



# Lake Region Solid Waste Authority

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

## MINUTES

December 11, 2018 | 9:00 a.m.  
Osage County Meeting Room | 128 W. 15th | Lyndon, KS

### Present:

Anderson Co: Scott Garrett  
Coffey Co: Jeff Beyer  
Franklin Co: Peg Pearson, Don Stottlemire  
Linn Co:  
Miami Co: JR McMahon, Darryl White  
Osage Co: Fred Diver, Russell Swanson, Glen Tyson  
Lake Region: Charlene Weiss

1. Call to order: JR McMahon, Chairman called meeting to order at 9:00am.
2. Approve Agenda- JR M. proposed adding internal audit to New Business as item 8d. Approved with addition.
3. Approve Minutes – September 11, 2018. Peg P. motioned to approve the minutes, Darryl W. seconded. Motion carried.
4. Financial Report – Charlene presented the budget monitor showing September, October and November expenditures. She had one correction for budget remaining as a negative \$642.17.

Motion to accept financial report with one correction and place on file for annual review made by Fred D. Peg P. seconded. Motion carried.

5. Coordinator Report
  - a. Going over QB's & monthly budgets
  - b. C. Lopez timesheets to review activities
  - c. Website changes, updates & familiarization
  - d. Update LR info for state & federal taxes as well as unemployment & memberships
  - e. Met with accountant to go over payroll. He thought that we have been paying more into unemployment than required. 2019 liability is 0%
  - f. Set up email and changed passwords, etc. as necessary
  - g. Bank account and new signature card was updated & new debit card ordered as well as address change with post office

6. Old Business

- a. Solid Waste Management Plan
  - i. Public hearing notices, BOCC minutes still needed from several counties. Coffey County presented their information at the meeting. Miami and Osage will be conducting their public hearings soon and will get information to Charlene
  - ii. Final 2018 version still had some red ink. One was corrected at the meeting for Franklin County. Still need to see if the map for Linn County needs to be changed. A change was also made to Anderson County's section to only accept #1 Plastics. Coordinator will check with KDHE if the copy they have of the plan is acceptable.
- b. Adopt-a-Bike stats & goals update was given by Don S. He reported that since 2004 our region has sent out 7,500 bikes and returned 4,000 "new" ones. 246 were taken out recently with 70 being brought back. 16 of those went to Coffey County. Besides the microgrant from KCPL, Don has also gotten the following funding: \$1,000 in helmets from Safe Kids, KS; \$200 from the Elks; \$200 from the Eagles; \$200 from Ottawa Chamber of Commerce and \$750 from Over the Road Club to repair the brakes on the truck that transports the bikes.

There was a question regarding bikes for adults and Don S. stated that Ellsworth has discontinued 3-wheel bikes and others that would be best suited for an adult to concentrate on bikes for kids.

## 7. New Business

- a. Coordinator equipment purchase. Charlene purchased a new printer and laptop from Staples when they had a recent sale. The only extra fee was for Zam Repair to clone the hard drive from the old laptop and install it on the new one.
  - b. Old equipment – Charlene reported that there was really nothing wrong with the laptop except being slow and not allowing some needed updates. The printer however, will only print. The Copy and Scan functions could not be made operational.
  - c. Website – Information for the website was included in the Coordinator Report.
  - d. Internal Audit – Needs to be scheduled sometime in January with Anderson, Coffey & Osage counties.
8. Schedule next meeting – March 12, 2019 Anderson County
  9. Adjourn –meeting adjourned 10:05 a.m.