



300 E. Locust Street, Ste. 100  
Des Moines, Iowa 50309  
515-244-0021

MEMORANDUM

**DATE:** July 14, 2020

**TO:** MWA Board Members

**CC:** MWA Staff

**FROM:** Michael McCoy, Executive Director

**RE:** Wednesday, July 15, 2020 Board Meeting

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This month's board meeting is scheduled for Wednesday, July 15, 2020 at 5:45 pm in the Board Room at Central Office (300 East Locust Street, Ste. 100, Des Moines, Iowa). If you have questions about any items listed below, please call me at 323-6535 (w) or 707-3869 (c). I look forward to seeing you on Wednesday.



**Board of Directors  
2020 Calendar Year**

**Mark Holm  
Chair**

**Ron Pogge  
Vice-Chair**

Dean O'Connor  
Altoona

Mark Holm  
Ankeny

Wes Enos  
Bondurant

John Edwards  
Clive

Joe Gatto  
Des Moines

Steve Allen  
Elkhart

David Gisch  
Grimes

Tom Cope  
Johnston

Bill Roberts  
Mitchellville

Ed Kuhl  
Norwalk

Dean Cooper  
Pleasant Hill

Rob Sarchet  
Polk City

Tom Hockensmith  
Polk County

Gerald Lane  
Runnells

Ron Pogge  
Urbandale

Steve Gaer  
West Des Moines

Threase Harms  
Windsor Heights

**Michael McCoy  
Executive Director**

**Metro Waste Authority  
Board Meeting  
July 15, 2020**

MWA Central Office  
300 E. Locust Street, Ste. 100, Des Moines, Iowa 50309  
5:45 pm

**Agenda**

1. Call to Order, Roll Call
2. Approval of Regular Agenda
3. Public Forum

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**CONSENT AGENDA**

*The following are routine items enacted by one roll call vote without separate discussion unless someone, Board or Public, requests an item be removed for consideration:*

4. Approval of Consent Agenda – Items 4 through 7
5. Consideration of Minutes June 17, 2020, Metro Waste Authority Board Meeting – Action for Approval
6. Resolution 07-20-01 – Consideration of May 2020, Financial Statements – Action to Receive and File
7. Resolution 07-20-02 – Consideration of June 2020, Monthly Expenditures – Action for Approval

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**END CONSENT AGENDA**

Regular Agenda Items

8. Director's Report
9. Chair's Report
10. General Board Discussion and Other Business
11. Correspondence
12. Adjournment

**August Executive/Finance Meeting:** August 5, 2020, MWA Central Office, 300 E. Locust Street, Ste 100, Des Moines, Iowa 50309, 12:00 pm.

**August Board Meeting:** August 19, 2020, MWA Central Office, 300 E. Locust Street, Ste. 100, Des Moines, Iowa 50309, 5:45 pm.



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Des Moines, Iowa 50309  
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## June 17, 2020 Unofficial Metro Waste Authority Board Meeting Minutes

### 1. Call to Order

The meeting was held at Metro Waste Authority's Central Office. Mark Holm, chair, called the June 17, 2020, Metro Waste Authority Board Meeting to order at 5:47 pm. A quorum was present. This meeting was primarily conducted electronically due to federal and state government recommendations in response to COVID-19 pandemic conditions.

### Roll Call – MWA Board Representatives/Alternates in Attendance

Dean O'Connor, Altoona  
Mark Holm, Ankeny  
John Edwards, Clive  
Joe Gatto, Des Moines  
Tom Cope, Johnston  
Bill Roberts, Mitchellville  
Rob Sarchet, Polk City  
Tom Hockensmith, Polk County  
Gerald Lane, Runnells  
Ron Pogge, Urbandale  
Bret Hodne, West Des Moines  
Threase Harms, Windsor Heights

### 2. Approval of Regular Agenda

Moved by Clive, seconded by Windsor Heights, to approve the June 17, 2020, board meeting agenda as presented. Motion carried unanimously by voice vote.

### 3. Public Forum

There were no requests to address the Board.

