



NOTICE & AGENDA

LAKE COUNTY SOLID WASTE MANAGEMENT DISTRICT BOARD MEETING

Thursday, February 15, 2024 – 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

1. District By-Laws Updated – Consideration for Approval and Adoption

ELECTIONS:

2. Chairman
3. Vice Chairman

SELECTION:

4. Controller

CONSENT AGENDA:

5. Approval of November 30, 2023, Board Meeting Minutes
6. Approval of Claims - Checks Dated 11-22-2023 thru 12-31-2023; and
Checks Dated 1-1-2024 thru 2-7-2024

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:

7. Board and Committee Reports:
 - Chair
 - Executive Director
 - Citizens Advisory Committee

NEW BUSINESS:

8. Resolution 24-1, Agreement for Legal Services Retainer Fee, William L. Touchette, Attorney at Law
9. Resolution 24-2, Transfer of Funds
10. Resolution 24-3, Green Wave Electronics, Electronic Recycling Contractor, 1st Year Option
11. Resolution 24-4, Liberty Tire Recycling, Tire Recycling Contractor, 1st Year Option
12. Resolution 24-5, PBS Enterprises, Leaf VAC Collection Unincorporated Areas Contractor, 2nd Year Option
13. Resolution 24-6, Tradebe Environmental Services, Household Hazardous Waste Contractor, 1st Year Option
14. Resolution 24-7, Republic Services, Leaf Drop Off Program Contractor, 2nd Year Option
15. Resolution 24-8, Consideration for Increasing the Capital Asset Threshold

ANNOUNCEMENTS:

16. The next Citizens Advisory Committee (CAC) meeting is scheduled for Thursday, March 14, 2024, at 6:00 p.m. at the District office.
17. The next Solid Waste Board meeting is scheduled for Thursday, March 21, 2024, at 6:00 pm. at the District office.

**AMENDED BY – LAWS OF THE
LAKE COUNTY SOLID WASTE MANAGEMENT DISTRICT BOARD OF DIRECTORS**

ARTICLE I – OFFICES

- 1.** The principal office of Lake County Solid Waste Management District in the State of Indiana shall be located at 8695 Broadway, Merrillville, IN 46410.

ARTICLE II – GENERAL PROVISIONS

2. REGULAR BI-MONTHLY MEETINGS

Regular bi-monthly meetings of the Board shall be held on the third (3rd) Thursday every other month at 6:00 p.m., or at such other day and time as may be decided by the Board, for the purpose of transacting such business as may come before the meeting.

The Citizens Advisory Committee (CAC) shall meet on the second (2nd) Thursday every other month at 6:00 p.m.

3. SPECIAL MEETINGS

Special meetings of the Board, for any purpose or purposes prescribed by statute, may be called by the Chairperson or shall be called by the Chairperson at the request of not less than fifty-one percent (51%) of all the membership of the Board.

4. PLACE OF MEETINGS

The place for any regular meeting or special meeting called by the Board, shall be at Lake County Solid Waste Management District, 8695 Broadway, Merrillville, IN.

5. NOTICE OF MEETINGS

Notice of all meetings shall be pursuant to I.C. 13-21-5-2, I.C. 13-21-5-7 and I.C. 5-14-1.5-1 et seq., as applicable.

6. QUORUM

The Board consists of 27 members. At any meeting of the Board, fifty-one percent (51%) of the total member of the Board entitled to vote shall constitute a quorum. If less than said number of members are represented at a meeting, a majority of the members so represented may adjourn the meeting from time to time without further notice. At such adjourned meeting at which a quorum shall be present or represented, any business may be transacted which might have been transacted at the meeting as originally notified. The members present at a duly organized meeting may continue to transact business until adjournment, notwithstanding the withdrawal of enough members to leave less than a quorum.

7. PROXIES

Proxies shall be allowed as provided for by I.C. 13-21-1-1 et seq., or such other subsequently passed applicable statute.

8. VOTING

Each member entitled to vote in accordance with the terms and provision of the applicable statute and these by-laws shall be entitled to one vote.

A majority of the voting members of the Board shall be required for the passage of any motion made during a meeting or hearing. A minimum of eleven (11) affirmative votes shall be necessary for passage of a motion.

9. ROBERT'S RULES OF ORDER

Where applicable and where not superseded by statute, Robert's Rules of Order shall apply.

10. CONSTRUCTION

These by-laws shall incorporate where applicable and be construed to be consistent with I.C. 13-21-1-1, or any subsequently passed applicable statute.

ARTICLE III – BOARD OF DIRECTORS

11. GENERAL POWERS

The business and affairs of the Board shall be managed by its Board of Directors. The Directors shall in all cases act as a Board, and they may adopt such rules and regulations for the conduct of their meeting and the management of the District, as they may deem proper, not inconsistent with these by-laws and the laws of this State.

12. NUMBER, TENURE AND QUALIFICATIONS

The number of directors of the Board shall be pursuant to I.C. 13-21-3-5-(d), and shall be as follows:

1. One (1) member appointed by the county executive from its membership.
2. Two (2) members appointed from the county fiscal body appointed from its membership.
3. The executive of each second or third class city.
4. One (1) member of the legislative body of each town appointed by the legislative body.
5. One (1) member of the legislative body of the municipality with the largest population in the county appointed by the legislative body of that municipality.
6. If a local government unit in the county has an operating final disposal facility located within the unit's jurisdiction, one (1) member of the unit's board of public works appointed by the board of public works.

The term of office of a member of the Board of Directors who is appointed from the membership of an executive, legislative or fiscal body is coextensive with the member's term of office on that body. All Board members serve at the pleasure of the appointing authority.

13. OTHER COMMITTEES

The Board, by resolution, may designate from among its members any committee of its choosing, each consisting of three (3) or more directors. Each such committee shall serve at the pleasure of the Board.

