



NOTICE & AGENDA

LAKE COUNTY SOLID WASTE MANAGEMENT DISTRICT BOARD MEETING

Thursday, July 20, 2023 – 6:00 p.m.

Lake County Solid Waste Management District Office

8695 Broadway, Merrillville, Indiana

(Enter thru the white door at the east end of the building, meeting is on the main floor.)

PRELIMINARY:

Pledge of Allegiance

Moment of Silence

Roll Call

CONSENT AGENDA:

1. Approval of May 18, 2023, Board Meeting Minutes
2. Approval of Claims #23-245 thru #23-351

PUBLIC COMMENT: We kindly ask that all comments be limited to 1 and ½ minutes per individual. Please keep your comments civil and constructive and related to agenda items.

OLD BUSINESS:

3. Board and Committee Reports:
 - Chair
 - Executive Director
 - Legal/Legislative
 - Citizens Advisory Committee
 - Task Force Committee
4. Resolution 2023-2, Modification of Human Resource Policies and Procedures Handbook

ANNOUNCEMENTS:

5. The next Citizens Advisory Committee (CAC) meeting is scheduled for Thursday, September 14, 2023, at 6:00 p.m. at the District office.
6. The next Solid Waste Board meeting is scheduled for Thursday, September 21, 2023, at 6:00 pm. at the District office.

Richard Long, Chairman, Lake County Solid Waste Management District

Consent Agenda



BOARD MEETING MINUTES
May 18, 2023

PRELIMINARY:

Pledge of Allegiance
Moment of Silence

Roll Call:

Board Member	Present	Absent
Cedar Lake: Councilmember Nick Recupito	X	
Crown Point: Appointee Councilmember Dawn Stokes		X
Dyer: Councilmember Patrick McShane	X	
East Chicago: Mayor Anthony Copeland		X
East Chicago: Representative William Allen		X
Gary: Appointee Councilmember Darren Washington		X
Gary: Representative Trent McCain	X	
Griffith: Councilmember Rick Ryfa	X	
Griffith: Councilmember Jim Marker		X
Hammond: Appointee-Councilmember Dan Spitale	X	
Hammond: Councilmember Bill Emerson	X	
Highland: Councilmember Tom Black	X	
Hobart: Appointee-Councilmember Dan Waldrop	X	
Lake County: Commissioner Jerry Tippy		X
Lake County: Councilmember Pete Lindemulder		X
Lake County: Councilmember Christine Cid		X
Lake Station: Appointee-Councilmember Rick Long	X	
Lowell: Councilmember Jon Yelkich	X	
Merrillville: Councilmember Leonard White		X
Munster: Councilmember Ken Schoon	X	
Munster: Councilmember Steve Tulowitzki	X	
New Chicago: Councilmember Brenda Swallow	X	
St. John: Councilmember Michael Schilling		X
Schererville: Councilmember Robin Arvanitis		X
Schneider: Councilmember Jack Jeralds	X	
Whiting: Appointee-Councilmember Tom Michniewicz	X	
Winfield: Councilmember Tim Clayton	X	

A quorum was established with 16 members.

CONSENT AGENDA:

1. Approval of March 16, 2023, Board Meeting Minutes

MOTION to approve March 16, 2023, Board Meeting Minutes by Councilmember Michniewicz, second by Councilmember Waldrop.

Motion passes by unanimous voice vote.

2. Approval of Claims #23-132 through #23-244

MOTION to approve Claims by Councilmember McCain, second by Councilmember McShane

Motion passes by unanimous voice vote.

PUBLIC COMMENT:

Angela Goodson:

Environmental Education and Outreach Coordinator for the District.

Also known as Employee D per your March 23rd email. Had I not spoken out against Resolution 2023-2 during the March board meeting, it might have passed without much attention. Ahead of that meeting, I was told, "watch what you say." This has now been said twice to me in the last 2 months, and that is 2 times too many. This resolution, as you know, seeks to reduce the rate at which we earn paid time off and lowers our cap. I believe it was created in retaliation for my unresolved PTO issue with Jeanette and Kiera of which I spoke about at the last board meeting. It is time to vote against it. In December 2022, I was presented with a write up; my first in 21 years. I read it in Jeanette's office supervised by both Kiera and Jeanette. I was provided with 4 lines for comment and urged to sign. After reading, I asked for more time to reread, to review, and to prepare my response. Kiera noted on the document "employee refused to sign." As she did, I said, "I didn't refuse to sign, I've asked for more time." I submitted 2 pages in response. When we met again, I was told 1) we would begin with a clean slate and my prior usage of PTO would not be used against me and 2) there was a new policy to be enacted, and in that moment, I was told that my children would no longer be welcome visitors at the office. In March, one board member expressed the need to know more backstory, and there is much more. I don't need anyone to agree with me, but I deserve to be heard. Our Association of Indiana Solid Waste Management Districts encouraged me to turn to my chairman and my board for help with my HR concerns. At the last board meeting, I requested a meeting. I've reached out, but as of this evening, my questions remained unanswered and my issue unresolved. It wasn't until Monday that I saw the March 23rd email sent to all of you. I'm tired of going unheard. I'm tired of lack of communication. I'm exhausted with being undervalued, mismanaged, micromanaged,

CHAIRMAN LONG: Your 1.5 minutes are up, but I will entertain a motion for more time.

Motion made by Councilmember Ryfa and seconded.

Motion approved.

Angela continues:

bullied, and left in the dark. I am disappointed with the inconsistencies of our leadership. I have loved this job. Morale is low for the education team. I am hurting, but I am not afraid. This resolution takes from

everyone. We are unfairly judged on whose reasons for taking off may be most important. It qualifies Employee C's time off for having back surgery without qualifying anyone else's. My dad died. Racine had COVID 2 times. My kids deserve a family vacation. I took a paid sick day today for my first ever colonoscopy. A procedure that I had rescheduled twice to avoid rescheduling programming that was already on my calendar with teachers. A procedure that successfully removed 2 polyps today. I was strongly advised not to come back to work tonight, but I have a driver, and I often find myself backed into a corner here. I've been labeled an abuser of time off though every bit of that requires pre-approval and/or sign off by management. Last October, we were offered double flex time to work some extra evenings. The flex time I took was then calculated into my percentage of time off taken, and I received a warning. It has become an impossible situation. I use my paid time off. I treasure my paid time off, but I am not an abuser of the current policy. And the hit to productivity? You can choose to read what our Lake County teachers have to say about it in this stack of evaluations. I am grossly misrepresented in the March 23rd email. It has never been my belief that I should be able to use every hour of earned time regardless of impact to the District or my co-workers. That is not me, and I am disgusted by the implication. Vote it down. The retaliation is mine to own because this, this is what is counterproductive. I know what they say, "Don't like it? Find something else. After all, it could be worse, right?" But I am more of a "It could be better type." But I need your help, and we should talk. Thank you for your time.

Racine Kovach:

I am Racine Kovach. I was not going to speak tonight. I have been here for 13 years almost. I have loved this job. There have been ups and downs through the years. I want to say thank you to my colleague Angela being brave enough to speak up on behalf of herself and her own situation here at the District. I do want to say that I have told management and have expressed that her PTO usage has never really affected our working together as a team or our programming. If she knows she is taking off, she's putting in PTO ahead of time, getting it approved, and she is also doing much more for me the day that she is going to be gone. I come to work set up for a successful next day because she wants to make sure anything she can do to help the team while she is not here will be appreciated, and I appreciate her. I appreciate you guys taking the time tonight to hear this.....like I said, I didn't know I was going to be speaking tonight, but I couldn't stay silent, and I do just really want you guys to know that she loves this job. She's here tonight after a crazy day at the doctor's office. We care about what we do. We are both environmental advocates. Our parents are both Hammond teachers. We do it out of love for the job, for the kids, and for the community. I have only ever loved working for the community. I am grateful I don't work for businesses sometimes because I know who I am impacting.

Chairman Long indicates that time is up and asks if anyone would like to make a motion for more time. Racine states that it's OK and that she is done speaking.

OLD BUSINESS:

3. Board and Committee Reports

Executive Director's Report – Jeanette Romano

See attached.

MOTION to approve Executive Director's report by Councilmember McCain, second by Councilmember Tulowitzki.

Motion passes by unanimous voice vote.

Legal/Legislative- -Bill Touchette

I have spent a lot of time looking at the personnel handbook and have spent a lot of time talking with Jeanette and Kiera about the situation and the resolution. We have talked a lot about not making this about a person, but we have a person who wants to make it about them. I felt like management was under attack, and they deserve to be heard too. With the resolution that has been presented, there are legitimate business reasons to make the changes. I could go on with my presentation but knowing that we are going to have a discussion on the resolution in a few minutes, I could just jump in during the discussion. But I will tell you that I am not new to government or personnel policy handbooks. This was written by Barnes & Thornburg back in 2016 and is not some antiquated document. I was very surprised at the amount of sick time that your employees are allowed to accrue here. Merrillville Conservancy District gives 7 sick days a year, and employees are not allowed to carry time over to the next year. Neither is right or wrong. The management team here is asking you to cut back on the amount of time that is allowed to be taken. It is a policy decision. It is something that people can have reasonable opinions on, but I will go to the Chairman's point that you have people working here and especially with a board like this, you want to be able to rely on the people that you have running this every day. You want to have confidence that the people you have running the District are doing the right thing. All of you are welcome to call me. I am easy to talk to and not judgmental. One thing that I noticed in the employee's comments tonight was that she got a hold of the Association (Angela interjects to say "We don't have an HR.").