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### **CONSENT AGENDA**

*The following are routine items enacted by one roll call vote without separate discussion unless someone, Board or Public, requests that an item be removed for consideration:*

### 4. Approval of Consent Agenda – Items 4 through 9

Moved by Clive, seconded by Polk County, to approve the Consent Agenda, items 4 through 9. Motion carried unanimously by voice vote.

### 5. Consideration of Minutes of May 20, 2020, Metro Waste Authority Board Meeting – Action for Approval

### 6. Resolution 06-20-01 - Consideration of April 2020, Financial Statement - Action to Receive and File

### 7. Resolution 06-20-02 - Consideration of May 2020, Monthly Expenditures - Action for Approval

8. Resolution 06-20-03 – Approval of Roll Off Truck Purchase for Metro Waste Authority - Action for Approval
9. Resolution 06-20-04 – Approval of Fleet Vehicle for Metro Waste Authority- Action for Approval

## END CONSENT AGENDA

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Regular Agenda Items for Approval – Item 10.

10. Resolution 06-20-05 - Approval of P-61 Cold Storage Building 1 Retrofit Request for Proposal – Action Item  
 Moved by Clive, seconded by Windsor Heights, to approve Resolution 06-20-05. Motion carried unanimously by voice vote.  
  
 Judi Mendenhall, Director of Recycling and Diversion, reported three bids were received for the Retrofit of the P-61 Metro Park East Landfill C&D Cold Storage 1. Bids were reviewed by The Formation Group. The recommended contractor for the project is Woodruff Construction, with the lowest most responsive bid of \$827,300. The Retrofit pricing is under the budgeted amount.
11. Director's Report  
 Michael McCoy, executive director, reported growth of the customer care program.  
  
 McCoy reported the roll out of new trash carts in Clive, Grimes, Johnston, and Polk City is under way. Communication has been distributed in various forms to residents in each community.  
  
 McCoy provided an update on the progress of the material recovery facility (MRF). The committee is meeting next week to review the budget updates and overall project status.  
  
 McCoy reported an article about MWA's MRF was published in Resource Recycling on June 16<sup>th</sup>.  
  
 The July executive finance meeting will be held at Central Office (300 E. Locust Street, Ste. 100, Des Moines, Iowa) on Wednesday, July 1, 2020 at 12:00 pm.  
  
 The July board meeting will be held at Central Office (300 E. Locust Street, Ste. 100, Des Moines, Iowa) on Wednesday, July 15, 2020 at 5:45 pm.
12. Chair's Report  
 Mark Holm, chair, reported Metro Waste Authority will continue to conduct board meetings virtually.
13. General Board Discussion and Other Business  
 No report.
14. Closed Session  
 Moved by Clive, seconded by Windsor Heights, to enter closed session at 6:03 pm as provided in Iowa Code 21.5.1.j. to discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the

governmental body would receive for that property. The minutes and the audio recording of a session closed under this paragraph shall be available for public examination when the transaction discussed is completed. No action was taken during the closed session.

A motion was made by Polk County, seconded by Clive, to adjourn closed session at 6:18 pm. Motion carried unanimously by voice vote. The public meeting reconvened at 6:19 pm.

15. Adjournment  
Meeting adjourned at 6:19 pm.

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Michael McCoy, Executive Director

