

**SOUTH HENRY REGIONAL WASTE DISTRICT  
BOARD MEETING DECEMBER 14, 2010  
SHRWD OFFICE  
7:00 P.M.**

Pursuant to notice of this meeting, President Larry Protsman called meeting to order. Board members who were present or absent were as follows:

**Present:** Pam Allhands, Tom Conley, Robin Minnemann, Larry Protsman, Brian Rogers, and Donna Tauber

**Absent:** Lila Mondrush

Donna Tauber made motion to approve the minutes of the previous meeting, seconded by Pam Allhands. Motion carried.

Robin Minnemann made motion to approve the claims as submitted. This was seconded by Brian Rogers. Motion carried.

The Board also reviewed and approved all final payments from November 2010 Claims Docket.

The SHRWD board cannot award the bid for the Fair Oaks Road Project until OCRA office releases the funds. That is expected to happen in early January 2011. Once the funds have been released and the bid awarded to the contractor, the project should move forward.

On December 2<sup>nd</sup>, the court case for Bill Schyler was held. He did not appear in court, therefore, after hearing the case and Jerry's testimony, the Judge issued a court order for him to connect within 45 days, pay all court costs and attorney fees.

Connie discussed the audit by the State Board of Accounts. All was good with the exception of two items that need attention. That is the policy for board member reimbursement for travel. Board members can be reimbursed mileage at the rate of state employees, not the IRS rate as SHRWD's policy states. Also, Citizens State Bank needs to include a copy of both sides of cancelled checks in the bank statements each month. The bank issue has been corrected.

Robin Minnemann made motion to change the Board of Directors Pay Policy section for mileage reimbursement to the state employee rate as indicated by the State Board of Accounts. This was seconded by Tom Conley. Motion carried.

The Travel Re-imbursement Policy was discussed. A couple of changes in the amounts of meal reimbursements were advised. After some discussion, Donna Tauber made motion to approve the changes; this was seconded by Robin Minnemann. Motion carried.

Connie mailed a copy of the recommended 2011 Budget to the board members several days ago so that they would have a chance to review the budget and ask questions or make comments. After the review, the board voted unanimously to approve the 2011 Budget for SHRWD.

The board approved the purchase of a snow blower to be used for the sidewalks for the back of the treatment plant and in front of the office. It was also noted that the snow blower could be helpful at some of the lift stations.

Dan Wright, with FPBH, discussed working on updating the UV system for the treatment plant. It was noted that this needed to be up and running by the end of March 2011.

The Personnel Committee discussed the evaluation that was done on the District Manager. Brian Rogers discussed the format for the evaluation and the results. It is important to cover the responsibilities of the District Manager for future reference. This will be helpful to new board members and any future Managers. The evaluation on the current District Manager went very well with several good comments.

The personnel committee recommended a 1.5% increase to the staff and a 2.5% increase to the District Manager. The reason for the additional 1% for the manager is that the committee is trying to get the salaries more in line with the job responsibilities/titles. This cannot be done all at once; it is going to take some time to accomplish for each category. After much discussion, Robin Minnemann made motion to approve the recommendation as presented. This was seconded by Donna Tauber. Motion carried with one opposed vote from Tom Conley. He believed that the percentage of increase should be the same across the board.

Connie requested permission to pay an additional \$10,000 towards the principle of the USDA Rural Development loans. There are three loan accounts that interest will be due on January 1<sup>st</sup>, 2011. The account number 92-07 will be paid an additional \$1,000 on principle, account number 92-04 will be paid an additional \$3,000 and account number 92-01 will be paid an additional \$6,000 on principle. After discussion, Tom Conley made motion to approve this, seconded by Robin Minnemann. Motion carried.

The board discussed participation in the Henry County Chamber of Commerce next year. It was suggested that it would be wise to stay a member for the economic development involvement. There have been several inquiries about the intersections of I-70 & State Road 3 as well as I-70 & Wilbur Wright Road. The board all agreed that SHRWD should stay a member and be involved for the future growth of the southern part of the county.

There being no further business, meeting was adjourned.

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President

ATTEST:

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District Manager