are not equipped to perform the services required. Large firms cost more than small firms.

Audit & Finance Committee

Resolution 15-09 authorizing a memorandum of agreement with the Auditor of State of Ohio and Schneider Downs and Co., Inc. to conduct annual audits of SWACO for the years 2008-2012 (\$295,000).

Mr. Koehler explained that SWACO's prior auditors completed their contract. The auditor that SWACO hires works for the board but performs the audit for the Auditors of

the State of Ohio. It is SWACO's responsibility to pay for the costs. Schneider Downs and Co. was the company that did the Performance Audit for the SWACO Board of Trustees. The company was ranked the highest on the technical score and is the firm staff is recommending. The rates charged by Schneider Downs are comparable to other firms their size.

Resolution 16-09 authorizing the Executive Director to publish notice of rates, fees and charges for the disposal of out-of-district solid waste at SWACO facilities and to conduct public hearings on proposed rates, and to convene the Solid Waste Rate Advisory Board.

Mr. Mills presented the resolution explaining to the members that the finances and options in this resolution will enable SWACO to move more quickly after the board makes decisions. This resolution is not to increase the base rate of tipping fees to Franklin County residents. This resolution addresses the rate for out-of-county waste to be received at the Franklin County Sanitary Landfill. Board members and staff discussed. Mr. Mills explained that SWACO did a marketing study last year which showed that the Franklin County Sanitary landfill gate rate is much lower than other landfills in our region.

Engineering, Operations & Compliance Committee

Resolution 17-09 authorizing a contract with FirmGreen Fuels of Ohio LLC, to purchase a Compressed Natural Gas Honda Civic and waiving competitive sealed bids (\$26,026)

Mr. Huston explained that SWACO was unable to obtain this vehicle at a dealership but FirmGreen had a vehicle available immediately. By purchasing the vehicle from FirmGreen there will be no delivery charge.

Board of Trustees Resolutions

Resolution 18-09 authorizing the 2008 Performance Compensation Plan for Ronald J. Mills.

Mr. Clemons, chairman of the Administrative Services Committee presented Resolution 18-09, authorizing the 2008 performance compensation for Ronald J. Mills for \$25,000. The Administrative Services Committee (ASC) met and reviewed the Executive Director's accomplishments in accordance with his employment contract with the Board of Trustees. It is the ASC's recommendation to the board to compensate Mr. Mills \$25,000. Funds for this compensation are included in the approved 2008 budget.

Consent Agenda

Mr. Koehler read the resolution number on today's consent agenda. Mr. Wilson requested that Resolution 18-09 be removed from the consent agenda. Ms. LaMuth moved to adopt the consent agenda; seconded by Ms. Briscoe. The Consent Agenda was adopted by roll call vote, Trustees Briscoe, Clemons, LaMuth, Lotz, Wilson, Vice-Chairman Bush and Chairman Frick voting aye. Resolutions 10-09, 11-09, 12-09, 13-09, 14-09, 15-09, 16-09 and 17-09 were adopted 7-0.

Resolutions Removed from Consent Agenda

Mr. Wilson requested that Resolution 18-09 be removed from the consent agenda citing that it was not included in the board packet which was distributed to the members prior to the board meeting. Mr. Wilson moved for Resolution 18-09 to be returned to the Administrative Services Committee for further consideration and brought back to the members at the March 10 retreat for a vote, along with the 2009 performance goals for Mr. Mills; the motion was seconded by Ms. Briscoe. The motion was not approved by a vote of 1-6. Ms. LaMuth moved to adopt Resolution 18-09; seconded by Mr. Clemons. The resolution was adopted by a vote of 6-2, Mr. Bush and Mr. Wilson voting no.

6. **Board Discussion**

There was no discussion.

7. **Executive Staff's Report**

A. **2008 Investment report**

Mr. Koehler referred to the handout in the member's packet to explain how SWACO's funds performed for last year. The EPA Trust Fund, which is a longer outlook, outperformed expectations. Mr. Bush questioned SWACO's investment policy and Mr. Koehler explained that the board passed a policy, which is followed.

B. **2008 Media Results**

Mr. Remy presented the 2008 media results. Eleven million readers saw news about SWACO in the print media last year. Over nine million viewers and listeners of TV and Radio stations heard about SWACO. The website had 220,000 visits in 2009. SWACO will move into "social media" in 2009 (facebook, twitters, etc.). Mr. Mills added that he received a call from a State Representative in the Commonwealth of Virginia that challenged the Governor to have a website like SWACO's.

C. Waste Receipts – year-to-date

Mr. Mills explained that during 2009 staff will work towards bringing more revenue into SWACO. He presented the final waste disposal figures for 2008. Waste across the board is down. Mr. Mills shared charts which showed where the volume of Central Ohio garbage is going for disposal. Staff and members discussed possible options.

8. Staff Approved Contracts & Expenditures

Board members and staff discussed December, 2008 Staff Approved Contracts and Expenditures.

9. Public Comment Period

10. Upcoming Meetings

Legal & Legislative Committee - CANCELLED

February 12, 2009 - 5:00 pm

Frick Law Building

1265 Neil Avenue

Columbus, Ohio

Joint Committee Meeting

Planning, Program & Development Committee

Engineering & Operations Committee

February 17, 2009 – 2:30 pm

SWACO Administrative Office Building

Administrative Services Committee

February 17, 2009 – 5:00 pm

Frick Law Building

Audit & Finance Committee

February 19, 2009 – 4:00 pm

Bank of America

10 W. Broad Street

Columbus, OH 43215

Board of Trustees Meeting

March 3, 2009 – 2:30 p.m.

SWACO Administrative Office Building
4239 London-Groveport Road
Grove City, Ohio

Board of Trustees Retreat

March 10, 2009 – 11:00 am to 5:00 pm
Franklin Park Conservatory
1777 East Broad Street
Columbus, Ohio

11. **Adjourn** – Mr. Frick made a motion to adjourn the meeting; seconded by Ms. LaMuth. Meeting adjourned at 4:56 p.m.

