



Lake Region Solid Waste Authority

Serving Anderson, Coffey, Franklin, Linn, Miami and Osage Counties
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913-256-9569

MINUTES

March 12, 2019 | 9:00 a.m.

County Extension Conference Room | 411 Oak | Garnett, KS

Present:

Anderson Co: Scott Garrett

Coffey Co:

Franklin Co: Peg Pearson, Don Stottlemire, David Lee

Linn Co: Al Doan, Jackie Messer

Miami Co: JR McMahan, Darryl White

Osage Co: Fred Diver, Russell Swanson, Glen Tyson

Lake Region: Charlene Weiss

1. Call to order: JR McMahan, Chairman called meeting to order at 9:02am.
2. Approve Agenda- Motion by Peg P., seconded by Fred D. Motion to approve carried.
3. Approve Minutes – December 11, 2018. Fred D. motioned to approve the minutes, Darryl W. seconded. Motion carried.
4. Financial Report – Charlene presented the budget monitor showing January & February 2019 with a comparison of 2018 income/expense report.

Motion to accept financial report with one correction and place on file for annual review made by Glen T. Don S. seconded. Motion carried.

5. Coordinator Report

- a. Completed 4th quarter 2018 taxes and paid
- b. Completed W-2's & KW-3's for myself and Colleen
- c. Website and FB posts
- d. Annual internal audit paperwork was completed and audit meeting held
- e. Submitted Walmart grant for bike program
- f. Completed Earth Day edition newsletter
- g. Researched W-2 versus 1099 employee with IRS & KDOL
- h. SWMP approval letter received from KDHE. No 2019 review, but 2020 review due January 4, 2020.

6. Old Business

- a. Submitted grant application to Walmart. Can be resubmitted every 90 days

- b. Earth Day edition of newsletter completed and updated school listings for mailing
 - c. Works! Conference is next week. Charlene will be attending
 - d. 2018 budget report changes: Charlene gave each county a revised 2018 budget monitor. QB's reports showed the gross wages instead of the net wages for the salary line item. Those numbers have been adjusted and Charlene will no longer use the payroll in QB's and will just list payroll as a check.
7. New Business
- a. The internal audit meeting was held on February 21, 2019 with Charlene W., Glen T., Todd B., and Scott Garrett. The finances were approved and Charlene will send out the paperwork to the board members.
 - b. Annual Meeting speaker – Charlene hopes to get some ideas from the Works! Conference and has thought of someone that might speak on recycling markets.
 - c. Website – Discussion on important links and how they should be vetted prior to posting, etc.
8. Schedule next meeting – May 16, 2019 in Anderson County with a backup date of May 9, 2019.
9. Adjourn –meeting adjourned 9:57 a.m.