Mr. Touchette continues:

Please, may I speak. I didn't interrupt you. I am not attacking anybody. I am just trying to set up the situation. You have 6 employees here. That is all the employees you have. You do have an organizational chart and the policy does state a chain of command. If someone has a human resources issue, I am listed as one of the people who can be contacted. Your executive director and her second in command are the go to employees for everything else. If an employee is upset, they do have to be willing to talk to their supervisors. You can disagree, but you don't have to make it personal. You can do this in a business-like manner. I saw something in an email where the employee contacted the Chairman asking if we were having a meeting or executive session about this. That was decided at the last meeting that we weren't having an executive session. That's the kind of question that did not have to be directed to the chairman. You could have asked Jeanette or Kiera. You have to be able to accept supervision. As far as human resources goes...with this size of an outfit, a human resources would not necessarily be appropriate. You do have issues that have to be dealt with. To have one of your employees call the Association, that reflects poorly on the board. As if the proper mechanism has not been properly set up, and that's not true. Everything is in the handbook. Without getting into any specifics or any particular issue, that's about all I have to say.

Chairman Long:

You mentioned the email that I received. No one on this board reached out to me asking to have an executive session or asking any questions. Everyone was forwarded a redline version of the policy with the proposed changes as requested. I wasn't going to call 17 people asking what they think. I agree with many things that Attorney Bill said. With an operation this small, a human resources dept is not necessary. In Lake Station, the mayor and the department heads deal with the issues.

Citizens Advisory Committee- We met last week with Jeanette and discussed the proposed budget and Resolution 2023-2. As a committee, we approve them both as written.

Finance/Recycling Grants Committee- We met on May 4 and reviewed all recycling dollars that have been spent and recycling percentages. After reviewing everything, we recommend to approve the 2023 distributions.

MOTION to approve release of grant funds by Councilmember Ryfa, second by Councilmember Spitale.

Motion passes by unanimous voice vote.

Chairperson's Report: Chairman Richard Long thanks the board members for coming tonight and to those who come consistently. We have meetings every other month because we struggle to get a quorum consistently. We do need to conduct business, and I appreciate those that are coming. I will reach out to several communities to see if they are willing to appoint an alternate in case the appointed board member cannot attend.

Also, I speak to the Director on a regular basis, but not being here on a day-to-day basis to see what is going on, I feel that things that come before us to vote on are needed or they wouldn't be on our agenda. I am not questioning the employees' side. I hate to take a side one way or the other, but as executives, I have to trust that things that come before me are necessary and legit and needed or they wouldn't be on our agenda. With that being said, I took the liberty of reaching out to several communities, looked at our own policy, and no offense, but I didn't see any employee handbook from any community that was as generous as what is being presented. We have never had to address this during my time on the board. Change can sometimes be needed and sometimes be good. Obviously, people aren't always going to be happy with it. With that being said, I have to trust the people that are running the District on a day to day basis. They are the ones that are answering to us. Nobody likes change including me, but it is necessary sometimes. Even with the changes, the policy is still pretty generous.

4. RESOLUTION 2023-2

MOTION to approve Resolution 2023-2 by Councilmember McCain, second by Councilmember Black.

Councilmember Ryfa stated that he did not feel comfortable voting on resolution based on personnel issues raised by employee during public comment.

Discussion was held regarding forming a committee to discuss the policy.

Councilmember McCain and Councilmember Black withdraw their motions to approve.

MOTION to postpone vote on Resolution 2023-2 by Councilmember Ryfa, second by Councilmember Tulowitzki

Motion passes by unanimous voice vote.

NEW BUSINESS:

1. Proposed 2024 Budget

Councilmember Ryfa stated that Grants and Finance committee reviewed the proposed budget and is fine with it. The requested increase is less than the maximum levy.

MOTION to approve 2024 Budget by Councilmember Tulowitzki, second by Councilmember McCain.

Motion passes by unanimous voice vote.

MOTION to form a Task Force Committee to discuss Resolution 2023-2 by Councilmember Tulowitzki, second by Councilmember McCain.

Motion passes by unanimous voice vote.

A committee consisting of Councilmember McCain, Councilmember Tulowitzki, Councilmember Schoon, Councilmember Ryfa (appointed Chair by Chairman Long), and Councilmember Clayton was formed.

ANNOUNCEMENTS:

The next Citizens Advisory Committee (CAC) meeting is scheduled for Thursday, July 13, at 6:00 pm at the District Office.

The next Solid Waste Board meeting is scheduled for Thursday, July 20, 2023, at 6:00 pm at the District Office

ADJOURNMENT:

MOTION to adjourn the meeting made and seconded. Vote unanimous by voice vote.

Respectfully submitted by Kiera Hagerman (Assistant Director)

- **Composting Operations - Compost Facility Update**
 - Currently, there is approximately 23,500 cu.yds. of material at the facility; Grade A 500 cu.yds.; Grade B 8,000 cu.yds.; Grade C 15,000 cu.yds. Since April, 193.5 cu.yds. of various grades of material have been sold for a return of \$1,992.50. Compost material is for sale to municipalities, and wholesale businesses. Pricing: Grade A \$15.00 cu.yd.; Grade B \$10.00 cu.yd.; Grade C \$5.00 cu.yd.
- **Household Hazardous Waste (HHW)**
 - The next HHW collection will be held this Saturday, May 20th from 9:00 am to 2:00 pm at the Hobart Public Works Facility, 340 S. Shelby. June 3rd HHW collection will be held at the Hudson Campbell Center, 455 Massachusetts St., in Gary; from 9:00 am to 2:00 pm.
- **Recycling Grant/Re-TRAC Reporting**
 - Re-TRAC reports were due in February by all communities. Staff reviewed and compiled the reports for the Grants and Finance Committee; committee will provide their report and recommendation to the Board tonight.
- **Education Center Update -**
 - The flooring was delivered and should be completely installed by tomorrow. Mixdesign is expected to return and complete the design installations soon. We are hoping the center is completed by June 15th.
- **Resolution - 2023-2 Modification of the Human Resource Policies and Procedures Handbook**
 - Apologize to the Board. This resolution was presented at the March meeting and Board members asked for additional information; a redlined document to compare the current policy with the suggested modification and the rationale for the modification. Board members received the requested information on March 23rd. Since that information was sent, only two Board members had questions, and I suggested to one member to contact Attorney Touchette for further discussion. Tonight, I ask that Board consider a motion to adopt the resolution so discussion can be held on the modification, if necessary, and then call for a vote.
- **Proposed 2024 Budget - Details of the 2024 Proposed Budget:**
 - The CAC & the Grants & Finance Committee will report and make recommendations to the Board tonight.
 - CPI 2.5% increase = \$151,404 This is the total increase over the 2023 Budget. Use of these dollars is as follows:

- \$86,200 into the 100 Series (2 new positions 118 & 124); increase health insurance (153)
- \$3,000 into 116, Field Operations Manager for additional/responsibilities of the HHW program.
- \$12,204 into 159 Social Security
- \$50,000 into 444 (New Office) Building Maintenance (District office)
- PERF - reduced \$2,000
- \$2,000 into 126 Environmental Education & Outreach Coordinator
- Contingency - reduced \$100,000
- 5% salary increase for all staff (\$17,298 total)
- \$82,702 into 361 -Vehicles - For replacing a 2013 Field Programs Pickup Truck.

Tonight, I ask that the Board consider the Proposed 2024 Budget for approval and adoption.

Introduction - Summer Intern, Emma Dillman, a resident of Cedar Lake. She is currently completing her Master of Environmental Education. Emma has a BS in Environmental Studies & Sustainability with Minors in Renewable Energy and Spanish. Emma just started with the District this month and she is currently involved with learning ALL aspects of the District.

Claims	Checks	Payable	Amount	Description
23-341	10767	Peoples Bank	\$ 54,914.83	mortgage payment
23-342	10768	Peoples Bank	\$ 180,000.00	debt service
23-343	10769	Town of Cedar Lake	\$ 68,883.00	recycling grant
23-343	10770	City of Crown Point	\$ 155,782.00	recycling grant
23-343	10771	Town of Dyer	\$ 88,544.00	recycling grant
23-343	10772	City of East Chicago	\$ 151,609.00	recycling grant
23-343	10773	City of Gary	\$ 444,458.00	recycling grant
23-343	10774	Town of Griffith	\$ 96,719.00	recycling grant
23-343	10775	City of Hammond	\$ 410,689.00	recycling grant
23-343	10776	Town of Highland	\$ 135,643.00	recycling grant
23-343	10777	City of Hobart	\$ 159,257.00	recycling grant
23-343	10778	City of Lake Station	\$ 61,099.00	recycling grant
23-343	10779	Town of Lowell	\$ 51,500.00	recycling grant
23-343	10780	Town of Merrillville	\$ 206,983.00	recycling grant
23-343	10781	Town of Munster	\$ 121,558.00	recycling grant
23-343	10782	Town of New Chicago	\$ 10,226.00	recycling grant
23-343	10783	Town of St. John	\$ 96,662.00	recycling grant
23-343	10784	Town of Schererville	\$ 164,056.00	recycling grant
23-343	10785	Town of Schneider	\$ 5,000.00	recycling grant
23-343	10786	City of Whiting	\$ 23,856.00	recycling grant
23-343	10787	Town of Winfield	\$ 26,733.00	recycling grant
23-343	10788	Lakes of the Four Seasons	\$ 21,833.00	recycling grant

Claims	Checks	Payable	Amount	Description
23-344	10789	Staff Source	\$ 720.00	laborer-compost site programs
23-345	10790	Waste Management	\$ 56.14	garbage service-compost site
23-346	10791	Liberty Tire	\$ 1,710.00	tire recycling
23-347	10792	Lake County Farm Bureau Co-op	\$ 1,203.50	fuel-compost site machinery
23-348	10793	Hinckley Springs	\$ 18.51	water-district office
23-349	10794	Comcast Business	\$ 493.46	phone and internet service
23-350	10795	Phil & Son	\$ 109.40	monthly security monitoring
23-351	10796	Trust Tech	\$ 430.00	monthly server monitoring

7-7-23

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July 2023						
S	M	T	W	T	F	S
25	26	27	28	29	30	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

New Balance
\$693.84

Minimum Payment Due
\$138.00

Payment Due Date
07/19/23

RECEIVED

JUN 27 2023

Late Payment Warning: If we do not receive your minimum payment by the due date, you may have to pay a late fee, and existing and new balances may become subject to the Default APR.