14. ADVISORY COMMITTEE

The Citizens Advisory Committee (CAC) shall be established by resolution passed by the Board of Directors. All members of the CAC must be residents of Lake County, Indiana. The initial establishing of the CAC must specify the term of the members and the purpose of the CAC. The CAC shall:

- a) Study the subjects and problems specified by the Board and recommend to the Board additional problems in need of study and discussion.
- b) If invited by the Board to do so, participate, without the right to vote, in the deliberation of the Board.
- c) Choose to study and report on matters not specified by the Board if the CAC determines a study is warranted.

The CAC shall report only to the Board and shall make inquiries and reports on the subject and the problems that either are specified by the Board or are such other matters that the CAC determines is warranted.

The CAC shall follow the procedures, fulfill its duties and exercise those powers delegated to it under I.C. 13-21-3-11 and all other currently applicable or subsequently enacted applicable statutes.

All other terms and conditions of the CAC shall be done by resolution as passed by the Board unless such power has been delegated by the Board to the CAC.

ARTICLE IV – OFFICERS

15. NUMBER

In accordance with Indiana Code 13-21-3-9 the board shall select a Chairperson and Vice Chairperson from the board membership and a Controller who is not a member of the board. The Controller shall serve until the board removes them from the position, their resignation, their death, or are unable to serve for any other reason. The Board may select other officers and assistant officers as may be deemed necessary.

16. CHAIRPERSON and VICE CHAIRPERSON ELECTION AND TERM OF OFFICE

The term of office of the Chairperson and Vice Chairperson shall be one (1) year from January 1st to December 31st. However, the Chairperson and the Vice Chairperson shall hold office until their successor shall have been duly elected and shall have qualified or until their death or until they shall resign or shall have been removed in the manner hereinafter provided.

17. REMOVAL

Any officer or agent selected by the directors may be removed by the directors whenever in their judgment the best interest of the Board would be served thereby, but such removal shall be without prejudice to the contract right, if any, of the person so removed.

18. VACANCIES

A vacancy in any office because of death, resignation, removal, disqualification or otherwise, may be filled by the directors for the unexpired portion of the term.

19. CHAIRPERSON

The Chairperson shall be the principal executive officer of the Board, shall be subject to the control of the directors, and shall in general supervise and control all of the business and affairs of the Board. The Chairperson shall, when present, preside at all meetings of the Board of Directors. The Chairperson may sign, with the Controller or any other proper officer of the Board thereunto authorized by the Board, any documents, or other instruments which the Board has authorized to be executed, except in cases where the signing and execution thereof shall be expressly delegated by the Board, by statute, by these by-laws to some other officer or agent of the Board, or shall be required by law to be otherwise signed or executed; and in general shall perform all duties incident to the office of Chairperson and such other duties as may be prescribed by the Directors from time to time.

20. VICE CHAIRPERSON

In the absence of the Chairperson or in the event of the Chairperson's death, inability, or refusal to act, the Vice Chairperson shall all have the powers of and be subject to all the restrictions upon the Chairperson. The Vice Chairperson shall perform such other duties as from time to time assigned by the Chairperson or by the Board.

21. CONTROLLER

The Controller shall give a bond for the faithful discharge of its duties in such sum and with such surety or sureties as the directors shall determine. The Controller shall be the official custodian of all District funds, be responsible to the Board for the fiscal management of the District, be responsible for the proper safeguarding and accounting of the District's funds, issue warrants approved by the Board after a proper itemized and verified claim has been presented to the Board on a claim docket, make financial reports of District funds and present the reports to the Board for the Board's approval, prepare the District's annual budget, and perform any other duties prescribed by the Board and consistent with the chapter.

ARTICLE V – CONTRACTS, CHECKS AND DEPOSITS**22. CONTRACTS**

The Board may authorize any officer or officers, agent, or agents, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Board, and such authority may be general or confined to specific instances, where such authority has not otherwise been designated by statute.

23. CHECKS, DRAFTS, ETC.

All checks, drafts, or other orders for the payment of money, notes or other evidences of indebtedness issued in the name of the Lake County Solid Waste Management District Fund (FUND) shall be signed by the Controller.

24. DEPOSITS

All funds of the District not otherwise employed shall be deposited from time to time to the credit of the Fund in such banks, trust companies or other depositories as the Controller may select.

25. SURETY

The Controller shall file an individual surety bond or revision of an existing bond in a sufficient amount determined under I.C. 5-4-1-18 or subsequently enacted applicable statute to reflect the liability associated with the handling of the District's funds.

ARTICLE VI – AMENDMENTS

These by-laws may be altered, amended, or repealed and new by-laws may be adopted by a vote of the Board at any meeting or hearing when the proposed amendment has been set out in the notice of such meeting. The amendment shall pass upon two-thirds (2/3) affirmative votes of the membership.

**LAKE COUNTY SOLID WASTE
MANAGEMENT DISTRICT**

Chairperson

Vice Chairperson

Controller

Consent Agenda



BOARD MEETING MINUTES
November 30, 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 Jenna Ogrizovich	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		
Hammond: Appointee-Councilmember Dan Spitale	X	
Hammond: Councilmember Bill Emerson	X	
Highland: Councilmember Tom Black	X	
Hobart: Appointee-Councilmember Dan Waldrop		
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		
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 17 members.

CONSENT AGENDA:

1. Approval of September 21, 2023, Board Meeting Minutes

MOTION to approve September 21, 2023, Board Meeting Minutes by Councilmember Michniewicz, second by Councilmember Cid.

Motion passes by unanimous voice vote.

2. Approval of Claims #23-462 through #23-572

MOTION to approve claims by Councilmember McCain, second by Councilmember Schoon

Motion passes by unanimous voice vote.

PUBLIC COMMENT:

No public comment

OLD BUSINESS:

3. Board and Committee Reports

Chairman's Report- Richard Long

I hope everyone had a wonderful Thanksgiving and hope you have a safe and very merry Christmas.

Executive Director's Report – Jeanette Romano

Please see attached.

