

**MINUTES OF THE JOINT MEETING OF THE JOHNSON COUNTY  
SOLID WASTE MANAGEMENT DISTRICT BOARD AND  
THE CITIZENS ADVISORY COMMITTEE**

Monday, March 11, 2024

The meeting of the Johnson County Solid Waste Management District Board was called to order by Chairman Kevin Walls on Monday, March 11, 2024, at 1:32P.M. at the Johnson County Courthouse Annex Auditorium, 86 W. Court Street, Franklin, IN 46131

**MEMBERS PRESENT:** Councilman John Ditmars, Commissioner Kevin Walls, Councilman David Lekse, Councilwoman Susie Qualls

Member via electronic attendance: Commissioner Ron West

**MEMBERS ABSENT:** Mayor Mark Myers, Commissioner Brian Baird

**APPROVAL OF MINUTES:** David Lekse made a motion to approve minutes from January 8, 2024, meeting. John Ditmars seconded the motion and minutes were approved. This was a roll call vote and passed. Councilwoman Susie Qualls abstained.

**TREASURER'S REPORT: Angela Coy**

Approval of the check register dated January 9 to March 11, 2024. **John Ditmars made a motion to approve claims, check registers, and auto pay deductions.** David Lekse seconded the motion. This was a roll call vote and passed unanimously.

**CAC Committee:**

Jessie informed the Board that the CAC met and discussed their calendar and activities for the year. She also reviewed the role of the CAC.

**DIRECTOR'S REPORT: Jessie Biggerman**

Jessie reviewed the yearly collection numbers with the Board from 2023. She also reviewed SB-131 from Indiana Gateway. She discussed the number of tons of recycling and spoke about the collection from the tornadoes. She spoke about growing the cardboard recycling program and the need for a box truck. She spoke about small businesses increasing the request for services. Jessie discussed the need of liability insurance for the land purchased. Lynn explained the tenant farmer had signed a lease and made payment. She also spoke about the fact that they had liability insurance at the time of the farming

season. The Board was informed that the ToxBox opened on March 11, 2024. Discussion was had about the location of the ToxBox on the property of the new building site. Jessie explained the programs the District is participating with the libraries in the county for Earth Day.

### **LEGAL REPORT: Lynn Gray**

Lynn reviewed with the Board that she is not serving as lead for the build, due to her serving as the attorney for the city of Franklin. She explained that Bill Barrett with Williams, Barrett and Wilkowski, LLC will be overseeing the new building process. Barnes and Thornburg, LLP is overseeing the bond aspects of the building process.

Lynn reviewed the impact statement for the city of Greenwood Redevelopment Commission due to a change in Eastside Economic Development Plan. She also stated that this did not change any of our taxing portions or monies received by the District.

### **OLD BUSINESS:**

Jacob Bowman with Williams, Barrett and Wilkowski, LLC reviewed the lease situation of the District at its current location. He presented the Board with the Letter of Engagement for Barnes and Thornburg, LLP. Lynn reminded the Board that they had authorized the retention of Barnes and Thornburg to function as Bond Counsel at a previous meeting; however, the Letter of Engagement was not approved at that time.

**John Ditmars made a motion for the approval of the ratification of the engagement letter for Barnes and Thornburg, LLP for their services as Bond Counsel not to exceed \$35,750.** David Lekse seconded motion. This was a roll call vote and passed unanimously.

Due to an issue with Bond Counsel issuance of the Public Notice of Appropriation not appearing discussion was had on the scheduling of a special meeting. The notice needs to appear in the paper at least ten days prior to the meeting. Lynn reminded the Board that they must have four Board members present in person to hold the meeting. The Board decided to hold the meeting on March 27, 2024, at 2:00p.m. at the Annex.

There are two distinct types of public bids that are available for Solid Waste Management Districts under Title 36 of the Indiana Code. The traditional bid process and a request for proposal process. Jacob recommended the Board to go ahead with the traditional Title 36 public bid process. The Board was also informed that they need to make a motion to direct President Walls to facilitate the Public Bidding of the building.

**Ron West made motion to allow President Walls to facilitate the Public Bidding of the facilities.** David Lekse seconded motion. This was a roll call vote and passed unanimously.

Jacob informed the Board that they need to form an Opening Committee. Jacob recommends that Karla Coffey be on the Opening Committee as well as CrossRoad Engineers, P.C. The Board decided to have Kevin Walls, Susie Qualls, and Karla Coffey. He also informed the Board that his firm would manage the public notices for the meeting. Discussion was had on the timeline and bid of the process.

**David Lekse made the motion to create Johnson County Recycling District Opening Committee consisting of Kevin Walls, Susie Qualls, and Karla Coffey.**

John Ditmars seconded motion. This was a roll call vote and passed unanimously.

Jeff Peters spoke to the Board. He discussed bond rating and underwriting with the Board. He also discussed the pricing of the building and the expenses coupon bonding. He discussed offsetting the cost of the building. The Board had a discussion on passing blister, moving utility pole and other expenses that have arisen produced the process.

#### **NEW BUSINESS:**

Jessie spoke with the Board reference our Internal Controls. She informed the Board that there have been changes made in the Internal Controls. She also reviewed the check signing process.

**John Ditmars made motion to accept the Internal Controls as presented to the Board March 2024.** Susie Qualls seconded motion. This was a roll call vote and passed unanimously.

Jessie also reviewed with the Board that the District has position bonds.

Next meeting is on May 13, 2024, at 2:00 pm at the Courthouse Annex.

#### **PUBLIC COMMENT:**

**David Lekse made a motion to adjourn the meeting.** Susie Qualls seconded the motion.

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Kevin Walls, Chairman

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Karla R. Coffey, Recording Secretary