Minimum Payment Warning: Enroll in Auto-Pay and avoid missing a payment. To enroll, go to www.chase.com

ACCOUNT SUMMARY

Previous Balance	\$604.44
Payment, Credits	\$604.44
Purchases	+\$693.84
Cash Advances	\$0.00
Balance Transfers	\$0.00
Fees Charged	\$0.00
Interest Charged	\$0.00
New Balance	\$693.84
Opening/Closing Date	05/26/23 - 06/25/23
Credit Limit	\$5,000
Available Credit	\$4,306
Cash Access Line	\$250
Available for Cash	\$250
Past Due Amount	\$0.00
Balance over the Credit Limit	\$0.00



P.O. BOX 15123
WILMINGTON, DE 19850-5123
For Undeliverable Mail Only

Make your payment at
chase.com/paycard

Payment Due Date: **07/19/23**
New Balance: **\$693.84**
Minimum Payment Due: **\$138.00**

\$ _____ Amount Enclosed
Make/Mail to Chase Card Services at the address below:

JEANETTE ROMANO
LAKE COUNTY SOLID WASTE
8695 BROADWAY
MERRILLVILLE IN 46410-7033

CARDMEMBER SERVICE
PO BOX 6294
CAROL STREAM IL 60197-6294



Manage your account online at:
www.chase.com/cardhelp



Customer Service:
1-800-945-2028



Mobile: Download the
Chase Mobile® app today

ACCOUNT ACTIVITY

Date of Transaction	Merchant Name or Transaction Description	\$ Amount
06/02	Payment ThankYou Image Check	-604.44
05/27	AMZN Mktp US*T99WU8V13 Amzn.com/bill WA Hand soap refills	157.84 ✓
05/28	AMZN Mktp US*VU3ZQ21X3 Amzn.com/bill WA Education Supplies	30.50 ✓
05/28	Amazon.com*9B7TR7ZE3 Amzn.com/bill WA Education Supplies	215.74 ✓
06/06	MERRILLVILLE ACE HDWE CROWN POINT IN cleaning supplies	15.60 ✓
06/07	SPEEDWAY 06679 SCHERERVILLE SCHERERVILLE IN GAS - Black Auto	60.40 ✓
06/08	SPEEDWAY 06676 HOBART IN MERRILLVILLE IN GAS - Red Auto	60.44 ✓
	JEANETTE ROMANO	
	TRANSACTIONS THIS CYCLE (CARD 2469) \$63.92-	
	INCLUDING PAYMENTS RECEIVED	
06/02	LUKE FUEL STATION GRIFFITH IN GAS Pickup Truck	75.91 ✓
06/09	LUKE FUEL STATION GRIFFITH IN GAS Pickup Truck	77.41 ✓
	TROY TAYLOR	
	TRANSACTIONS THIS CYCLE (CARD 9850) \$153.32	

2023 Totals Year-to-Date	
Total fees charged in 2023	\$0.00
Total interest charged in 2023	\$0.00

Year-to-date totals do not reflect any fee or interest refunds
you may have received.

INTEREST CHARGES

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

Balance Type	Annual Percentage Rate (APR)	Balance Subject To Interest Rate	Interest Charges
PURCHASES			
Purchases	18.24%(v)(d)	- 0 -	- 0 -
CASH ADVANCES			
Cash Advances	29.99%(v)(d)	- 0 -	- 0 -
BALANCE TRANSFERS			
Balance Transfers	18.24%(v)(d)	- 0 -	- 0 -

31 Days in Billing Period

(v) = Variable Rate

(d) = Daily Balance Method (including new transactions)

(a) = Average Daily Balance Method (including new transactions)

Please see Information About Your Account section for the Calculation of Balance Subject to Interest Rate, Annual Renewal Notice, How to Avoid Interest on Purchases, and other important information, as applicable.

Final Details for Order #111-6124384-9032228

Print this page for your records.

Order Placed: May 26, 2023

Amazon.com order number: 111-6124384-9032228

Order Total: \$157.84

Shipped on May 26, 2023

Items Ordered

Price

2 of: *Brighton Professional Bpr59206 Foaming Hand Soap Refill, Fruity, 1250 MI*

\$78.92

Sold by: MyOfficeInnovations/Staples, Inc. ([seller profile](#))

Condition: New

Shipping Address:

Kiera J. Hagerman
1736 SPRINGTIME CT
DYER, IN 46311-2185
United States

Shipping Speed:

Standard Shipping

Payment information

Payment Method:

Visa | Last digits: 2469

Item(s) Subtotal: \$157.84

Shipping & Handling: \$0.00

Total before tax: \$157.84

Estimated tax to be collected: \$0.00

Grand Total:\$157.84

Billing address

Jeanette Romano
LAKE COUNTY SOLID WASTE MANAGEMENT DISTRICT
8695 BROADWAY
MERRILLVILLE, IN 46410-7033
United States

Credit Card transactions

Visa ending in 2469: May 26, 2023:\$157.84

To view the status of your order, return to [Order Summary](#).

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Final Details for Order #111-5356822-4602616

Print this page for your records.

Order Placed: May 26, 2023

Amazon.com order number: 111-5356822-4602616

Order Total: \$30.50

Shipped on May 27, 2023

Items Ordered

Price

1 of: *Sooez Leather Business Card Book Holder, Professional Business Cards Book Organizer PU Name Card Credit Cards Book Holder Booklet, 240 Card Capacity (Pink)*

\$9.99

Sold by: Sooez Official ([seller profile](#))

Condition: New

Shipping Address:

Kiera J. Hagerman
1736 SPRINGTIME CT
DYER, IN 46311-2185
United States

Shipping Speed:

Standard Shipping

Shipped on May 28, 2023

Items Ordered

Price

2 of: *Therm O Web Zots Singles, 3-D*

\$6.26

Sold by: Gustotrade ([seller profile](#)) | Product question? [Ask Seller](#)

Condition: New

Shipping Address:

Kiera J. Hagerman
1736 SPRINGTIME CT
DYER, IN 46311-2185
United States

Shipping Speed:

Standard Shipping

Shipped on May 26, 2023

Items Ordered

Price

1 of: *maxtek Dry Erase Markers Ultra Fine Tip, 0.7mm, Low Odor, Extra Fine Point Dry Erase Markers for Planning Whiteboard, Calendar Boards, 12 Count Assorted Colors White Board Markers for Kids*

Sold by: maxtekDirect ([seller profile](#))

Condition: New

Shipping Address:

Kiera J. Hagerman
1736 SPRINGTIME CT
DYER, IN 46311-2185
United States

Shipping Speed:
Standard Shipping

Payment information

Payment Method:

Visa | Last digits: 2469

Item(s) Subtotal: \$30.50

Shipping & Handling: \$0.00

Billing address

Jeanette Romano
LAKE COUNTY SOLID WASTE MANAGEMENT DISTRICT
8695 BROADWAY
MERRILLVILLE, IN 46410-7033
United States

Total before tax: \$30.50

Estimated tax to be collected: \$0.00

Grand Total:\$30.50

Credit Card transactions

Visa ending in 2469: May 28, 2023:\$30.50

To view the status of your order, return to [Order Summary](#).

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Final Details for Order #111-5278538-8263428

Print this page for your records.

Order Placed: May 26, 2023

Amazon.com order number: 111-5278538-8263428

Order Total: \$215.74

Shipped on May 28, 2023

Items Ordered

Price

2 of: *Elmer's All Purpose School Glue Sticks, Washable, 22 Grams, 30 Count*

\$16.00

Sold by: Amazon.com Services LLC

Condition: New

1 of: *Amazon Basics Wide Ruled 8.5 x 11.75-Inch 50-Sheet Lined Writing Note Pad, White - Pack of 12*

12

Sold by: Amazon.com Services LLC

Condition: New

1 of: *Amazon Basics Masking Tape, 0.17 Inch x 180 Feet - Pack of 3 Rolls*

\$9.02

Sold by: Amazon.com Services LLC

Condition: New

Shipping Address:

Kiera J. Hagerman
1736 SPRINGTIME CT
DYER, IN 46311-2185
United States

Shipping Speed:

Amazon Day Delivery

Shipped on May 27, 2023

Items Ordered

Price

1 of: *Kleenex® Professional Facial Tissue for Business (21606), Flat Tissue Boxes, 48 Boxes / Case, 125 Tissues / Box, 6,000 Tissues / Case*

Sold by: Amazon.com Services LLC

Condition: New

Shipping Address:

Kiera J. Hagerman
1736 SPRINGTIME CT
DYER, IN 46311-2185
United States

Shipping Speed:

Amazon Day Delivery

Shipped on May 27, 2023

Items Ordered

Price

2 of: *Tork Perforated Paper Roll Towels 2-ply Jumbo Roll Multi-purpose kitchen roll towel 100% recycled paper towels 210 sheets/roll, 12 rolls/case*

\$36.57

Sold by: Amazon.com Services LLC

Shipping Address:

Kiera J. Hagerman
1736 SPRINGTIME CT
DYER, IN 46311-2185
United States

Shipping Speed:

Amazon Day Delivery

Payment information**Payment Method:**

Visa | Last digits: 2469

Item(s) Subtotal: \$215.74

Shipping & Handling: \$0.00

Total before tax: \$215.74

Estimated tax to be collected: \$0.00

Grand Total:\$215.74

Billing address

Jeanette Romano
LAKE COUNTY SOLID WASTE MANAGEMENT DISTRICT
8695 BROADWAY
MERRILLVILLE, IN 46410-7033
United States

Visa ending in 2469: May 28, 2023:\$215.74

Credit Card transactions

To view the status of your order, return to [Order Summary](#).

