

June 9th, 2022

A regular meeting of the Buena Vista County Landfill was held on the above date, at the Storm Lake City Council Chambers. The meeting was called to order at 6:00 PM by Chair Erik Mosbo, with the following members present: Jim Wise, Don Altena, Brian Oakleaf, Barry Meyer, Tom Grafft and Stan Henrich. Absent: Mary Brooks, Megan Peterson, Jeff Westcott and Linn Grove. Also present were Manager Lori Dicks, Insurance Agent Clark Fort, Attorney Gary Armstrong and Jason Raveling from Hunzelman, Putzier, & Co.

Chair Mosbo added an agenda item to consider the Worker's Compensation Renewal. Wise moved, and Meyer seconded, to approve the amended agenda. Motion carried with all members voting aye. Wise moved and Henrich seconded approving the May 12th Minutes. Motion carried with all members voting aye. Joe Ferris from EVORA was not present but informed Manager Dicks that there was nothing to report. SCS will be at the July meeting to present an update on the Recycling Study.

Insurance Agent Clark Fort presented the Health Insurance Renewal effective August 1st, 2022. The renewing total monthly premium will be \$9,379.35 a month, an increase of 7.02% over the prior year. The Dental, Term Life and AD&D rates remained unchanged. Henrich moved to accept the Renewal with a second from Grafft. Motion carried with all members voting aye.

The Accountant's Report was prepared by Hunzelman, Putzier, & Co., and presented by Jason Raveling. The financial statement showed \$112,456 in operating receipts and \$154,352 in operating disbursements for the month of May, with \$98,199.73 still due from customers and \$420 of interest earned. The resulting decrease to cash of \$66,897 brings the total Fund Balance to \$2,193,290 including \$469,277 in funds restricted for closure/post-closure. The total of the unpaid bills as of May 31st was \$131,888.10. Oakleaf moved, and Wise seconded, to approve the unpaid bills. Motion carried with all members voting aye.

Manager Dicks presented the Manager's Report. Markets are steady and we need to be on the lookout for how fuel prices are going to impact future prices. Hauling is struggling to keep up, falling behind by about 250 tons. Propane bids were received by 3 vendors. Henrich moved and Meyer seconded to award the Propane Contract to Larson Oil with the low price of \$1.5983. Motion carried with all members voting aye.

Insurance Agent Clark Fort presented the Worker's Compensation Renewal. Our experience mod and discount remain high, but we will see a \$1,078 increase in premium due to increased payrolls. Wise moved and Henrich seconded approving the Worker's Compensation Insurance renewal with IMWCA for \$9,399.00. Motion carried with all members voting aye.

Fiscal Year 2023 wages were discussed with several scenarios and increases analyzed. The three key discussion points were adjusting wages to compete with inflation, retaining the excellent staff we have in place and rewarding exceptional performance under recently difficult situations. Wise moved and Oakleaf seconded a 6% across the board raise for each employee. Motion carried with all members voting aye. Grafft moved and Henrich seconded adjusting the Manager Salary with a similar increase of \$5,000, resulting in a Fiscal Year 2023 Salary of \$80,000. Motion carried with all members voting aye.

In addition, the Commission discussed the current layout of positions, duties and job descriptions. Grafft moved and Henrich seconded to direct the Manager to add an additional Grade (3) to the Employee Handbook and suggest related compensation and job descriptions for approval at the July meeting. Motioned carried with all members voting aye.

Nothing was reported during the Treasurer's Report. Discussion was held on identifying future equipment needs and prioritizing replacements.

As a continuation of the compensation discussion, Grafft moved, and Oakleaf seconded to direct the Manager to review our employee paid time off policy and suggest changes or revisions at the July meeting. Motion carried with all members voting aye.

Due to the increasing costs of transportation and attending Commission meetings, it was requested to add an agenda item to discuss the payments received by the 28E organization representatives.

The next meeting will be July 14th, 2022, at 6:00 PM. There being no further business, Henrich moved to adjourn at 7:28 pm, seconded by Meyer. Motion carried with all members voting aye.

Respectfully Submitted
____Brian Oakleaf____