Education report-

Our education programs are back up and running after hiring 3 new educators. Educators have been busy developing new programs, traveling to schools, and hosting field trips in the building.

Compost Site report-Troy Taylor

We finish leaf collection tomorrow. We anticipate taking in about 15,000 cubic yards of material each year. Material is put into aerobic piles (windrows) to break down for about a year. When those piles are ready for grinding, they have broken down to about 12,000 cubic yards. After grinding, it goes down to 10,000 cubic yards. After screening that material, we are left with about 7,000 cubic yards. So far this year, we have sold almost \$10,000 in compost. We do not put anything in our compost so that it stays organic.

We also run our tire, electronic, and battery programs out of our compost site.

Councilmember McCain asked about tours. Troy stated that something can be pre-arranged, but we are not an open site.

Councilmember Swallow asked about taking in material from private companies. We do not do that so that we can ensure that our material is organic (leaves only), and we do not end up with material (grass, brush, etc.) that we do not want.

Troy invited board members to give him a call if they would like to come out and see the compost site.

MOTION to approve Director's Report by Councilmember Tulowitzki, second by Councilmember McCain

Motion passes by unanimous voice vote.

MOTION to approve transfer of funds in order to pay off District building by Councilmember McCain, second by Councilmember Cid.

Motion passes by unanimous voice vote.

Legal/Legislative- no report

Citizens Advisory Committee-

Met last week and everything is going smoothly.

Finance/Recycling Grants Committee-no report

NEW BUSINESS:

4. Ordinance 2023-2, Salary Ordinance for Budget Year 2024

MOTION to approve Ordinance 2023-2 by Councilmember Swallow, second by Councilmember McCain

Motion passes by unanimous voice vote.

5. Modification of Agreement between the District and PBS Enterprises

MOTION to approve agreement by Councilmember Tulowitzki, second by Councilmember Spitale

ANNOUNCEMENTS:

The next Citizens Advisory Committee (CAC) meeting is scheduled for Thursday, January 11, 2024, at 6:00 pm at the District Office.

The next Solid Waste Board meeting is scheduled for Thursday, January 18, 2024, 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)

- **District Building Loan**

- Staff reviewed the budget with John Petalas this week and we are in good shape. The District requested a Payoff Statement from Peoples Bank on the building, and the payoff is \$364,427.93 until December 8, 2023. After discussing financials with John and staff, it would be smart business sense to pay the building loan off; which we have the capability to do. **Tonight, I respectfully request a motion to approve paying off the building loan to Peoples Bank in the amount of \$364,427.93 before December 8, 2023.

- **Composting Operations - Compost Facility & Leaf Programs**

- Leaf VAC and Leaf Drop Off Programs began on 10-23-23.
- This year there was a change in the VAC collection the program changed from 5 weeks to 6-weeks. Working with PBS Enterprises, the District's contractor, an every other week schedule (instead of an every week collection) and routes were developed. The areas the District provides VAC service to received 3 collections during the program. This schedule went well. The exception to this is usually in week 4 of the collection program when the majority of leaves fall and additional efforts by PBS is put forth to collect leaves. This year we did not receive as many calls from angry, threatening residents as last year. PBS Enterprises provided GREAT customer service to the residents in the unincorporated areas this year as in years past. Even their dedicated phone is answered by their assistant on weekends, answering residents' questions. The VAC collection ends tomorrow, 12-1-23. Tonight, on the agenda is a modification of the Agreement between the District and PBS Enterprises that addresses the change in the length of the program and compensation. **Tonight, I respectfully request a motion to approve the Modification Agreement between the District and PBS Enterprises, LLC that is before you tonight under New Business.
- The Team will meet with the PBS Enterprises and review the 2023 VAC collection program in the next few weeks.
- Staff is considering moving the VAC collection to begin one week later next year. Consideration is also being made to have the Leaf Drop Off begin one week prior to the VAC program and end one week later.
- The Leaf Drop Off program has been extended for one additional week to 12-7-23 to further accommodate unincorporated residents.
- Remember....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.

- **Environmental Education Center and Education Staff Update -**

- The area is completed; please take a moment to walk through the Center. The community open house will be held when the time is appropriate.

- Staff has hired one Educator and an Education Intern. Education Team has provided programs to various schools in Lake County as well as created new environmental education programs. (show education report)
- Meet Environmental Education and Outreach Coordinator - Laura Javorka. Laura comes to the District with experience in developing and leading environmental hands-on education programs for all ages. Laura has a Master's degree in Environmental Education. She has experience working at Brookfield and Lincoln Park Zoo's as well as other nature centers. Laura is a dedicated team member passionate about educating children and the community about actions they can take to save our planet. Please welcome Laura.
- Meet our Education Intern Elizabeth Barnes. Ellie has a Bachelor of Science degree and a Master of Arts degree. Throughout her career, Ellie has taken on various professional opportunities and because of this Ellie has had opportunities to present to many age levels, including adults. Recently, Ellie was a paraprofessional/Instructional Assistant for the Crown Point Schools instructing students individually and in small groups, and also worked for the Crown Point Library where she presented programs. Ellie has a passion for science and environmental responsibility.
- Ellie will become an employee of the District on January 1, 2024, as part of the 2024 Budget. Her title will be Environmental Education and Outreach Coordinator. Please welcome Ellie.

- **Boyce Fund Accounting Programs -**
 - Kiera has worked diligently to input 2023 claim data into the Keystone system. The process is going well due to Kiera's dedication. Kiera will be responsible for all aspects of accounting when John Petalas retires at the end of December.
 - **Administrative Report**
 - Staff has hired Dora Mantis for the Office Administrator's position. Dora's first day of employment is Monday, December 4th. Dora will be a great addition to the District Team and you will be able to meet her at the January Board meeting.
 - Staff will be reviewing the Driver/Operator resumes in hopes of having the position filled and ready to start on January 1, 2024.