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gas pick up truck gas - pick up truck

RSC-Luke251
1224 East Ridge Rd
Griffith Indiana
46319
219-923-5360
6/9/2023 1:20:36 PM
Term: 002
Addr: 01566G

Unleaded
PUMP No. 17
GALLONS 20.704
PRICE/GAL \$3.739
TOTAL FUEL \$77.41

SALE
TOTAL SALE \$77.41

THANK U!
HAVE A NICE DAY
LUKE UP Rewards
XXXXXX7695
Term: 400:251
Appr: 3233315002
Reference: 203480772

You saved \$0.05/GAL

Card #: **426995
Troy Taylo
Rewards Registered

Coffee club progre 3

Copenhagen 1dol of 0
Hershey Regular Re 1

Thanks
For Your Business

RSC-Luke251
1224 East Ridge Rd
Griffith Indiana
46319
219-923-5360
6/2/2023 7:50:32 AM
Term: 002
Addr: 02245G

Unleaded
PUMP No. 16
GALLONS 21.033
PRICE/GAL \$3.609
TOTAL FUEL \$75.91

SALE
TOTAL SALE \$75.91

THANK U!
HAVE A NICE DAY
LUKE UP Rewards
XXXXXX7695
Term: 400:251
Appr: 3222643454
Reference: 203447300

You saved \$0.05/GAL

Card #: **426995
Troy Taylo
Rewards Registered

Coffee club progre 3

Copenhagen 1dol of 0
Hershey Regular Re 1

Thanks
For Your Business

Red Enviro mobile

SPEEDWAY 0006676
Merrillville IN 46410
TRAN#: 5537843
6/8/2023 12:21 PM

Pump 05
Regular Unleaded
15.305 @ \$3.949/GAL
GAS TOTAL \$60.44

TAX \$0.00
TOTAL \$60.44

Visa
Card Num :
XXXXXXXXXXXX2469
TERM: 0050006676001
TRANS TYPE: CAPTURE
APPR#: 07328G
ENTRY METHOD: chip
Card

USD\$ 60.44

CHASE VISA
AID: A0000000031010

06/08/2023 12:19:08

Cardholder agrees to
pay to issuer total
charges per the
agreement between
cardholder & issuer.
Now Hiring!
Apply at
Speedway.com/careers
or text Speedway
to 25000
www.speedway.com

Black Emobile

SPEEDWAY 0006679-Schererville
219 Us-30 46375-2608
(219)865-5441 6/7/2023 2:31:59 PM
Trans# 3045305 Reg: 100

Pay At Pump Sale
Pump # 3 Regular Unleaded
15.103 Gallons @ \$3.999/Gal 60.40
Sales Tax \$0.00
E-Cig Tax \$0.00

Sub. Total: \$60.40
Tax: \$0.00
Total: \$60.40

Visa: \$60.40
Change \$0.00

Visa
Card Num :
XXXXXXXXXXXX2469
TERM: 0050006679001
TRANS TYPE: CAPTURE
APPR#: 01329G
ENTRY METHOD: Chip
Card

USD\$ 60.40

CHASE VISA
AID: A0000000031010

06/07/2023 14:27:07

Cardholder agrees to
pay to issuer total
charges per the
agreement between
cardholder & issuer.

Now Hiring!
Apply at Speedway.com/careers
or text SPEEDWAY to 25000
www.speedway.com

cleaning
supplies

THANK YOU FOR SHOPPING AT
Merrillville Ace Hardware
(219) 738-1933

*REFUNDS MUST BE MADE WITHIN 30 DAYS W/
RECEIPT *SEE STORE FOR COMPLETE DETAILS

06/06/23 1:55PM CFISH4 553 SALE

1364231	1	EA	\$8.99	EA
HOME ARMOR MLDW RMVR320Z				\$8.99
1061027	1	EA	\$5.59	EA
LYSOL CLN FRSH LMON 400Z				\$5.59

SUB-TOTAL:\$	14.58	TAX:\$	1.02
		TOTAL:\$	15.60
		BC AMT:\$	15.60

BK CARD#: XXXXXXXXXXXX2469
MID:*****2881 TID:***3127
AUTH: 05518G AMT:\$ 15.60
Host reference #:166543 Bat#

Authorizing Network: VISA

Contactless
CARD TYPE:VISA EXPR: XXXX
AID : A00000000031010
TVR : 0000000000
IAD : 06021203A00000
TSI :
ARC : 00
MODE : Issuer
CVM : No CVM
Name : CHASE VISA
ATC :0000
AC : B9A43407B21F93A7
TxnID/ValCode: 437979

Bank card USD\$ 15.60



Menards Commercial
Capital One Trade Credit
 PO Box 60506
 City of Industry, CA 91716-0506



Credit Account #
 Statement Date
 Statement #

06/24/23
 1649359723

CREDITS & ADJUSTMENTS	CURRENT	PAST DUE			ACCOUNT BALANCE
		1-59 DAYS	60-89 DAYS	90+ DAYS	
\$0.00	\$55.39	\$0.00	\$0.00	\$0.00	\$55.39

OPEN ITEMS

PO #	Job Code	Invoice #	Purchase Location	Trans Date	Due Date	Trans Total	Balance Due
		308014523059118	MENARDS 3080 GRIFFITH IN	05/25/23	07/19/23	\$37.48	\$37.48
		308015623041113	MENARDS 3080 GRIFFITH IN	06/05/23	07/19/23	\$17.91	\$17.91
Account Balance							\$55.39

PURCHASES

PO #	Job Code	Invoice #	Purchase Location	Trans Date	Due Date	Trans Total	Balance Due
		308014523059118	MENARDS 3080 GRIFFITH IN	05/25/23	07/19/23	\$37.48	\$37.48
		308015623041113	MENARDS 3080 GRIFFITH IN	06/05/23	07/19/23	\$17.91	\$17.91
Total Purchases						\$55.39	

OTHER CHARGES AND CREDITS

Description	Trans Date	Due Date	Trans Total	Balance Due
No other charges and credits in current period.				

PAYMENTS

Date	Payment Number	Amount
06/05/23	Check # 10710	-\$68.76
Total Payments		-\$68.76



Menards Commercial
Capital One Trade Credit
 PO Box 60506
 City of Industry, CA 91716-0506



Credit Account #
 Statement Date 06/24/23
 Statement # 1649359723

PO #	INVOICE # 308014523059118	REF	JOB CODE	
TERMS Standard	INVOICE DATE 05/25/23	DUE DATE 07/19/23		
SOLD TO	SHIP TO	PURCHASED AT	INVOICE TOTAL	
LAKE COUNTY SOLID WASTE LAKE COUNTY SOLID WASTE INC 8695 Broadway Merrillville, IN 46410		MENARDS 3080 GRIFFITH IN	\$37.48	
SKU	DESCRIPTION	\$/UNIT	UNITS	TOTAL
6486079	FIORA BATH TISSUE 12PK 21007	\$4.49	1.0	\$4.49
2379949	MF-SKT SET 1/2DR 16PC MF67212	\$32.99	1.0	\$32.99
			SUBTOTAL	\$37.48
			TAX	\$0.00
			TOTAL	\$37.48

PO #	INVOICE # 308015623041113	REF	JOB CODE	
TERMS Standard	INVOICE DATE 06/05/23	DUE DATE 07/19/23		
SOLD TO	SHIP TO	PURCHASED AT	INVOICE TOTAL	
LAKE COUNTY SOLID WASTE LAKE COUNTY SOLID WASTE INC 8695 Broadway Merrillville, IN 46410		MENARDS 3080 GRIFFITH IN	\$17.91	
SKU	DESCRIPTION	\$/UNIT	UNITS	TOTAL
6486078	FIORA PAPER TOWEL 6PK 41015	\$3.99	1.0	\$3.99
2733921	GLACIERMIST SPRING WATER 24 PACK .5 LIT	\$3.48	4.0	\$13.92
			SUBTOTAL	\$17.91
			TAX	\$0.00
			TOTAL	\$17.91

compost site supplies

MENARDS - GRIFFITH
6050 West Ridge Road
Gary, IN 46408

KEEP YOUR RECEIPT
RETURN POLICY VARIES BY PRODUCT TYPE

Unless noted below allowable returns for items on this receipt will be in the form of an in store credit voucher if the return is done after 09/03/23

If you have questions regarding the charges on your receipt, please email us at:
GRIFfrontend@menards.com



Sale Transaction

Tax Exempt Certificate ID: 2773793
Exempt Type: Local Government

FIORA PAPER TOWEL 6PK *		
6486078	3.99	NT
GLACIERMIST SPRING WATER		
2733921 4 @3.48	13.92	NT
TOTAL SALE	17.91	
Menard Commercial Card 8738	17.91	
PO #		
Auth Code:504357		
Chip Inserted		
a000000817002001		
TC - 5a033fc9ca39b2ee		

TOTAL SAVINGS 0.50

TOTAL NUMBER OF ITEMS = 5

THE FOLLOWING REBATE RECEIPTS WERE
PRINTED FOR THIS TRANSACTION:
2305

GUEST COPY

The Cardholder acknowledges receipt of goods/services in the total amount shown hereon and agrees to pay the card issuer according to its current terms.

THIS IS YOUR CREDIT CARD SALES SLIP
PLEASE RETAIN FOR YOUR RECORDS.

THANK YOU, YOUR CASHIER, Shai

8964 04 1113 06/05/23 11:18AM 3080

Supplies - Compost Site

MENARDS - GRIFFITH
6050 West Ridge Road
Gary, IN 46408

KEEP YOUR RECEIPT
RETURN POLICY VARIES BY PRODUCT TYPE

Unless noted below allowable returns for items on this receipt will be in the form of an in store credit voucher if the return is done after 08/23/23

If you have questions regarding the charges on your receipt, please email us at:
GRIFfrontend@menards.com



Sale Transaction

Tax Exempt Certificate ID: 2773793
Exempt Type: Local Government

MF-SKT SET 1/2DR 16PC	LW	
2379949	32.99	NT
FIORA BATH TISSUE 12PK		
6486079	4.49	NT
TOTAL SALE	37.48	
Menard Commercial Card 8738	37.48	
PO #		
Auth Code:274833		
Chip Inserted		
a000000817002001		
TC - b2b28f997769922b		

TOTAL NUMBER OF ITEMS = 2

THE FOLLOWING REBATE RECEIPTS WERE
PRINTED FOR THIS TRANSACTION:
2303

GUEST COPY

The Cardholder acknowledges receipt of goods/services in the total amount shown hereon and agrees to pay the card issuer according to its current terms.

