

Kosciusko County Solid Waste Management District  
220 South Union Street  
Warsaw IN, 46580

February Board Meeting Minutes

Date of Meeting: February 24, 2026 @ 11:00 a.m.

---

Present: Sue Ann Mitchell, Bob Conley, Cary Groninger, Jeff Grose, Jerry Frush, Barry Andrew, Scott Reust, Alyssa Schmucker, Tom Ganser, Janelle Meyer, Brianna White (Ink Free)

Absent: Dave Wolkins

- **Call to order:**
  - Bob Conley called the meeting to order.
- **Approval of January 27th, 2026, Board Minutes.**
  - Bob Conley called for a motion to approve the January 27, 2026 board minutes. Jerry Frush motioned for the approval and Cary Groninger seconded the motion. The Board members approved the motion.
- **Claims and Financial Report: Alyssa Schmucker**
  - **Approval of January Claims.**
    - Alyssa reported that all the investments were taken care of. February claims were \$23,412.98 leaving a total cash balance at \$2,079,254.37, and the checking account balance is \$179,254.37. Alyssa said everything is settled and looks good.
    - Alyssa reported that Bob Conley was able to go to Lake City and get the signature card signed. Jeff Grose confirmed he too had signed the signature card at the bank.
    - Alyssa said everything seems to be in order. The auditor's office was working on finishing up the annual report (SB 131) for 2025 that needs to be sent to the state. The auditor's office believes they have everything they need and are just looking it over once more before sending it on.
    - While going through things they noticed the property sold in 2023 to Wawasee Schools has still not been transferred over so it is still showing as a Capital Asset. This issue was also noticed last year and Wawasee Schools was asked to take care of transferring it but apparently hasn't finished the process. If this isn't taken care of in the next 10-15 days the auditor's office will work more closely with Tom Ganser and the School to make sure it happens. Tom says he has been contacting the school

weekly about the issue and they report it is the hands of the school's attorney.

- Barry Andrew asked about the newest CD listed on the financial report. He asked when it started and how long it was scheduled to go. Alyssa reported it started just last week and it is for 90 days. After the 90 days the board will decide whether to invest it again or not.
- Barry Andrew motioned to approve the financial report and Jerry Frush seconded the motion. It was approved by the board.

- **New Business:**

- **Staffing in the Warehouse**

- Warehouse Technician Brian has been out for a week and a half with a broken foot and is on restricted duties for 4 weeks. Scott had torn something in his knee the week before and was out for a few days. This means the back room has been staffed by a skeleton crew. At the recommendation of Bob Conley, Tom reached out to the county to possibly hire someone from community corrections or work release and this was unsuccessful. Tom is going to post a part time position to help cover some of the load. The Board has already approved a part time position to help during the busy summer months and Tom had planned to wait another 60 days, but with the current need he is going to forward with posting the position.
- Barry Andrew asked for more details about why it didn't work with the county work release and community corrections. Tom reported they just didn't have anyone. Tom said he was given one name of a young man and he never returned any calls. This position will be to help lift and load and won't be sorting chemicals. It will be hopefully a 6 month position as the foot traffic will increase during the summer and early fall months.
- This position is already a budgeted position so Tom does not believe he needs any approval to post but wanted to make sure the board is aware of the happenings going on.

- **Old Business:**

- **Starting to schedule town cleanups**

- Tom sent another reminder out to the clerk treasurers about what we are offering to do for them. It also included the dates of our special events for Tires and Shredding this year. Milford has already reached out to set up an event. They are going to make use of both a trash and a recycling bin as well as our electronic collection bins. Just waiting for more of the towns to start reaching out. This is all new for everyone and it will take some time to work it in to schedules.

- Tom talked about the signage that will be put on the bins. They are split in sections and can be put on each tote or put all together. Tom will send the artwork in an email for the board to see.

- **Reports:**

- **Education and Outreach Report**

- Janelle reported a lot of the same going on. We did hear from IDEM about the tire waste grant. They reported that they haven't officially announced anything but do believe Kosciusko will be one of the recipients. They will be sending out the next step in the next week or two.
- This year's special events have all been set so Janelle will be working on getting those dates pushed out to the community. They are currently listed on the website but will also be pushed out on social media and on community calendars.
- Met with the CWP committee of educators focused on keeping water clean. This committee brought in the host of KCouny Events and they talked about how to encourage people to attend events. The committee also talked about the different Earth Day events going on and we were invited to participate with a vermicomposting booth.
- Cary Groninger asked to talk about the sign on the bins. He was supporting that it is a great way to let people know who paid to provide them and also share about what we do and how to use our services. He suggested to include smaller signs with the dates of the events.
- Sue Ann Mitchell asked about participating in the Home show coming up in a week. Janelle was aware of it and had talked with Tom about it. Tom added that there have been good years of participation at the show but then there have also been years where the booth was in the back and not really visited. At this time with staffing being short, it doesn't fall on a good time for us to commit to being out of the office for a full day. Sue Ann suggested board members might be willing to sit at the booth to help.

- **Director's Report**

- Cary Groninger asked if it was included in the grant application where the tires would be collected and if that was all at the KC Recycling Depot or if it was out at the community cleanups. Tom Ganser answered stating that it would be here at the Depot. Tom discussed how Liberty Tire, who does our tire collection, has suggested leaving a trailer here at the Depot to collect tires all the time. Liberty Tire also suggested taking a week of accepting large tires such as tractor or semi tires. Tom acknowledges the need but this year we are already set because we need more time to set

up the process for something like that. The biggest complication with taking large tires is having the machinery to move the tires.

- Tom discussed that the board has already approved some pavement in the budget so once the lot is paved we could look at collecting the large tires more closely because the forklift could drive out there. Sue Ann Mitchell asked if this is something can be done this year. Tom replied that after the paving is done it can be looked at again. Bob Conley asked if the forklift needs to be upgraded to be able to be used outside as well. Cary Groninger suggested Tom talk with him before he starts looking for quotes on the paving and he will give him some good contractors to get quotes from.

- **Comments & Announcements**

- None

- **Adjournment**

- With no comments or announcements, Cary Groninger moved to adjourn and Barry Andrew seconded it. Meeting adjourned.

**Next Board Meeting March 24, 2026, at 11:00AM.**