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Mark E. Holm, Chair

**METRO WASTE AUTHORITY  
BILLS PAID IN JUNE 2020**

Vendor	Amount	Services Provided
A TECH	380.70	Security
ABM PARKING	5,460.00	Parking
ACCESS SYSTEMS	300.06	Office printing
ADVENTURE LIGHTING	224.79	Building services
AERATION INDUSTRIES	3,275.20	Wetlands treatment
AIR MACH	1,886.00	Site maintenance
A-LINE IRON	8,873.00	White goods
AMERICAN SECURITY	499.84	Security
ANFAB	1,973.35	Drop off expense
ANKENY SANITATION	98,546.32	Waste/drop off/contract expense
ARAMARK	673.89	Rags/mats/supplies
ASPEN WASTE	3,543.75	Curbside/drop off/waste collection
ATLANTIC BOTTLING	112.49	Office supplies
AUGLAIZE COUNTY SOLID WASTE	2,000.00	Trailer
AUREON	8,495.47	Phone
BLACKHAWK AUTOMATIC SPRINKLERS	4,759.00	Health/safety
BOMGAARS	316.58	Parts/small tools/supplies
BRICK GENTRY	13,198.50	Legal fees
CAPITAL CITY EQUIPMENT	440.69	Equipment/parts/labor
CAPITAL SANITARY SUPPLY	276.94	Office supplies
CAROLINA SOFTWARE	2,766.89	Computer supplies/maintenance/fees
CENTRAL IOWA MECHANICAL	601.00	Site maintenance
CITY GARDENS	8,003.50	Site maintenance
CITY OF BONDURANT	114.25	Utilities
CITY OF GRIMES	379.87	Utilities
CLEAN HARBORS ENVIRONMENTAL SERVICE	8,907.14	Contract disposal
COMPETITIVE EDGE	41,400.00	Public information/promotion
COPY SYSTEMS	184.50	Office machine repairs
CP MANUFACTURING	150,000.00	Equipment
CPI	125.00	Phone system
CRYSTAL CLEAR	167.50	Office supplies
DATASHIELD CORP	257.22	Recycling expense
DEJEAR	39,022.44	Yard carts
DES MOINES MOBILE WASH	1,537.50	Preventive maintenance
DES MOINES SOLID WASTE	199,901.83	Yard waste collection
DES MOINES WATER WORKS	892.50	Utilities
DIAM PEST	262.00	Pest control
ECOSOURCE	3,977.00	Well maintenance
EMSL	259.50	Asbestos testing
ETC GRAPHICS	2,360.00	Signage
EXPRESS LAUNDRY	125.94	Floor mats
FASTENAL	323.98	Health/safety
FINISHING TOUCHEZ	113.75	Floor mats
FLYNN WRIGHT	2,620.00	Public information/promotion
FOREST GREASE	852.10	Building services
FORMATION GROUP	11,789.00	Consultation/professional fees
GRAINGER	1,858.80	Parts/small tools/supplies
GREENER ALTERNATIVES	200.00	Floor mats
HDR	24,688.34	Engineering services
HEALTHCARE MARKETING MAKEOVERS	350.00	Public information/promotion
HEAVY HIGHWAY FRINGE BENEFIT	675.00	Medical insurance
HILLTOP TIRE	72.29	Equipment maintenance
HIRE QUALITY SOLUTIONS	1,480.70	Temporary labor
HOME DEPOT	383.87	Office supplies
HOUSBY HEAVY EQUIPMENT	8,921.74	Parts/labor/preventive maintenance
HOUSBY MACK	1,251.19	Parts/labor/preventive maintenance