THIS IS YOUR CREDIT CARD SALES SLIP
PLEASE RETAIN FOR YOUR RECORDS.

LW = Lifetime warranty item that ever fails to provide complete satisfaction is returnable to any Menards Store for the same or comparable item.

See menards.com for return policy details

THANK YOU, YOUR CASHIER, alondra

6-23-23

Page 1

[illegible]

Claims	Checks	Payable	Amount	Description
23-274	10712	Payroll Fund	\$ 13,305.59	Payroll
23-275	7707	Indiana Collections	\$ 263.70	Angela Goodson Child Support
23-276	Debit	US Treasury	\$ 3,451.76	Fica, Med, Fed
23-277	Debit	PERF	\$ 1,889.39	employee retirement fund
23-278	Debit	IN Dept. of Revenue	\$ 1,159.62	taxes-May
23-279	10713	Anthem BCBS	\$ 6,689.48	health insurance premiums
23-280	10714	Pulse Technology	\$ 216.81	copies-May
23-281	10715	Staff Source	\$ 675.00	laborers-compost site programs
23-282	10716	Emma Dillman	\$ 123.00	education intern
23-283	10717	Working Well	\$ 340.00	HealthEAccess program
23-284	10718	Liberty Tire	\$ 3,420.00	tire recycling program
23-285	10719	LC Farm Bureau Co-op	\$ 891.82	fuel-compost site machinery
23-286	10720	Indiana American Water	\$ 213.14	water to district building
23-287	10721	Mavis Tire Supply	\$ 425.42	Brakes and oil change-volt
23-288	10722	Service Sanitation	\$ 151.65	service-compost site bathroom
23-289	10723	Creekside Outdoor Living	\$ 429.68	yard maintenance-district office
23-290	10724	Cedar Lake Storage	\$ 375.00	storage-leaf vacs
23-291	10725	americaneagle.com	\$ 400.00	content editor updates-website
23-292	10726	Trust Tech	\$ 455.00	monthly service monitoring and
23-293	10727	IN.gov	\$ 15.00	employment posters



Menards Commercial
Capital One Trade Credit
PO Box 60506
City of Industry, CA 91716-0506

RECEIVED MAY 3 0 2023



Credit Account #	05/24/23
Statement Date	05/24/23
Statement #	1648785327

KIERA HAGERMAN
LAKE COUNTY SOLID WASTE INC
8695 Broadway
Merrillville, IN 46410

Previous Account Balance	\$38.11
New Purchases	\$68.76
Other Charges/Credits	\$0.00
Payments	-\$38.11

Account Balance	\$68.76
------------------------	----------------

Credit Limit	\$1,300.00	Payment Due Date(s)	
Account Balance	\$68.76	06/18/23	\$68.76
Available Credit	\$1,231.24		

Pay online - it's fast, easy and secure!

Don't forget you can make quick and easy payments online! Log into your secure account today!

Pay online at <https://www.menards.com/commercial>.

For questions, or to report an unauthorized use claim, call Capital One Trade Credit at 866-323-6167.

For online or phone payments, your account will be credited as of the business day we receive it, as long as it is made by 5 PM ET. Mail payments will be credited the same business day, as long as it is received by 5 PM ET at the correct address, noted below, with remit coupon. Payments received by us at any other location or in any other form may not be credited as of the day we receive them. Allow at least 7 business days for mail delivery.

Please detach and return stub with payment to address below.

KIERA HAGERMAN
LAKE COUNTY SOLID WASTE INC
8695 Broadway
Merrillville, IN 46410

Credit Account #
Statement Date 05/24/23
Statement # 1648785327

Account Balance	\$68.76
------------------------	----------------

Address Change:

Amount Enclosed \$



Capital One Trade Credit
PO Box 60506
City of Industry, CA 91716-0506

[illegible]



Menards Commercial
Capital One Trade Credit
 PO Box 60506
 City of Industry, CA 91716-0506



Credit Account #
 Statement Date
 Statement #

05/24/23
 1648785327

CREDITS & ADJUSTMENTS	CURRENT	PAST DUE			ACCOUNT BALANCE
		1-59 DAYS	60-89 DAYS	90+ DAYS	
\$0.00	\$68.76	\$0.00	\$0.00	\$0.00	\$68.76

OPEN ITEMS

PO #	Job Code	Invoice #	Purchase Location	Trans Date	Due Date	Trans Total	Balance Due
		308011523033349	MENARDS 3080 GRIFFITH IN	04/25/23	06/18/23	\$37.90	\$37.90
		308013623078975	MENARDS 3080 GRIFFITH IN	05/16/23	06/18/23	\$30.86	\$30.86
Account Balance							\$68.76

PURCHASES

PO #	Job Code	Invoice #	Purchase Location	Trans Date	Due Date	Trans Total	Balance Due
		308011523033349	MENARDS 3080 GRIFFITH IN	04/25/23	06/18/23	\$37.90	\$37.90
		308013623078975	MENARDS 3080 GRIFFITH IN	05/16/23	06/18/23	\$30.86	\$30.86
Total Purchases						\$68.76	

OTHER CHARGES AND CREDITS

Description	Trans Date	Due Date	Trans Total	Balance Due
-------------	------------	----------	-------------	-------------

No other charges and credits in current period.

PAYMENTS

Date	Payment Number	Amount
05/08/23	Check # 10668	-\$38.11
Total Payments		-\$38.11



Menards Commercial
Capital One Trade Credit
 PO Box 60506
 City of Industry, CA 91716-0506



Credit Account #
 Statement Date
 Statement #

05/24/23
 1648785327

PO #	INVOICE # 308011523033349	REF	JOB CODE	
TERMS Standard	INVOICE DATE 04/25/23	DUE DATE 06/18/23		
SOLD TO	SHIP TO	PURCHASED AT	INVOICE TOTAL	
LAKE COUNTY SOLID WASTE LAKE COUNTY SOLID WASTE INC 8695 Broadway Merrillville, IN 46410		MENARDS 3080 GRIFFITH IN	\$37.90	
SKU	DESCRIPTION	\$/UNIT	UNITS	TOTAL
2733921	GLACIERMIST SPRING WATER 24 PACK .5 LIT	\$3.48	4.0	\$13.92
5613550	VEN STEEL NITRILE100CT VEN6145R	\$23.98	1.0	\$23.98
			SUBTOTAL	\$37.90
			TAX	\$0.00
			TOTAL	\$37.90

PO #	INVOICE # 308013623078975	REF	JOB CODE	
TERMS Standard	INVOICE DATE 05/16/23	DUE DATE 06/18/23		
SOLD TO	SHIP TO	PURCHASED AT	INVOICE TOTAL	
LAKE COUNTY SOLID WASTE LAKE COUNTY SOLID WASTE INC 8695 Broadway Merrillville, IN 46410		MENARDS 3080 GRIFFITH IN	\$30.86	
SKU	DESCRIPTION	\$/UNIT	UNITS	TOTAL
2733921	GLACIERMIST SPRING WATER 24 PACK .5 LIT	\$3.48	4.0	\$13.92
6605922	MENS RW PERF GLOVE M MX450GY-M	\$4.48	1.0	\$4.48
6605924	MENS RW PERF GLOVE XL MX450GY-XL	\$4.48	1.0	\$4.48
6601238	PVC COATED WORK GLOVE	\$3.99	2.0	\$7.98
			SUBTOTAL	\$30.86
			TAX	\$0.00
			TOTAL	\$30.86

Supplies - compost site
MENARDS - GRIFFITH
6050 West Ridge Road
Gary, IN 46408

KEEP YOUR RECEIPT
RETURN POLICY VARIES BY PRODUCT TYPE

Unless noted below allowable returns for items on this receipt will be in the form of an in store credit voucher if the return is done after 08/14/23

If you have questions regarding the charges on your receipt, please email us at:
GRIFfrontend@menards.com



Sale Transaction

Tax Exempt Certificate ID: 2773793
Exempt Type: Local Government

MENS RW PERF GLOVE XL		
6605924	4.48	NT
MENS RW PERF GLOVE M		
6605922	4.48	NT
PVC COATED WORK GLOVE		
6601238 2.00 @3.99	7.98	NT
GLACIERMIST SPRING WATER		
2733921 4 @3.48	13.92	NT

TOTAL SALE	30.86
Menard Commercial Card 8738	30.86
PO #	
Auth Code:927311	
Chip Inserted	
a000000817002001	
TC - 3414de90afbe0faf	

TOTAL NUMBER OF ITEMS = 8

THE FOLLOWING REBATE RECEIPTS WERE
PRINTED FOR THIS TRANSACTION:
2302


GUEST COPY

The Cardholder acknowledges receipt of goods/services in the total amount shown hereon and agrees to pay the card issuer according to its current terms.

THIS IS YOUR CREDIT CARD SALES SLIP
PLEASE RETAIN FOR YOUR RECORDS.

