

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

September Board Meeting Minutes

Date of Meeting: November 18, 2025 @ 11:00 a.m.

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Present: Sue Ann Mitchell, Bob Conley, Cary Groninger, Dave Wolkins, Jeff Grose, Ashley McGinnis, Scott Reust, Alyssa Schmucker, Tom Ganser, Janelle Meyer, Brianna White (InkFree)

Absent: Jerry Frush

- **Call to order:**
  - Bob Conley called the meeting to order.
- **Approval of October 21st, 2025, Board Minutes.**
  - Bob Conley called for a motion to approve the October 21, 2025 board minutes. Ashley McGinnis motioned for the approval and Sue Ann Mitchell seconded the motion. The Board members unanimously approved the motion.
- **Claims and Financial Report: Alyssa Schmucker**
  - **Approval of October Claims.**
    - Alyssa reported that in November \$25,015.08 was paid out and the total cash balance is \$1,973,494.35. Alyssa said everything is settled with the exception of a visa bill which had a few questions getting worked through. Bob Conley asked about the questions and Alyssa reported they were not anything major and she believes it will be remedied soon.
    - Alyssa referenced the conflict of interest statement that needs signed by all the board members. She indicated most have already signed it today and the two who haven't yet can sign it at the next meeting. This should resolve all of the questions the audit brought up. Cary Groninger motioned for approval of claims and Sue Ann Mitchell seconded the motion. The motion was approved.
- **New Business:**
  - **Resolution to pay claims 25-11-18-001**
    - Tom Ganser presented resolution 25-11-18-001, a resolution to authorize moving \$250 from the Education account to the Liability, Property and Vehicle Insurance. The surety claim came in and it is a little more this year, so the adjustment is to cover the difference and pay the claim. Cary Groninger motions to approve, Jeff Grose seconded the motion, and it was approved.

### **Tire Recycling grant meeting Wednesday**

- Cary Groninger forwarded an email from IDEM regarding a grant possibility for tire recycling. The state is setting aside \$300,000 for the solid waste districts to apply and receive grants for tire recycling. If the board approves, the grant application needs completed between the middle of December 2025 and the middle of January 2026. We are planning to do 4-5 tire recycling events next year and this grant would help pay at least the costs of recycling the tires. There is a \$10,000 limit for each district and it would be a good start to cover the service. Cary Groninger motion to approve applying for the grant and Ashley McGinnis seconded the motion and it was approved.

### **• Old Business:**

#### **Shred day scheduled for December 2<sup>nd</sup> 12:00 pm-3:00 pm**

- Tom Ganser reminded the board that the next shred event is scheduled for 2 weeks from today on December 2<sup>nd</sup>. He encouraged everyone to let people know we will be here to shred confidential documents from 12:00pm-3:00PM. It was asked if it had been advertised and Tom reported it was on the radio, a press release was sent to Times Union, Ink Free, and News Now. It was also put on the community calendar which is read on WRSW.

### **• Reports:**

#### **Educator Report**

- Janelle reported much of the same is going on. She is going to a couple schools this month and is still reaching out to schools to get on more calendars.
- Social Media posts are still consistently happening, and she wanted to thank people for liking and sharing posts. That is very helpful. Newsletter went out using Mailchimp.
- Looking forward, Janelle would like to put together an infographic/annual report to show the impact of 2025. She asked for input from the board on anything they would like to see included in the report. Going forward would also like input on if there is anything they would like the educator to focus on tracking next year.
- Cary Groninger said he likes to see measurable metrics that show physical proof of what we do. Janelle talked of wanting to make sure the information gets to all of the county and reaches north, south, east and west. With the new temporary drop-offs throughout the county it will be something to track for next year as well. Tom pointed out the statistics in relation to those bins will be how many tons are brought in since there will not be anyone there to get more information.

- Scott Reust is interested in knowing what is being dropped off at the facility. Tom pointed out that people bring in a variety of items. There are also more people coming and bringing in oil and anti-freeze who aren't even tracked because they come after hours. It's hard to track exact numbers of what is brought in because there is such a variety. Tom further pointed out that the number counted for the Reuse Room is only counting those who take paint. People who come in and don't take things or take things that are not paint are not counted. Tom believes the more events we do, the more business we get. We also do not talk about the amount of books that go out.

### **Director's Report**

- Tom is looking at having more shred events next year. At this time he is planning for March, May, July, October, and November. Tom believes this is a service that helps the community and is unique because it is shredded on site which is not done by any other business in our community. It seems to be well received, and people call about it and always show appreciation. The board agrees with those tentative dates.
- It was another stellar month in regard to tonnage coming into the landfill. There was 36,000 tons in October 2025 which lead to more fees coming in. It was approximately \$51,600.
- Finally Tom asked to allow the staff to use vacation or comp time and close the facility on the Friday after Christmas. It is a half day and he would like to give the staff the opportunity to spend more time with family. The board consensus was that is a common practice around the county buildings and they would agree to it here at the Depot as well. Sue Ann Mitchell proposed that it should be a paid day off and the staff should not have to use their personal time to be paid. The board all agreed. Sue Ann Mitchell made the motion to approve the building to be closed and staff given a paid day off. Cary Groninger seconded the motion the board approved.

- **Comments & Announcements**

- None

- **Adjournment**

- Cary Groninger motioned to adjourn and Jeff Grose seconded the motion. Board moved to adjourn.

**Next Board Meeting December 16, 2025, at 11:00AM.**