OCT - NOV 2023 EDUCATION REPORT

Number of Students Taught

MONTH	COUNT
October	N/A
November	819

Hours Spent Teaching

MONTH	COUNT
October	N/A
November	110

ReUZ Room Distributions

MONTH	COUNT
October	Closed
Halloween Swap Shop	35 families
November	151.5 lbs

Enviromobile

Field Trips

0 2 4 6 8 10 12

Program Changes

Enviromobile: Previously there were 9 program options with only one offering for Pre-K through 1st grade. We now offer 15 total programs with equal offerings across grade levels.

Field Trips: Added 4 additional field trip program offerings.

Locations of Schools Serviced this month:

- Hobart
- Lowell
- East Chicago
- Dyer
- Merrillville
- Whiting
- Crown Point/Winfield
- Lake Station
- Munster
- Griffith

Special Announcements:

- Our philosophy: We love teaching and strive to make our programs fun, engaging, and impactful for our students!
- Scheduled collaboration meeting with Lake County Parks and Lake County Soil & Water Conservation District January 4th.
- Electronic surveys are sent after every program and responses are starting to come in.
- We are looking for wine corks for an upcoming ReUZ Room project if you would like to donate.

Check Register

Bank Range 0 Thru 99

All Records

Check Date From 11/22/2023 Thru 12/31/2023

Date : 02/09/2024 03:03:48 PM
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BANK	CHECK #	DATE	PAYEE	AMOUNT	COUNT
2	8011	12/20/2023	119 AFLAC	274.02 Printed	1
1	10987	11/22/2023	1 Payroll Fund	13385.02 Printed	1
1	10988	11/22/2023	29 Principal Life	669.21 Printed	1
1	10989	11/22/2023	57 A. E Boyce	40.38 Printed	1
1	10990	11/22/2023	16 Pulse Technology	105.17 Printed	1
1	10991	11/22/2023	3 Staff Source	675.00 Printed	1
1	10992	11/22/2023	31 John Petalas	1973.50 Printed	1
1	10993	11/22/2023	115 Elizabeth Barnes	1000.00 Printed	1
1	10994	11/22/2023	30 Green Wave Electronics	1898.08 Printed	1
1	10995	11/22/2023	114 PBS Enterprises	42032.85 Printed	1
1	10996	11/22/2023	70 Chicago Tribune	1830.00 Printed	1
1	10997	11/22/2023	32 Merrillville Conservancy District	165.40 Printed	1
1	12001	12/01/2023	3 Staff Source	720.00 Printed	1
1	12002	12/01/2023	115 Elizabeth Barnes	600.00 Printed	1
1	12003	12/01/2023	25 Barnes & Thornburg	5000.00 Printed	1
1	12004	12/01/2023	6 Republic Services	3171.62 Printed	1
1	12005	12/01/2023	114 PBS Enterprises	35032.10 Printed	1
1	12006	12/01/2023	22 Trust Tech	216.00 Printed	1
1	12007	12/01/2023	10 Homewood Disposal	113.00 Printed	1
1	12008	12/01/2023	9 Capital One Trade Credit	115.17 Printed	1
1	12009	12/01/2023	11 Cardmember Services	1574.16 Printed	1
1	12010	12/05/2023	1 Payroll Fund	16289.58 Printed	1
1	12011	12/04/2023	24 Peoples Bank	364427.93 Printed	1
1	12012	12/04/2023	15 Anthem Blue Cross Blue Shield	4336.61 Printed	1
1	12013	12/04/2023	3 Staff Source	540.00 Printed	1
1	12014	12/04/2023	74 Tradebe	20268.25 Printed	1
1	12015	12/04/2023	27 Liberty Tire	1710.00 Printed	1
1	12016	12/04/2023	114 PBS Enterprises	33598.56 Printed	1
1	12017	12/04/2023	55 Print Pro	670.57 Printed	1
1	12018	12/04/2023	7 Indiana American Water	213.17 Printed	1
1	12019	12/04/2023	66 Working Well	204.00 Printed	1
1	12020	12/04/2023	33 Hinckley Springs	30.51 Printed	1
1	12021	12/04/2023	12 americaneagle.com	105.00 Printed	1
1	12022	12/04/2023	19 West Side Tractor Sales	839.50 Printed	1
1	12023	12/04/2023	34 Rhodes Plumbing	657.00 Printed	1
1	12024	12/04/2023	48 Mavis Tire Supply	103.48 Printed	1
1	12025	12/04/2023	75 IN.gov	15.00 Printed	1
1	12026	12/05/2023	115 Elizabeth Barnes	1000.00 Printed	1
1	12027	12/13/2023	3 Staff Source	900.00 Printed	1
1	12028	12/13/2023	4 Don's Snow Removal	175.00 Printed	1
1	12029	12/13/2023	115 Elizabeth Barnes	1000.00 Printed	1
1	12030	12/13/2023	74 Tradebe	20925.65 Printed	1
1	12031	12/13/2023	30 Green Wave Electronics	3627.28 Printed	1
1	12032	12/13/2023	6 Republic Services	1330.50 Printed	1
1	12033	12/13/2023	17 Lake County Farm Bureau Co-op	30.42 Printed	1
1	12034	12/13/2023	55 Print Pro	69.80 Printed	1
1	12035	12/13/2023	18 NIPSCO	1306.67 Printed	1
1	12036	12/13/2023	8 Comcast	498.33 Printed	1
1	12037	12/13/2023	16 Pulse Technology	286.46 Printed	1
1	12038	12/13/2023	47 Pitney Bowes	129.96 Printed	1
1	12039	12/13/2023	22 Trust Tech	2475.00 Printed	1
1	12040	12/13/2023	20 Service Sanitation	354.95 Printed	1