THANK YOU, YOUR CASHIER, PeggySue

8977 07 8975 05/16/23 09:58AM 3080

compost site supplies
Use Your  2%
BIG CARD REBATE
MENARDS

MENARDS - GRIFFITH
6050 West Ridge Road
Gary, IN 46408

KEEP YOUR RECEIPT
RETURN POLICY VARIES BY PRODUCT TYPE

Unless noted below allowable returns for items on this receipt will be in the form of an in store credit voucher if the return is done after 07/24/23

If you have questions regarding the charges on your receipt, please email us at:
GRIFfrontend@menards.com



Sale Transaction

Tax Exempt Certificate ID: 2773793
Exempt Type: Local Government

VEN STEEL NITRILE100CT		
5613550	23.98	NT
GLACIERMIST SPRING WATER		
2733921 4 @3.48	13.92	NT

TOTAL SALE	37.90
Menard Commercial Card 8738	37.90
344966	
Swiped	
PO #	

TOTAL NUMBER OF ITEMS = 5

THE FOLLOWING REBATE RECEIPTS WERE
PRINTED FOR THIS TRANSACTION:
2299

GUEST COPY

The Cardholder acknowledges receipt of goods/services in the total amount shown hereon and agrees to pay the card issuer according to its current terms.

THIS IS YOUR CREDIT CARD SALES SLIP
PLEASE RETAIN FOR YOUR RECORDS.

THANK YOU, YOUR CASHIER, Arelli

65950 03 3349 04/25/23 12:28PM 3080



Manage your account online at :
www.chase.com/cardhelp

Customer Service:
1-800-945-2028

Mobile: Download the
Chase Mobile® app today

June 2023						
S	M	T	W	T	F	S
28	29	30	31	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	1
2	3	4	5	6	7	8

New Balance

\$604.44

Minimum Payment Due

\$120.00

Payment Due Date

06/19/23

RECEIVED

MAY 30 2023

Late Payment Warning: If we do not receive your minimum payment by the due date, you may have to pay a late fee, and existing and new balances may become subject to the Default APR.

Minimum Payment Warning: Enroll in Auto-Pay and avoid missing a payment. To enroll, go to www.chase.com

ACCOUNT SUMMARY

Previous Balance	\$1,227.23
Payment, Credits	-\$1,227.23
Purchases	+\$604.44
Cash Advances	\$0.00
Balance Transfers	\$0.00
Fees Charged	\$0.00
Interest Charged	\$0.00
New Balance	\$604.44
Opening/Closing Date	04/26/23 - 05/25/23
Credit Limit	\$5,000
Available Credit	\$4,395
Cash Access Line	\$250
Available for Cash	\$250
Past Due Amount	\$0.00
Balance over the Credit Limit	\$0.00



P.O. BOX 15123
WILMINGTON, DE 19850-5123
For Undeliverable Mail Only

Make your payment at
chase.com/paycard

Payment Due Date:	06/19/23
New Balance:	\$604.44
Minimum Payment Due:	\$120.00

\$ _____ Amount Enclosed
Make/Mail to Chase Card Services at the address below:

JEANETTE ROMANO
LAKE COUNTY SOLID WASTE
8695 BROADWAY
MERRILLVILLE IN 46410-7033

CARDMEMBER SERVICE
PO BOX 6294
CAROL STREAM IL 60197-6294



Manage your account online at:
www.chase.com/cardhelp

Customer Service:
1-800-945-2028

Mobile: Download the
Chase Mobile® app today

ACCOUNT ACTIVITY

Date of Transaction	Merchant Name or Transaction Description	\$ Amount
05/05	Payment ThankYou Image Check	-1,227.23
05/05	AMZN Mktp US*J648A2P23 Amzn.com/bill WA <i>Geese Repellent</i>	49.98 ✓
05/12	SPEEDWAY 07523 1 W 81ST M MERRILLVILLE IN <i>GAS - Volt</i>	19.89 ✓
05/13	Amazon.com*A78G53PC3 Amzn.com/bill WA <i>Paper Supplies</i>	58.88 ✓
05/13	INDIANA TOLL ROAD 574-6754010 IN	12.10 ✓
05/16	SOLID WASTE ASSOCIA 240-494-2224 MO <i>Kiera Hagerman Certification SWANA</i>	250.00 ✓
	JEANETTE ROMANO	
	TRANSACTIONS THIS CYCLE (CARD 2469) \$836.38-	
	INCLUDING PAYMENTS RECEIVED	
04/25	SPEEDWAY 06672 HOBART IN HOBART IN <i>GAS - Pickup</i>	74.29 ✓
05/08	SPEEDWAY 06685 SCHERERVILLE SCHERERVILLE IN <i>GAS - Pickup</i>	74.60 ✓
05/19	LOVE'S #417 GARY IN <i>GAS - Pickup</i>	64.70 ✓
	TROY TAYLOR	
	TRANSACTIONS THIS CYCLE (CARD 9850) \$213.59	

2023 Totals Year-to-Date	
Total fees charged in 2023	\$0.00
Total interest charged in 2023	\$0.00

Year-to-date totals do not reflect any fee or interest refunds you may have received.

INTEREST CHARGES

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

Balance Type	Annual Percentage Rate (APR)	Balance Subject To Interest Rate	Interest Charges
PURCHASES			
Purchases	18.24%(v)(d)	- 0 -	- 0 -
CASH ADVANCES			
Cash Advances	29.99%(v)(d)	- 0 -	- 0 -
BALANCE TRANSFERS			
Balance Transfer	18.24%(v)(d)	- 0 -	- 0 -

30 Days in Billing Period

(v) = Variable Rate

(d) = Daily Balance Method (including new transactions)

(a) = Average Daily Balance Method (including new transactions)

Please see Information About Your Account section for the Calculation of Balance Subject to Interest Rate, Annual Renewal Notice, How to Avoid Interest on Purchases, and other important information, as applicable.

Final Details for Order #111-9162874-0184224

Print this page for your records.

geese
repellent

Order Placed: May 4, 2023

Amazon.com order number: 111-9162874-0184224

Order Total: \$49.98

Shipped on May 4, 2023

Items Ordered

Price

2 of: *Tapix Bird Blinder Repellent Pinwheels (10 Pack) 15 inch Pinwheel Bird Deterrent, Holographic Pin Wheels for Yard and Garden, Garden Spinners Effectively Keep Birds Away* \$24.99

Sold by: MAX SUPPLY ([seller profile](#))

Condition: New

Shipping Address:

Kiera J. Hagerman
1736 SPRINGTIME CT
DYER, IN 46311-2185
United States

Shipping Speed:

FREE Prime Delivery

Payment information

Payment Method:

Visa | Last digits: 2469

Item(s) Subtotal: \$49.98

Shipping & Handling: \$0.00

Total before tax: \$49.98

Estimated tax to be collected: \$0.00

Grand Total: \$49.98

Billing address

Jeanette Romano
LAKE COUNTY SOLID WASTE MANAGEMENT DISTRICT
8695 BROADWAY
MERRILLVILLE, IN 46410-7033
United States

Credit Card transactions

Visa ending in 2469: May 4, 2023: \$49.98

To view the status of your order, return to [Order Summary](#).

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Final Details for Order #111-9726783-4348224

Print this page for your records.

Subscribe and Save Order Placed: May 9, 2023
Amazon.com order number: 111-9726783-4348224
Order Total: \$58.88
This order contains Subscribe & Save items.

Shipped on May 13, 2023

Items Ordered

1 of: *Scott Trusted Clean Toilet Paper, 32 Regular Rolls, Septic-Safe Toilet Tissue, 1-Ply Rolls*
Sold by: Amazon.com Services LLC

Price
\$30.99

Condition: New

Shipping Address:

Kiera J. Hagerman
1736 SPRINGTIME CT
DYER, IN 46311-2185
United States

Shipping Speed:

Amazon Day Delivery

Shipped on May 13, 2023

Items Ordered

1 of: *Scott Trusted Clean Toilet Paper, 32 Regular Rolls, Septic-Safe Toilet Tissue, 1-Ply Rolls*
Sold by: Amazon.com Services LLC

Price
\$30.99

Condition: New

Shipping Address:

Kiera J. Hagerman
1736 SPRINGTIME CT
DYER, IN 46311-2185
United States

Shipping Speed:

Amazon Day Delivery

Payment information

Payment Method:

Visa | Last digits: 2469

Billing address

Jeanette Romano
LAKE COUNTY SOLID WASTE MANAGEMENT DISTRICT
8695 BROADWAY
MERRILLVILLE, IN 46410-7033
United States

Item(s) Subtotal: \$61.98
Shipping & Handling: \$0.00
Subscribe & Save: -\$3.10

Total before tax: \$58.88
Estimated tax to be collected: \$0.00

Grand Total: \$58.88

Credit Card transactions

Visa ending in 2469: May 13, 2023: \$58.88

To view the status of your order, return to [Order Summary](#).

Certification
renewal.

Kiera Hagerman

From: no_reply@swana.org
Sent: Tuesday, May 16, 2023 7:09 AM
To: Kiera Hagerman
Subject: Order Receipt

Kiera
Hagerman



May 16, 2023
Trans # 222348

1100 Wayne Avenue, Suite 650, Silver Spring, MD 20910

Kiera Hagerman, S.C.

8695 Broadway

Merrillville, IN 46410-7033

United States

Customer ID 1717162

Kiera Hagerman, S.C.

8695 Broadway

Merrillville, IN 46410-7033

United States

BILL TO

SHIP TO

QTY	ITEM #	DESCRIPTION	UNIT PRICE	TOTAL
1	CERTZERO	Zero Waste Principles & Practices	\$250.00	\$250.00
Subtotal:				\$250.00
Tax:				0.00
Total:				\$250.00
Payment: (05/16/2023 - card ending: 2469)				(\$250.00)
Amount Due				\$0.00

Your purchase is now complete. Thank you!

