

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

October Board Meeting Minutes

Date of Meeting: October 21, 2025 @ 11:00 a.m.

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

Absent: Ashley McGinnis

- **Call to order:**
 - Bob Conley called the meeting to order.
- **Approval of September 23rd, 2025, Board Minutes.**
 - Bob Conley called for a motion to approve the September 23, 2025 board minutes. Sue Ann Mitchell motioned for the approval and Jerry Frush seconded the motion. The Board members unanimously approved the motion.
- **Claims and Financial Report: Alyssa Schmucker**
 - Alyssa reported that in October \$28,543.94 was paid out to various vendors and for payroll and the cash balance is \$1,950,400.02. Alyssa reminded the board all this information was in their packet if there are questions. Cary Groninger motioned for approval and Dave Wolkins seconded the motion. The motion was approved.
 - Alyssa notified the board the county council and county commissioners made a local agreement which needs a signature from the (board president) Bob Conley and (the Director) Tom Ganser for the Auditor to serve for another year as Controller for the Kosciusko Solid Waste Management District for the fee of \$10,000. Cary Groninger motioned to approve, Dave Wolkins seconded the motion, and it was approved by the board. Alyssa took the paperwork to Bob and Tom to be signed.
- **New Business:**
 - Tom Ganser presented resolution 25-10-18-001, a resolution to authorize payment of claims. Tom explained the accounts are running short in a few different areas since implementing the various programs this year with the tires and the shredding. The Kosciusko County Solid Waste Management District is asking to transfer \$6,150 from account 300-091 Adult and School Education and transfer \$500 to repairs and maintenance, \$150 to postage, and \$5,500 to recycling services. This

should cover things for the year. Sue Ann Mitchell motions to approve, Dave Wolkins seconded the motion, and it was approved. Tom sent the resolution around for the board to sign.

- **Old Business:**

- Tom Ganser reported that the phone service is up and running. Security service took about a week to get everything back up, running, and connected to the new service. It cost \$500 to get it back up and running.

- **Reports:**

- **Educator Report**

- Janelle reported much of the same is going on. Has attended many schools and is working on reaching back out to school administrators and teachers who showed interest but have not scheduled lessons yet.
- Family Safety in September was a success. The attendees seemed to enjoy helping sort the trash and many commented that they learned something new about what we offer. It was also a good opportunity to connect with some potential partners.
- Newsletter went out using Mailchimp. We used the new email and everything went out fine without the emails bouncing back.
- Our website needs to be updated to be ADA compliant. Tom met with a company and they gave a trial run of code to show how it would work. This has since expired. Tom Ganser added that we have until the middle of next year to get that up and running before we are in violation. Tom is still looking for alternatives and asked the board if they have any recommendations for companies to look at for a price comparison.
- Janelle reviewed the graphs about the shred event. More people attended this 2nd event, even with the rain. The event was also more steady this time. We did not pay for advertising this time, but both the Times Union and InkFree ran press releases for us and that was the most common way people reported to have learned of the event. Some more had seen it on Facebook and many were repeat attenders from the last event. Many flyers were handed out to those who were not familiar with all the Depot has to offer.

- **Director's Report**

- Tom is looking at December 2nd for the next shred event and asked the board if they support this. Cary Groninger asked about the cost for these events and Tom reported \$1,500. Tom commented on how many people want to see their documents shredded on the spot. This seems like a reasonable price. Cary Groninger motioned to approve the next

event be scheduled for Dec. 2nd and Jerry Frush seconded the motion. Motion was approved.

- According to the employee handbook if there is vacation time still available at the end of the year it needs to be requested to have it roll over. Employee Scott Stanley has requested to roll over 30 vacation hours. His anniversary is November 11th and he has some medical appointments coming up later that month and he would like to use his vacation time to cover those appointments. Bob Conley believes it would be good to show appreciation to employees by working with them on things like this. Tom believes an addition to the handbook would be good for the future. For now, Tom is asking the board to approve the 30 hours to be rolled over to be used before May 1st of 2026. Cary Groninger agrees that a time limit on when the time needs to be used would be good. Cary Groninger motioned to approve the request, Jerry Frush seconded the motion, and it was approved.
- Numbers for September were good. There was a strong response to being able to take the Freon items. Numbers of paint taken from the reuse room is down, but only because the supply has been down.
- Tom reported a call from GFL this week looking to set up an appointment to talk.
- Robinson Construction came out and looked at the back door which was approved to be fixed this year, and their estimate is that it will easily be able to be replaced before the end of the year.
- **Comments & Announcements**
 - Bob Conley brought up that the state board of accounts recommended we look into conflict of interest statement and have a form signed. Alyssa Schmucker reported that she will have it ready to be signed at the next board meeting.
 - Scott Reust wanted to commend Tom for the events held this year. He feels they have been a good asset to the community at a relatively low cost. These events generate more business as well by highlighting what services the depot offers. Jeff Grose also expressed gratitude for using the funds to offer the community more services.
 - Cary Groninger asked if there are any other services we have thought about offering. Tom expressed that we are really pushing to encourage the proper disposal of Freon bearing appliances.
 - Jeff Grose was asking if we get any calls from the town about appliances left on the side of the road. Tom talked about some TVs coming in with

stickers on them telling them where to take the items. This is a good idea, but it takes the garbage truck operators to take the time to use the stickers. Kosciusko County Solid Waste Management District will work on getting stickers out.

- **Adjournment**

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

Next Board Meeting November 18, 2025, at 11:00AM.