

**EMMET COUNTY  
DEPARTMENT OF PUBLIC WORKS  
BOARD OF DIRECTORS MEETING  
December 18<sup>th</sup>, 2008**

**Members Present:**D. Keiser, Chairperson; A. Smith, Vice Chair; J. Jones, Secretary; L. Atchison; A. Bawkey; W. Dohm; L. Sumner

**Members Absent:** None

**Staff:** E. Seltzer, Director; D. Mapes, Superintendent; A. Arthur, Administrative Secretary

**Public:** None

**CALL TO ORDER**

Vice Chairperson Smith called the meeting to order at 8:35 a.m. Keiser absent (arrived 8:40)

**MINUTES**

The minutes of the November 2008 meeting were reviewed.

All present voted in favor.

**FINANCIAL REPORT**

October and November financial reports were presented to the board. Board requested just to review November. Seltzer noted that the landfill fees for November were not recorded in time for this budget. November transfer station financials show deficit consistent with this time of year. Volume is down and expenses are up. Adverse weather also played into incoming volume. Seltzer also noted that while this is to be expected, the deficit for the 2008 is less than the deficit for the same period of 2007. Recycle financials reflect poor markets but revenue still exceeded expenses for November.

Dohm noted the significant YTD increase in maintenance to recycle vehicles over 2007. Mapes and Arthur will review line item.

Atchinson questioned fuel surcharge in relation to dropping fuel costs. Seltzer noted that while diesel prices are not falling as quickly as (regular) fuel, our surcharges are being reduced in line with drop. We are within range of budget predictions.

Dohm motioned to approved. Support by Smith. All in favor. None opposed.

**OPERATIONS UPDATE**

**Ordinance Enforcement Update:** Nothing new to report

**Electronics Contract:** Electronics contract with CCR was recommended for approval at the last board meeting. While the contract was under review the markets dropped. CCR withdrew the offer, stating that they could not cover the costs as proposed. Revised contract still keeps almost all items free but raised the cost of freight to \$1400 per 52' trailer load. Seltzer recommended renewing contract at the revised price for the 18 month contract. Seltzer noted that we are well diversified with our markets. Electronics is a small portion of what we recycle. Bawkey motioned to sign contract with increased freight charge. Atchinson second. All in favor. None opposed.

**Pellston Drop Site:** Fortunate to get pad in before weather. Still waiting on fence to be installed. Pellston Schools are very enthused. As soon as fence is up, bins will be delivered. In Spring, we'll add message board, robot, and have a Grand Opening.

**Carp Lake Drop Site:** They recommended a site that was not suitable. Sites can be reviewed during winter. Nothing can be installed until Spring.

### **OTHER BUSINESS**

**Cheboygan County Agreement Renewal:** Standard agreement as we have with Charlvoix and Presque Isle. They have signed and returned contract to us including 5 one year automatic renewals. Seltzer recommends renewing contract. Atchinson motioned to renew. Bawkey second. Dohm questioned issue with last year's contract. Suggested we should table renewal until next meeting to clarify past issue. Atchinson withdrew motion.

**Building Design and Equipment Installation:** There has been some communication between building engineers and recycling engineers. Seltzer presented revised budget from Kerry Sandford, RRS.

**Proposed Stimulus Funds:** We received a call regarding the potential for inclusion on the state's list for public projects being considered for proposed stimulus fund support. Seltzer will be providing proposals to the appropriate agencies reflecting current and planned DPW projects.

**Recycle Markets:** Seltzer predicts that we are at or near bottom and it's not as low as feared. We have no issues regarding movement of materials at this time.

**Budget Comments:** Typo in previous budget. With that correction and adjusted decrease in revenue (due to markets), bottom line is still the same. Corrections will be incorporated into next months financial report.

**Straits Area Services:** Seltzer noted that our labor agreement is up with Straits Area Services. They are interested in renewing the contract with a slight increase in daily rate from \$550 to \$571. This impacts the budget by \$3822 per year. Atchinson motioned to renew. Bawkey second. All in favor. None opposed. Atchinson motioned to send letter of appreciation addressed from the board to SAS. Bawkey second. All in favor. None opposed.

**Harbor Springs Curbside:** Current city manager recommended that Harbor Springs not renew their curbside agreement. There was significant public support in favor of curbside recycling at the city public hearing. Contract renews in 10/09. Renewal letters are going out this week to participating communities as well as invitations to non-participating.

**Chamber Mission Award:** Emmet County Recycling received award. Chamber Director Carlin Smith noted that we were helping area businesses succeed offering an affordable service that ultimately saves them money.

**Waste Management:** Waste Management agreement with revenue share for hauling cardboard. Atchinson motioned to renew. Bawkey second. All in favor. None opposed.

**Staff:** Position opening at Transfer Station for Recycling Operator Technician. Job description is being reworded to better reflect the supervisory nature of the position. Job will be posted internally first.

**Annual Report 2007:** The 2007 Annual report was reviewed.

**NEXT MEETING**

The next meeting of the Board will be held on January 15<sup>th</sup>.

**PUBLIC COMMENT**

There was no public comment.

**ADJOURNMENT**

There being no further business Smith adjourned the meeting at 10:00 a.m.