Check Register

Date : 02/09/2024 03:03:48 PM
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BANK	CHECK #	DATE	PAYEE	AMOUNT	COUNT
1	12041	12/13/2023	14 Phil and Son, Inc.	109.40 Printed	1
1	12042	12/13/2023	117 Fulget Cleaning Company LLC	850.00 Printed	1
1	12043	12/13/2023	28 SWANA	245.00 Printed	1
1	12044	12/13/2023	5 Emerge Knowledge Design	3709.00 Printed	1
1	12045	12/19/2023	29 Principal Life	545.68 Printed	1
1	12046	12/19/2023	115 Elizabeth Barnes	925.00 Printed	1
1	12047	12/19/2023	4 Don's Snow Removal	125.00 Printed	1
1	12048	12/19/2023	118 Terrence J. Bronowski	780.00 Printed	1
1	12049	12/19/2023	31 John Petalas	1973.50 Printed	1
1	12050	12/19/2023	3 Staff Source	810.00 Printed	1
1	12051	12/19/2023	30 Green Wave Electronics	1712.89 Printed	1
1	12052	12/19/2023	71 Cedar Lake Storage	375.00 Printed	1
1	12053	12/19/2023	70 Chicago Tribune	1660.00 Printed	1
1	12054	12/19/2023	26 Waste Management	64.95 Printed	1
1	12055	12/20/2023	1 Payroll Fund	18267.49 Printed	1
1	12056	12/28/2023	109 TIB Office	4799.00 Printed	1
1	12057	12/28/2023	120 Strictly Neon	2680.00 Printed	1
1	12058	12/28/2023	3 Staff Source	540.00 Printed	1
1	12059	12/28/2023	40 Americlean	807.21 Printed	1
1	12060	12/28/2023	51 William Touchette	3750.00 Printed	1
1	12061	12/28/2023	115 Elizabeth Barnes	1000.00 Printed	1
1	12062	12/28/2023	25 Barnes & Thornburg	5000.00 Printed	1
1	12063	12/28/2023	30 Green Wave Electronics	3317.55 Printed	1
1	12064	12/28/2023	33 Hinckley Springs	46.99 Printed	1
1	12065	12/28/2023	10 Homewood Disposal	113.00 Printed	1
1	12066	12/28/2023	11 Cardmember Services	2181.43 Printed	1
1	o538	12/08/2023	1 Payroll Fund	16289.58 Printed	1
1	o539	12/08/2023	116 Net Wages	9787.10 Printed	1
1	o585	12/22/2023	1 Payroll Fund	18257.91 Printed	1
1	o586	12/22/2023	116 Net Wages	11041.94 Printed	1
1	o587	12/08/2023	116 Net Wages	9787.10 Printed	1
1	o589	12/22/2023	1 Payroll Fund	18267.49 Printed	1
1	o590	12/22/2023	116 Net Wages	11129.08 Printed	1

Check Register

Date : 02/09/2024 03:04:50 PM

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Bank Range 0 Thru 99

All Records

Check Date From 01/01/2024 Thru 02/07/2024

BANK	CHECK #	DATE	PAYEE	AMOUNT	COUNT
2	8012	01/10/2024	119 AFLAC	274.02 Printed	1
2	8015	01/31/2024	119 AFLAC	274.02 Printed	1
1	12067	01/04/2024	1 Payroll Fund	18219.69 Printed	1
1	12068	01/10/2024	3 Staff Source	315.00 Printed	1
1	12069	01/10/2024	3 Staff Source	900.00 Printed	1
1	12070	01/10/2024	4 Don's Snow Removal	425.00 Printed	1
1	12071	01/10/2024	27 Liberty Tire	3420.00 Printed	1
1	12072	01/10/2024	30 Green Wave Electronics	2514.50 Printed	1
1	12073	01/10/2024	6 Republic Services	1710.00 Printed	1
1	12074	01/10/2024	17 Lake County Farm Bureau Co-op	1294.50 Printed	1
1	12075	01/10/2024	38 Wright Insurance Agency	1050.00 Printed	1
1	12076	01/10/2024	7 Indiana American Water	228.61 Printed	1
1	12077	01/10/2024	8 Comcast	437.54 Printed	1
1	12078	01/10/2024	20 Service Sanitation	50.00 Printed	1
1	12079	01/10/2024	117 Fulget Cleaning Company LLC	800.00 Printed	1
1	12080	01/10/2024	66 Working Well	408.00 Printed	1
1	12081	01/10/2024	22 Trust Tech	2660.00 Printed	1
1	12082	01/10/2024	57 A. E Boyce	4714.00 Printed	1
1	12083	01/10/2024	14 Phil and Son, Inc.	244.40 Printed	1
1	12084	01/10/2024	12 americaneagle.com	105.00 Printed	1
1	12085	01/10/2024	23 Indiana Chamber	17.99 Printed	1
1	12086	01/10/2024	24 Peoples Bank	180000.00 Printed	1
1	12087	01/17/2024	1 Payroll Fund	23900.17 Printed	1
1	12088	01/17/2024	30 Green Wave Electronics	1573.71 Printed	1
1	12089	01/17/2024	18 NIPSCO	1516.47 Printed	1
1	12090	01/17/2024	71 Cedar Lake Storage	375.00 Printed	1
1	12091	01/17/2024	14 Phil and Son, Inc.	65.00 Printed	1
1	12092	01/17/2024	16 Pulse Technology	83.05 Printed	1
1	12093	01/24/2024	4 Don's Snow Removal	1825.00 Printed	1
1	12094	01/24/2024	34 Rhodes Plumbing	5445.00 Printed	1
1	12095	01/24/2024	32 Merrillville Conservancy District	169.15 Printed	1
1	12096	01/24/2024	15 Anthem Blue Cross Blue Shield	8459.54 Printed	1
1	12097	01/24/2024	29 Principal Life	774.57 Printed	1
1	12098	01/24/2024	33 Hinckley Springs	67.48 Printed	1
1	12099	01/31/2024	1 Payroll Fund	23884.88 Printed	1
1	12100	01/31/2024	25 Barnes & Thornburg	5000.00 Printed	1
1	12101	01/31/2024	30 Green Wave Electronics	1697.64 Printed	1
1	12102	01/31/2024	41 McCann Industries	490.22 Printed	1
1	12103	01/31/2024	55 Print Pro	69.80 Printed	1
1	12104	01/31/2024	39 Pampalone Insurance	3162.00 Printed	1
1	12105	01/31/2024	11 Cardmember Services	1176.61 Printed	1
1	12106	01/31/2024	12 americaneagle.com	105.00 Printed	1
1	12107	01/31/2024	4 Don's Snow Removal	2295.00 Printed	1
1	12108	01/31/2024	10 Homewood Disposal	201.00 Printed	1
1	12109	01/31/2024	9 Capital One Trade Credit	67.45 Printed	1
1	12110	02/07/2024	15 Anthem Blue Cross Blue Shield	7353.61 Printed	1
1	12111	02/07/2024	22 Trust Tech	680.00 Printed	1
1	12112	02/07/2024	26 Waste Management	64.95 Printed	1
1	12113	02/07/2024	117 Fulget Cleaning Company LLC	1120.00 Printed	1
1	12114	02/07/2024	20 Service Sanitation	247.95 Printed	1
1	12115	02/07/2024	34 Rhodes Plumbing	148.00 Printed	1
1	12116	02/07/2024	121 Master Fire Extinguisher, Inc	548.09 Printed	1