If the receipt does not display correctly [Click here to open in a browser.](#)

gas-
vot

SPEEDWAY 0007523
Merrillvil IN 46410
TRAN#: 9476866
5/12/2023 9:51 AM

Pump 09
Regular Unleaded
5.153 @ \$3.859/GAL
GAS TOTAL \$19.89

TAX \$0.00
TOTAL \$19.89

Visa
Card Num :
XXXXXXXXXXXX2469
TERM: 0050007523001
TRANS TYPE: CAPTURE
APPR#: 00979G
ENTRY METHOD: Chip
Card

USD\$ 19.89

CHASE VISA
AID: A0000000031010

05/12/2023 09:50:29

Cardholder agrees to
pay to issuer total
charges per the
agreement between
cardholder & issuer.
Now Hiring!
Apply at
Speedway.com/careers
or text Speedway
to 25000
www.speedway.com

gas- pick up
truck

SPEEDWAY 0006672
Hobart IN 46342
TRAN#: 8510296
4/25/2023 1:18 PM

Pump 08
Regular Unleaded
19.054 @ \$3.899/GAL
GAS TOTAL \$74.29

TAX \$0.00
TOTAL \$74.29

Visa
Card Num :
XXXXXXXXXXXX9850
TERM: 0050006672001
TRANS TYPE: CAPTURE
APPR#: 08850G
ENTRY METHOD: Chip
Card

USD\$ 74.29

CHASE VISA
AID: A0000000031010

04/25/2023 13:16:26

Cardholder agrees to
pay to issuer total
charges per the
agreement between
cardholder & issuer.
Now Hiring!
Apply at
Speedway.com/careers
or text Speedway
to 25000
www.speedway.com

gas- pick up
truck

SPEEDWAY 0006685-Schererville
2333 Us-41 46375-2809
(219)322-3549 5/8/2023 9:52:07 AM
Trans# 3631646 Reg: 100

Pay At Pump Sale
Pump # 8 Regular Unleaded
21.321 Gallons @ \$3.499/Gal 74.60
Sales Tax \$0.00
E-Cig Tax \$0.00

Sub. Total: \$74.60
Tax: \$0.00
Total: \$74.60

Visa: \$74.60
Change \$0.00

Visa
Card Num :
XXXXXXXXXXXX9850
TERM: 0050006685001
TRANS TYPE: CAPTURE
APPR#: 08899G
ENTRY METHOD: Chip
Card

USD\$ 74.60

CHASE VISA
AID: A0000000031010

05/08/2023 09:46:27

Cardholder agrees to
pay to issuer total
charges per the
agreement between
cardholder & issuer.

Now Hiring!
Apply at Speedway.com/careers
or text SPEEDWAY to 25000
www.speedway.com

gas-
pick up
truck

Welcome To Loves#417
05/19/23 10:49

Pump Gallons Price
06 18.491 \$ 3.499

Product Amount
Unleaded \$ 64.70

TOTAL SALE \$ 64.70

#####9850
Card: VISA
Approval: 09591G
Sale - Insert

Ticket: 14215

AID:
A0000000031010
APP:
VISA CREDIT
No CVM

Savings/Gal: \$ 0.10
You saved: \$ 1.85

TOTAL SALE \$ 64.70
Thank You !!!

5-26-23

Page 1

[illegible]

5-19-23

Page 1

[illegible]

Old Business

**Minutes for 6-23-2023 Meeting of the Lake County Solid
Waste Management District's Task Force Committee**

On 6-23-2023 a meeting of the District's Task Force Committee was held at approximately 11:45 a.m., at the District's office located at 8695 Broadway, Merrillville, IN 46410. The following Committee Members were in attendance:

Rick Ryfa, Chairman

Ken Schoon

Trent McCain

Steve Tulowitzski (attended via Zoom)

Tim Clayton was unable to attend.

Also in attendance were:

Jeanette Romano, Executive Director

Kiera Hagerman, Assistant Director

William Touchette
District's Local Attorney

Terry Dawson
District's Consulting Attorney from Barnes
& Thornburg (attended via telephone)

The Task Force Committee was formed at the 5-18-2023 meeting of the District's Board to consider and make recommendations regarding possible changes to the draft of "Resolution No. 2023-2", which is pending before the Board and is entitled:

"Modification of Human Resources Policies and Procedures Handbook
Attendance, Sick leave, and Vacation Leave."

The Committee Members all reviewed the resolution in advance of the 6-23-2023 meeting. They generally support the following changes this draft resolution makes:

- A. Reduce the maximum amount of sick leave that the District's employees can accrue in a single year from 5 weeks to 3.25 weeks;
- B. Reduce the maximum amount of vacation time that the District's employees can accrue in a single year from 5 weeks to 3.25 weeks;
- C. Provide that failure to maintain regular attendance, as defined in the Attendance policy may trigger an inquiry into whether an employee is abusing sick leave.

[Section 320, "Attendance," of the District's Human Resource Policies and Procedures Handbook states:

“Employees shall be in attendance at the place of work in accordance with policies regarding hours of work, holidays and leave...Failure to comply with these policies shall be cause for disciplinary action.”]

D. Allow for employees to use 15 “unexcused” sick days per year. Sick days that are justified by a written doctor’s note are always “excused.”

E. Allow for employees with sufficient accumulated vacation time to use 15 days of vacation time upon giving 14 days advance notice to the Executive Director or the Director’s designee. If 14 days advance notice is not provided, vacation time may be denied unless the Executive Director determines granting the vacation time will not negatively affect business operations.

Vacation time using accumulated days in excess of 15 days will be reviewed on a case by case basis.

Executive Director Jeanette Romano explained that the District only has 6 employees and that the prior maximum levels of sick and vacation time accumulation were creating situations where the sick and vacation time usage was threatening the adequacy of the District’s staffing levels. The Executive Director explained that the motivating factor for the changes being implemented by Resolution No. 2023-2 is to assure the District has adequate staffing levels at all times to accomplish the District’s business purposes.

Attorney Terry Dawson stated that Resolution No. 2023-2’s provisions aimed at requiring the District’s employees to maintain regular attendance are specifically authorized by controlling precedent from the United States 7th Circuit Court of Appeals. Attorney Dawson also confirmed that the District has the power to make the changes to be implemented by Resolution No. 2023-2.

The Committee Members and all present agreed:

A. That the language, “Vacation time is a privilege, not a right,” should be removed from the Resolution;

B. That language making the Resolution effective on 1-1-2024 should be added to the Resolution; and

C. That an updated version of Resolution No. 2023-2 as modified per the preceding paragraphs “A” and “B” should be presented to the District’s full Board for consideration and passage at the Board’s next meeting.

Attorney William Touchette recommended that if anybody during the Public Comment section at the beginning of the District Board’s next meeting wants to comment about Resolution No. 2023-2, Chairman Rick Long should exercise the Chairman’s discretion, stop that Commentor,

and inform the Commentor that they will be heard when the Board reaches Resolution No. 2023-02 on the Agenda and discusses the Resolution.

In the event that issues concerning any of the District's specific employees are raised under the discussion of Resolution No. 2023-02, the Committee recommends that Chairman Long stop that discussion because Resolution No. 2023-02 does not concern issues regarding specific employees. If Chairman Long determines that matters concerning any of the District's specific employees need to be discussed, the Committee recommends that Chairman Long ask for a motion to set a closed executive session meeting to discuss personnel matters.

The Committee Members acknowledged that the District's Board may want to consider making other changes to the District's "Human Resource Policies and Handbook", but any such changes are beyond the scope of the Board's action on Resolution No. 2023-02.

Chapter 3 Policies and Regulations

Section 320 Attendance and Regular Attendance Defined

Employees shall be in attendance at the place of work in accordance with policies regarding hours of work, holidays and leave. If for some unavoidable reason one cannot report for work he/she shall notify the supervisor, Executive Director or District designee as soon as practicable. ~~Failure to comply with these policies shall be cause for disciplinary action.~~

Disciplinary action, up to and including termination, may be taken if an employee fails to maintain regular attendance. In most circumstances, an employee who is absent from work more than 2 days per month is not maintaining "regular attendance," unless the employee is on an approved leave of absence (such as vacation, FMLA, and/or medical leave). Disciplinary action may also be taken if an employee fails to notify the District of an absence in accordance with this policy.

Chapter 5 Benefits

Section 500 Eligibility

Unless indicated otherwise, all benefits established under this Chapter 5 apply only to full-time, regular employees.

Section 510 Holidays

Full-time regular employees will receive paid holiday leave each calendar year (January 1 – December 31) for those holidays recognized by the municipality in which the District office is located. Part-time, seasonal, and temporary employees are not eligible for holiday compensation.

Section 520 Paid Leaves

An employee who is receiving pay while on approved leave shall be paid at that employee's base salary rate for every hour of absence. Paid leave hours are not considered when computing overtime hours.

Section 521 Sick Leave

Sick leave is provided as income protection for full-time regular and probationary employees who become ill or injured and are unable to report to work, or whose immediate family member, as defined in Chapter 13 of the District Rules and Policy Manual, becomes ill and the employee is needed to care for them. ~~Sick leave is a privilege, not a right.~~

1. Only full-time regular and full time probationary employees are entitled to paid sick leave. Sick leave accruals shall begin on the employees first day of employment. Full time regular and probationary employees accrue sick leave on the following basis:

SICK TIME ACCRUAL SYSTEM

Completed Years of Service	Sick Hours Earned per Pay Period	Maximum Hours per Year	Maximum Weeks per Year
0 - 1	1.60	41.600	1.0
2 - 4	3.00	78.000	2.0
5 - 9	4.60	119.600	3.0
10 or more	5.00	130.000	3.25
10-14	6.100	158.600	4.0
15 or more	7.700	200.200	5.0

Full-time regular and full time probationary employees shall accrue sick time for all paid leave in accordance with the formulas shown above. No employee shall, at any time, accrue more than 520 hours of sick leave time.