IMWCA	36,163.00	WC insurance
INTERSTATE ALL BATTERY	61.82	Site maintenance
INTERSTATE ALL BATTERY CENTER	23.40	Office supplies
INTERSTATE POWER	3,948.58	Parts/labor
IOWA COMMUNITIES ASSURANCE POOL	247,285.80	Insurance premium
IOWA DEPT OF NATURAL RESOURCES	330,929.42	DNR Quarterly Tonnage Fees
IOWA DEPT OF NATURAL RESOURCES	24.00	Solid waste fees
IOWA DES MOINES SUPPLY	305.75	Janitorial supplies
IOWA LABORERS' DISTRICT COUNCIL	28,814.58	Medical insurance
IOWA LABORERS' EDUCATION	223.98	Health/safety
IPERS	36,274.42	Employer's share of IPERS
ISCO	107.30	Leachate well maintenance
KABEL BUSINESS SERVICES	1,997.69	Employee benefit expense/service fees
KAL	1,216.06	Yard waste collection
KENWORTH	126.20	Parts/labor/preventive maintenance
KEY COOPERATIVE	6,762.86	Equipment fuel
LARRY FLECK	225.00	Waste collection
LOWE'S	28.50	Supplies
LT LEON	2,162.50	Engineering services
LUBE-TECH	5,876.50	Equipment fuel
MANAGEMENT PROFESSIONALS	3,404.56	Property management fee/site maintenance
MARSDEN	764.26	Janitorial services
MARTIN MARIETTA	3,657.09	Site maintenance
MCMASTER-CARR	49.84	Leachate maintenance/collection
MENARDS	151.41	Supplies
MHC KENWORTH	7,091.68	Parts/labor/preventive maintenance
MIDAMERICA RECYCLING	47,341.78	Curbside processing expense
MIDAMERICAN ENERGY	13,976.47	Utilities
MIDLAND POWER	552.65	Utilities
MIDWEST OFFICE TECHNOLOGY	357.00	Office printing
MMC CONTRACTORS	7,624.34	Bldg repairs/site maintenance
MOTOR PARTS	36.29	Parts/small tools/supplies
MURPHY TRACTOR	595.92	Preventive maintenance
NATIONWIDE OFFICE CLEANERS	1,000.74	Janitorial services
NEESE	12,570.40	Leachate processing
OTIS	105.00	Elevator inspection
PABCO	55,952.20	Yard waste bags
PER MAR	137.50	Security
PERFICUT	1,372.50	Site maintenance
PETERSON CONTRACTORS	6,295.80	Contracted fly ash hauler
POMP'S TIRE	1,366.00	Tire/track repairs
PREMIER OFFICE	190.68	Office printing
PROSPERITY JANITORIAL	2,676.79	Janitorial services
QUICK OIL	24,482.49	Equipment fuel
RDO INTEGRATED CONTROLS	7,500.00	Parts/labor
RELIANCE STANDARD	3,115.96	Insurance premium
ROGER GODRON	7.22	Parts
RSM US	12,858.76	Consulting/professional service/dues
RSM US PRODUCT	1,355.73	Computer supplies/maintenance/fees
S & L WATER	75.00	Office supplies
SCHIMBERG	660.00	Parts
SCOTT'S AUTO GLASS	350.00	Parts/labor
SCS ENGINEERS	16,067.58	Engineering services
SCS FIELD SERVICES	7,351.36	Engineering services
SOCIAL SECURITY ADMINISTRATION	32,149.69	Employer's share of FICA
SWANA	446.00	Dues/subscription/fee
TESTAMERICA	153.10	Environmental monitoring
TIFCO	1,393.08	Parts/small tools/supplies
TOTALFUNDS	500.00	Postage
TRADEBE TREATMENT AND RECYCLING	635.94	Contract disposal
TRANE	401.70	Building services

TREASURER STATE OF IOWA	11,627.24	Sales tax
TRUENORTH	2,500.00	Dues/subscription/fee
UPS	127.24	Mailing expense
URBANDALE PUBLIC WORKS	59,249.32	Yard waste collection
US BANK LOAN PAYMENT	62,242.64	MNTS loan payment
VALLEY ENVIRONMENTAL	130.00	Contract disposal
VAN WALL	517.16	Parts/labor/preventive maintenance
VANTAGEPOINT TRANSFER AGENTS	8,979.41	Employer's share deferred compensation
VEIT	385,719.06	Cell development
VERIZON	779.41	Computer supplies/maintenance/fees
WASTE CONNECTIONS	132,167.69	Waste collection/tire process
WASTE MANAGEMENT	356,772.36	Curbside/drop off/waste collection
WASTE MANAGEMENT (YARD WASTE)	136,754.20	Yard waste collection
WASTEQUIP	70,279.68	Curbside cart expense/repair
WEST BANK	10,905.95	Credit card payment service fees/misc office/travel expenses
WEX	1,707.64	Fuel
XENIA	65.20	Utilities
ZIEGLER	21,602.99	Part/labor/preventive maintenance/subscription
Grand Total	<u>2,913,521.97</u>	

The MWA Executive Director and the Director of Finance certify that the above MWA bills paid are properly due and have been made in accordance with the operating and expenditure processes established by MWA.



Michael McCoy, Executive Director



Joel Etienne, Finance Administrator