Check Register

Date : 02/09/2024 03:04:51 PM
CHECK_REGISTER.FRX

BANK	CHECK #	DATE	PAYEE	AMOUNT	COUNT
1	12117	02/07/2024	7 Indiana American Water	223.46 Printed	1
1	12118	02/07/2024	66 Working Well	476.00 Printed	1
2	o605	01/04/2024	116 Net Wages	11119.54 Printed	1
1	o626	01/19/2024	1 Payroll Fund	23900.17 Printed	1
1	o627	01/19/2024	116 Net Wages	15096.22 Printed	1
1	o640	02/02/2024	1 Payroll Fund	23884.88 Printed	1
1	o641	02/02/2024	116 Net Wages	14951.57 Printed	1

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6

February 15, 2024

Kiera G. Dagerman
Fiscal Officer

ALLOWANCE OF ACCOUNTS PAYABLE VOUCHERS

Lake County Solid Waste Management District

We have examined the Accounts Payable Vouchers listed on the foregoing Register of Accounts Payable Vouchers consisting of 5 pages and except for accounts payables not allowed as shown on the Register such accounts payables are hereby allowed in the total amount of \$ _____

Dated this 15th day of February

Signatures of Governing Board

New Business



Resolution 2024 - 1
Resolution by the Lake County Solid Waste Management District
Attorney Agreement for 2024

Whereas, the Lake County Solid Waste Management District, hereinafter "District", has the powers and duties enumerated in Indiana Code 13-21-1 et. seq.; and

WHEREAS, the District and William L. Touchette, Attorney at Law, hereinafter "Attorney", entered into an Agreement in 2022; and

WHEREAS, the parties wish to continue the legal services as previously provided by the Attorney in years 2022 and 2023; and

Now, therefore, be it resolved as follows:

The Board hereby (1) approves the attached Attorney Agreement for one-year with 2 1-year options commencing on January 1, 2024, for legal services; and (2) directs that the Chairperson of the Board be, and hereby is, authorized for and on behalf of and in the name of the District to execute such other documents and instruments and take such other actions as may be required to carry out the purpose of this Resolution.

All of which is resolved and adopted this _____ day of _____, 2024, by a vote of _____ in favor and _____ opposed.

Lake County Solid Waste Management District

Attest:

By: _____
Chairperson

Vice-Chairperson

William L. Touchette
Attorney at Law

LEGAL SERVICES RETAINER FEE AGREEMENT FOR 2024, 2025, AND 2026

COMES NOW, **William L. Touchette** (*hereinafter, Attorney*) and the **Lake County Solid Waste Management District (LCSWMD)** located at 8695 Broadway, Merrillville, Lake County, Indiana, by the Chairperson of its Board of Directors (*hereinafter, Client*) and hereby enter the following Agreement:

Throughout the duration of this Agreement:

- A.** Client will need to receive general legal advice and opinions regarding matters that routinely arise in the course of the business affairs of the LCSWMD;
- B.** Client desires to consult with Attorney and obtain appropriate legal services from Attorney regarding general and routine legal matters that may arise; and
- C.** Attorney desires to provide Client with appropriate general and routine legal services including (but not limited to) legal research, legal drafting, Client consultation, attending meetings of the LCSWMD's Board; attending meetings with Client's personnel; and meeting and consulting with others on Client's behalf as circumstances reasonably require.

Attorney and Client agree that Attorney will provide Client with the above described general and routine legal services for an annual retainer of \$15,000.00, which shall be paid by Client to Attorney on a monthly basis at the rate of \$1,250.00 per month. For said retainer Attorney shall provide Client with the above-described legal services based on an average of eight (8) hours per month.

Attorney and Client agree that if Client wants Attorney to provide legal services regarding extraordinary legal matters that may arise in the course of Client's business affairs, then Attorney and Client will enter a separate contractual agreement under which Attorney will provide those extraordinary legal services.

Attorney will not bill Client for any extraordinary legal services without the prior agreement and consent of Client.

This Agreement shall be in effect from 1-1-2024 through 12-31-2024.

This Agreement shall automatically renew for 1-1-2025 through 12-31-2025, and renew again for 1-1-2026 through 12-31-2026 unless prior to the end of 2025 or 2026 one of the parties gives notice to the other that this Agreement shall not be renewed.

Either party may terminate this Agreement upon two (2) months written notice to the other party.

Legal Services Retainer Agreement for 2024, 2025, and 2026

SIGNED AND DATED THIS _____ DAY OF _____, 2024.