2. Employees can use accrued sick leave time with approval of an employee's direct supervisor or designee for absence due to illness or injury of employee or employee's immediate family member, as defined by policy. Sick leave may also be used for medical and dental appointments when such appointments cannot be scheduled during off work hours.
3. Workers' Compensation Benefits shall be applied in cases of on-the-job injury. If an employee receives weekly Workers' Compensation Benefits, he/she may not use sick leave for the same injury or illness.
4. An employee on sick leave, either paid and/or unpaid, may be required after being absent for three (3) consecutive work days for full-time employees, to provide a certificate from a physician verifying the need to be off work. If an employee is on sick leave, the District Executive Director may require that a physician's statement be submitted certifying that an employee is able to return to work and capable of performing their essential functions with or without accommodations prior to allowing the employee to return to work. If an employee is on sick leave to care for a dependent, the District Executive Director may require a physician statement be submitted certifying that the employee is needed to care for their family member while the family member is sick. If the requested certificate is not provided, sick leave will not be allowed and the employee will be told to return to work by a specified date or be subject to disciplinary action. Time off will be unpaid unless the employee chooses to use accrued vacation or compensatory time.
5. Disciplinary action, up to and including termination, may be taken if an employee ~~fails to maintain regular attendance.~~ **abuses sick leave. Failing to maintain regular attendance, as defined in the Attendance policy, may trigger an inquiry into whether an employee is abusing sick leave.** Abuse or excessive use of sick leave may include, but is not limited to, sick leave used in conjunction with a holiday, regularly scheduled day(s) off, vacation time, and/or any other pattern or frequent sick leave use.
6. No one will be paid for accumulated but unused sick leave upon separation or retirement from employment.
7. Sick leave benefits do not apply to part-time, temporary or seasonal employees.

8. The District shall allow 15 unexcused days (120 hours) of sick time per year if the employee has sick time accumulated. If an employee chooses to bring a physician's note for anything less than 3 days, this sick time will be considered excused and not be counted as part of the 15 days (120 hours). All sick time taken (unexcused and excused) will be subtracted from total accumulated sick time.

Section 522 Vacation

Paid vacation leave is provided to employees to ensure the mental and physical health and well-being of both the employee and the organization. Only full-time regular and full time probationary employees are eligible to receive paid vacation leave. ~~Vacation leave is a privilege, not a right.~~

1. Accrual - Vacation leave accruals begin on the first day of employment. However, eligible employees may not use accrued vacation until they have been employed with the District for 6 consecutive calendar months. Full-time employees shall accrue vacation time for all paid leave in accordance with the formulas shown below:

VACATION TIME ACCRUAL SYSTEM

Completed Years of Service	Vacation Hours Earned per Pay of Period	Maximum Hours per Year	Maximum Weeks per Year
0 - 1	1.60	41.600	1.0
2 - 4	3.00	78.000	2.0
5 - 9	4.60	119.600	3.0
10 or more	5.00	130.000	3.25
10-14	6.100	158.600	4.0
15 or more	7.700	200.200	5.0

~~Vacation time must be requested 6 months in advance and must be approved by the District Executive Director.~~ Vacation time should be requested 14 days in advance and must be approved by the District Executive Director or designee. If 14 days advance notice is not provided, vacation time may be denied unless the District Executive Director determines that the vacation time will not negatively affect business operations. No more than two (2) consecutive weeks (10 business days) of vacation may be taken at any time. Any deviation of the consecutive week restriction must be approved by the District Board. No employee shall, at any time, accrue more than 520 hours of vacation leave time.

To the extent an employee has earned Compensatory Time, it must be used before vacation time is used.

2. Vacation leave benefits do not apply to part-time, temporary or seasonal employees.
3. Accrued but unused vacation leave benefits will be paid upon separation or retirement of employment.
4. The District shall allow 15 days (120 hours) of vacation use per year if the employee has vacation time accumulated. Additional vacation time requested will be reviewed on a case-by-case basis.

EFFECTIVE DATE: These policy changes will be effective January 1, 2024.



RESOLUTION NO. 2023-2

Modification of Human Resources Policies and Procedures Handbook Attendance, Sick Leave, and Vacation Leave

WHEREAS, the Lake County Solid Waste Management District, hereinafter “DISTRICT”, was created pursuant to and has the powers outlined in Indiana Code 13-21-1-1 et. seq.; and

WHEREAS, the District has adopted a Human Resource Policies and Procedures Handbook, hereinafter “HANDBOOK”; and

WHEREAS, under Chapter 13 General, Section 110 General Provisions, the District Board may amend that Handbook; and

WHEREAS, there is a need to amend the Handbook to more clearly define and ensure Regular Attendance found in Chapter 3 (Policies and Regulations) Section 320 (Attendance), and Sick Leave and Vacation Leave found in Chapter 5 (Benefits) in Section 521 (Sick Leave) and Section 522 (Vacation).

THEREFORE, BE IT RESOLVED, that the Handbook is amended as follows:

A. Under Section 320 Attendance, the paragraph shall read as follows:

Employees shall be in attendance at the place of work in accordance with policies regarding hours of work, holidays, and leave. If for some unavoidable reason one cannot report for work, he/she shall notify the supervisor, Executive Director, or District designee as soon as practicable. Disciplinary action, up to and including termination, may be taken if an employee fails to maintain regular attendance. In most circumstances, an employee who is absent from work more than 2 days per month is not maintaining “regular attendance,” unless the employee is on an approved leave of absence (such as vacation, FMLA, and/or medical leave). Disciplinary action may also be taken if an employee fails to notify the District of an absence in accordance with this policy.

B. 1. Under Section 521 Sick Leave, numerical paragraph 1, the Sick Time Accrual System table shall read as follows:

Completed Years of Service	Sick Hours Earned Per Pay Period	Maximum Hours Per Year	Maximum Weeks Per Year
0-1	1.6	41.600	1.0
2-4	3.0	78.000	2.0
5-9	4.6	119.600	3.0
10 or more	5.0	130	3.25

2. Under Section 521 Sick Leave, numerical paragraph 5 shall read as follows:

Disciplinary action, up to and including termination, may be taken if an employee abuses sick leave. Failing to maintain regular attendance, as defined in the Attendance policy, may trigger an inquiry into whether an employee is abusing sick leave. Abuse of or excessive use of sick leave may include, but is not limited to, sick leave used in conjunction with a holiday, regularly scheduled day(s) off, vacation time, and/or any other pattern or frequent sick leave use.

3. Under Section 521 Sick Leave, numerical paragraph 8 shall be inserted and read as follows:

The District shall allow 15 unexcused days (120 hours) of sick time per year if the employee has sick time accumulated. If an employee chooses to bring a physician's note for anything less than 3 days, this sick time will be considered excused and not be counted as part of the 15 days (120 hours). All sick time taken (unexcused and excused) will be subtracted from total accumulated sick time.

C. 1. Under Section 521 Sick Leave, the following sentence shall be deleted:

Sick leave is a privilege, not a right.

2. Under Section 522 Vacation, numerical paragraph 1, the Vacation Time Accrual System shall read as follows:

Completed Years of Service	Vacation Hours Earned Per Pay Period	Maximum Hours Per Year	Maximum Weeks Per Year
0-1	1.6	41.600	1.0
2-4	3.0	78.000	2.0
5-9	4.6	119.600	3.0
10 or more	5.0	130	3.25

3. Under Section 522 Vacation, numerical paragraph 1, the following sentence shall be deleted: Vacation time must be requested 6 months in advance and must be approved by the District Executive Director.

4. Under Section 522 Vacation, numerical paragraph 1, the following sentence shall be inserted: Vacation time should be requested 14 days in advance and must be approved by the District Executive Director or designee. If 14 days advance notice is not provided, vacation time may be denied unless the District Executive Director determines that the vacation time will not negatively affect business operations.

5. Under Section 522 Vacation, numerical paragraph 4 should be inserted and read as follows: The District shall allow 15 days (120 hours) of vacation use per year if the employee has vacation time accumulated. Additional vacation time requested will be reviewed on a case-by-case basis.

These policy changes will be effective January 1, 2024.

All of which is resolved this _____ day of _____, 2023 by a vote of ___ in favor and ___ against.

Lake County Solid Waste Management District

Attest:

Chairman, Richard Long
Lake County Solid Waste Management District

Controller, John Petalas
Lake County Solid Waste Management District

Additional Information



B61479

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May 17, 2023

TO: THE OFFICIALS OF THE LAKE COUNTY SOLID WASTE
MANAGEMENT DISTRICT, LAKE COUNTY, INDIANA

As authorized under Indiana Code 5-11-1, we performed certain procedures to the accounting records and related documents of the Lake County Solid Waste Management District (District), Lake County, for the period of January 1, 2018 to December 31, 2021, to determine compliance with applicable Indiana laws and uniform compliance guidelines established by the Indiana State Board of Accounts.

Management is responsible for preparing and maintaining its accounting records and related documents, as well as compliance with applicable state laws and uniform compliance guidelines established by the Indiana State Board of Accounts.

The District's Annual Financial Reports filed by management can be found on the Gateway Website: www.gateway.ifionline.org.

The Comments contained herein describe the identified reportable instances of noncompliance found as a result of the procedures we performed. Our procedures were not designed to identify all instances of noncompliance; therefore, noncompliance may exist that is unidentified.

Comments

- *No reportable instances of noncompliance.*

This report is intended solely for the information and use of management, governance, and others within the organization. This restriction is not intended to limit the distribution of this report, which is a matter of public record.

The Schedule of Cash and Investment Balances - Regulatory Basis is presented as other information. It has not been subjected to any auditing procedures, and, accordingly, we do not express an opinion or provide any assurance on it.

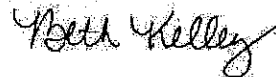
SCHEDULE OF CASH AND INVESTMENT
BALANCES - REGULATORY BASIS
As of December 31, 2021

Fund	Cash and Investments 12-31-21
Solid Waste Management Fund	\$ 5,796,488
Payroll Fund	<u>10,083</u>
Total	<u>\$ 5,806,571</u>

Any Official Response to the Comments, incorporated within this report, was not verified for accuracy.

The contents of this report were communicated to John Petalas, Controller; Richard Long, Chair of the District Board; Jeanette Romano, Director; Kiera Hagerman, Assistant Director; William Touchette, District Attorney; William Allen, District Board member; and Dan Waldrop, District Board member, on May 15, 2023.

Respectfully,



Beth Kelley, CPA, CFE
Deputy State Examiner