Chairperson
Lake County Solid Waste Management District
8695 Broadway
Merrillville, IN 46410

WILLIAM L. TOUCHETTE
Attorney at Law



RESOLUTION 2024-2

A RESOLUTION FOR THE TRANSFER OF FUNDS FOR THE YEAR 2024

WHEREAS, the Lake County Solid Waste Management District, Lake County, Indiana now finds that need exists for the use and expenditure of money to carry on necessary Solid Waste District functions during the current year, the amounts of which are in excess of the amount appropriated for the item in the regularly published budget; and

WHEREAS, there are sufficient funds which are available for transfer.

NOW, THEREFORE, BE IT RESOLVED, BY THE Lake County Solid Waste Management District of Lake County, Indiana that a transfer of funds be made as follows:

GENERAL FUND

FROM:	241	Education	\$27,004.00
TO:	113	Assistant Director	\$10,000.00
	115	Office Administrator	7,000.00
	126	Environmental Education & Outreach Coordinator	4.00
	124	Environmental Education & Outreach Coordinator	<u>10,000.00</u>
			TOTAL - \$27,004.00
FROM:	305	Special Waste	\$15,250.00
TO:	118	Driver Operator	\$7,000.00
	120	Driver Operator	<u>8,250.00</u>
			TOTAL - \$15,250.00

TOTAL TRANSFER - \$42,254.00

RESOLVED AND ADOPTED this _____ day of _____, 2024 by a vote of _____ in favor and _____ opposed.

LAKE COUNTY SOLID WASTE
MANAGEMENT DISTRICT
LAKE COUNTY, INDIANA

ATTEST:

Chairman

Controller



Resolution 2024- 3

Resolution by the Lake County Solid Waste Management District Exercising The First 1-Year Option of the Agreement for the District Collection, Processing, and Recycling of Electronic Waste Program 2024

WHEREAS, the Lake County Solid Waste Management District, hereinafter “District”, and Green Wave Computer Recycling, LLC, hereinafter “Contractor”, executed a 1-year Agreement with 2 1-year options commencing on January 1, 2023, for the operation of the District Collection, Processing, and Recycling of Electronic Waste Program, hereinafter “Program”; and

WHEREAS, the current Agreement between the Contractor and the District provides for the ability for the District to exercise its first option for the extension of the Agreement; and

WHEREAS, based upon the Contractor’s outstanding performance under the current Agreement and the facts outlined herein, District staff recommends such an extension.

.
Now, therefore, be it resolved:

The Board hereby (1) exercises its first option to extend the Agreement dated December 1, 2022, between the Lake County Solid Waste Management District and Green Wave Computer Recycling LLC based on the facts and recommendation provided to the District Board; and (2) that the actions taken to date on behalf of the District with respect to the exercise of this first option of the Agreement and negotiations thereof be, and they are hereby are, ratified and approved and that the Chairperson of the Board be, and hereby is, authorized for and on behalf of and in the name of the District to execute this Resolution, and such other documents and instruments and take such other actions as may be required to carry out the purpose of this Resolution.

.
All of which is resolved and adopted this _____ day of _____ 2024, by a vote of _____ in favor and _____ opposed.

Lake County Solid Waste Management District

Attest:

By: _____
Chairperson

Controller



Resolution 2024-4

Resolution by the Lake County Solid Waste Management District Exercising The First 1-Year Option of the Agreement for the District Tire Transportation and Recycling Program 2024

WHEREAS, the Lake County Solid Waste Management District, hereinafter "District", and Liberty Tire Recycling, hereinafter "Contractor", executed a 1-year Agreement with 2 1-year options commencing on January 1, 2023, for the operation of the District Tire Transportation and Recycling Program, hereinafter "Program"; and

WHEREAS, the current Agreement between the Contractor and the District provides for the ability for the District to exercise its first option for the extension of the Agreement; and

WHEREAS, based upon the Contractor's outstanding performance under the current Agreement and the facts outlined herein, District staff recommends such an extension

Now, therefore, be it resolved:

The Board hereby (1) exercises its first option to extend the Agreement dated December 1, 2022, between the Lake County Solid Waste Management District and Liberty Tire Recycling based on the facts and recommendation provided to the District Board; and (2) that the actions taken to date on behalf of the District with respect to the exercise of this first option of the Agreement and negotiations thereof be, and they are hereby are, ratified and approved and that the Chairperson of the Board be, and hereby is, authorized for and on behalf of and in the name of the District to execute this Resolution, and such other documents and instruments and take such other actions as may be required to carry out the purpose of this Resolution.

All of which is resolved and adopted this _____ day of _____ 2024, by a vote of _____ in favor and _____ opposed.

Lake County Solid Waste Management District

Attest:

By:

Chairperson

Controller



Resolution 2024- 5

Resolution by the Lake County Solid Waste Management District Exercising the Second 1-Year Option of the Agreement for the District Leaf Collection Program 2024

WHEREAS, the Lake County Solid Waste Management District, hereinafter "District", and PBS Enterprises, LLC, hereinafter "Contractor", executed a 1-year Agreement with 2 1-year options on January 20, 2022, for the operation of the District Leaf VAC Collection Program, hereinafter "Program"; and

WHEREAS, the current Agreement and Modification between the Contractor and the District provides for the ability for the District to exercise its second option for the extension of the Agreement; and

WHEREAS, based upon the Contractor's outstanding performance under the current Agreement and Modification, and the facts outlined herein, the District wishes to exercise its second option to extend the Agreement and Modification for the year 2024.

Now, therefore, be it resolved:

The Board hereby (1) exercises its second option to extend the Agreement dated January 20, 2022 between the Lake County Solid Waste Management District and PBS Enterprises, LLC based on the facts and recommendation provided to the District Board; and (2) that the actions taken to date on behalf of the District with respect to the exercise of this second option of the Agreement and Modification, and negotiations thereof be, and they are hereby are, ratified and approved and that the Chairperson of the Board be, and hereby is, authorized for and on behalf of and in the name of the District to execute this Resolution and such other documents and instruments and take such other actions as may be required to carry out the purpose of this Resolution.

All of which is resolved and adopted this _____ day of _____ 2024, by a vote of _____ in favor and _____ opposed.

Lake County Solid Waste Management District

Attest:

By: _____
Chairperson

Controller



Resolution 2024 - 6

Resolution by the Lake County Solid Waste Management District Exercising The First 1-Year Option of the Agreement for the District Household Hazardous Waste Program 2024

WHEREAS, the Lake County Solid Waste Management District, hereinafter "District", and Tradebe Environmental Services, LLC, hereinafter "Contractor", executed a 1-year Agreement with 2 1-year options commencing on January 1, 2023, for the operation of the District Household Hazardous Waste Program, hereinafter "Program"; and

WHEREAS, the current Agreement between the Contractor and the District provides for the ability for the District to exercise its first 1-year option for the extension of the Agreement; and

WHEREAS, based upon the Contractor's outstanding performance under the current Agreement and the facts outlined herein, District staff recommends such an extension.

Now, therefore, be it resolved:

The Board hereby (1) exercises its first 1-year option to extend the Agreement dated December 1, 2022, between the Lake County Solid Waste Management District and Tradebe Environmental Services, LLC based on the facts and recommendation provided to the District Board; and (2) directs that the actions taken to date on behalf of the District with respect to the exercise of this first 1-year option of the Agreement and negotiations thereof be, and they are hereby are, ratified and approved and that the Chairperson of the Board be, and hereby is, authorized for and on behalf of and in the name of the District to execute this Resolution, and such other documents and instruments and take such other actions as may be required to carry out the purpose of this Resolution.

All of which is resolved and adopted this _____ day of _____ 2024, by a vote of _____ in favor and _____ opposed.

Lake County Solid Waste Management District

Attest:

By: _____
Chairperson

Controller



Resolution 2024 - 7

Resolution by the Lake County Solid Waste Management District Exercising The Second 1-Year Option of the Agreement for the Leaf Drop Off Program 2024

WHEREAS, the Lake County Solid Waste Management District, hereinafter “District”, and Republic Services, hereinafter “Contractor”, executed a 1-year Agreement with 2 1-year options commencing on January 1, 2022, for the operation of the District Leaf Drop Off Program, hereinafter “Program”; and

WHEREAS, the current Agreement between the Contractor and the District provides for the ability for the District to exercise its second 1-year option for the extension of the Agreement; and

WHEREAS, based upon the Contractor’s outstanding performance under the current Agreement and the facts outlined herein, District staff recommends such an extension.

Now, therefore, be it resolved:

The Board hereby (1) exercises its second 1-year option to extend the Agreement dated January 1, 2022, between the Lake County Solid Waste Management District and Republic Services, based on the facts and recommendation provided to the District Board; and (2) directs that the actions taken to date on behalf of the District with respect to the exercise of this second 1-year option of the Agreement and negotiations thereof be, and they are hereby are, ratified and approved and that the Chairperson of the Board be, and hereby is, authorized for and on behalf of and in the name of the District to execute this Resolution, and such other documents and instruments and take such other actions as may be required to carry out the purpose of this Resolution.

All of which is resolved and adopted this _____ day of _____ 2024, by a vote of _____ in favor and _____ opposed.

Lake County Solid Waste Management District

Attest:

By: _____
Chairperson

Controller



Resolution 2024 - 8

Resolution by the Lake County Solid Waste Management District Increasing the Capital Assets Threshold Amount

WHEREAS, the Lake County Solid Waste Management District, hereinafter "District", has the powers and duties enumerated in Indiana Code 13-21-1 et. Seq., including but not limited to the acquisition of assets; and

WHEREAS, every governmental unit should establish and maintain an inventory of its assets and establish a Capitalization Policy; and

WHEREAS, said policy should set a dollar amount as a threshold to be used in determining which equipment items will be recorded.

WHEREAS, the District adopted Resolution 2004-2 in the year 2004, setting the Capital Asset threshold amount to \$100.00.

Now, therefore, be it resolved:

The Board hereby finds it in the best interest of the District to adopt the Capitalization Policy as follows:

1. The District should maintain an inventory of its fixed assets.
2. Such inventory should be taken every year for good internal control and for verifying account balances carried in the accounting records as reported to State Board of Accounts.
3. Said inventory should reflect the acquisition value of the fixed assets.
4. Such inventory should be recorded on the applicable General Fixed Asset Account Group Form or other state approved form.
5. \$2,500 is established as the threshold amount to be used in determining which equipment items will be recorded.

All of which is resolved and adopted this _____ day of _____ 2024, by a vote of _____ in favor and _____ opposed.

Lake County Solid Waste Management District

Attest:

By:

Chairperson

Controller

Additional Information

DEC 2023- JAN 2024 EDUCATION REPORT

Locations of Schools Serviced DEC-JAN:

- Schererville
- Lake Station
- Munster
- Highland
- Hammond
- St. John
- Crown Point
- Merrillville
- Gary
- East Chicago
- Griffith

ReUZ Room Distributions

December	786.5 lbs
January	642 lbs

Enviromobile

Field Trips

0 5 10 15 20

Number of Students Taught

December	690
January	597

Hours Spent Teaching

December	49.5
January	39.75

Program Updates

Summer program registration opened February 1st and dates are filling up!
Summer programs are listed on the reverse.

All weather related cancellations in January have been rescheduled.

Summer Programs at Environmental Education Center

Bowling Bonanza!

Compost Exploration.

Edible Landfill * Allergen Warning*.

Art Camp Jr

Art Camp

Paper Crafting

Carter Creek Mystery: An Environmental Disaster.

Cleaner Possibilities: Oil Spill Aftermath

Recycling Carnival

Summer Enviromobile

These 1-hour programs are available for a variety of groups (libraries, day camps, senior centers, etc.).

Kids- ReUz It Craft, Environmental BiNGO, Edible Landfill, Recycled Games

Teens- ReUz Art, Edible Landfill, Environmental Trivia, Environmental Escape Room

Adults- Composting, Environmental BINGO, ReUz It Craft