



City Administrator & Staff Update

2022.12.23

- **Housing:** Please review the draft Housing Needs Assessment. Especially sections 5-7 which include their recommendations. Please submit your feedback to me and I will supply to the firm working on the study. Minutes from the prior meeting are also attached.
- **Police Department Press Release:** Please see the attached if you missed the earlier email.
- **DCRSWC:** Please see the attached December packet for the Solid Waste Commission.
- **Coffee & Conversation:** Our first Coffee & Conversation was this morning at the Broadway. We had four residents show up. Few but all with great comments and questions. Looking forward to another session. Who is up for participating in the next one?
- **SCC Student Letters:** I responded to the three student letters via their SCC Professor.
- **Snow Emergencies:** Please see a copy of the notice that the PD will be using during snow emergencies.
- **Budget:** Angie and I continue to review departmental budgets, finalize their numbers, and work on revenue, including property tax revenue.
 - **Capital Vehicle & Equipment List:** You have the latest version already in prep for the budget.
 - **Capital Equipment:** I am finalizing the capital equipment requests for this next fiscal year and will include a 5-year outlook as submitted by departments.
 - **CIP or List:** I am working through the CIP forms and scoring projects. I hope to have the list of projects if not the draft document in prep for the budget.

IT (Newberry)

This week we have been having several issues with LISCO that needed to be addressed. We had several dropped calls and internet drop out. Hopefully this is resolved now. This week we also had shield update as well as credit card machine stop working because we had to upgrade the software. In doing so we have found one of our credit card machines has a hardware problem and should be replaced according to the credit card company. Jesse and I will be getting the laptops together to get ready for the upcoming training for Motorola Flex. In the near future I need to get the fire department phones back online. I will work on that next week as it is a good time to work inside because of the cold. Some equipment might need to be upgraded but I will keep you posted.

Police (Logan)

On Sunday, Officers were dispatched to Walmart for a report of a theft. Officers responded and the suspect was Jesse Dodge, and they knew he had a warrant. They tried to apprehend him in the parking lot, and he struck an officer with his truck. I was at home listening to my radio and decided to respond. Officers who were on scene initiated a traffic stop and the suspect took off. After a lengthy

chase with the suspect, we were able to get him stopped and arrested. Dodge did damage two squad cars, one being my Dodge Charger and a Burlington K-9 Officers squad car. I also received minor injuries to my hand. Dodge is in jail on \$100,000 cash only bond.

Finance (Moore)

We continue to work on the budget and have been meeting with department heads to go over their individual budgets. We will be comparing the total budget to estimated revenues before making any more changes.

Public Works (Brissey)

- Water lab
- Locates
- Sewer lab
- Service trucks and Police Cars
- Clean trucks
- Clean equipment at shop
- Haul Leaves
- Haul fire hydrants and scrap metal to Alter
- Wash trucks
- Install water pump on pickup #1
- Recycling
- Hook up snowplows
- Work on snowblower for City Hall
- Work on transfer switch at West lift station
- Inventory road work signs
- Service mowers



West Burlington Police Department
122 Broadway Street
West Burlington, Iowa 52655
(319) 754-8555 Fax: (319) 754-7397
www.westburlington.org
Jesse Logan, Chief of Police

FOR IMMEDIATE RELEASE

December 19, 2022 - 9:00 a.m.

PRESS RELEASE

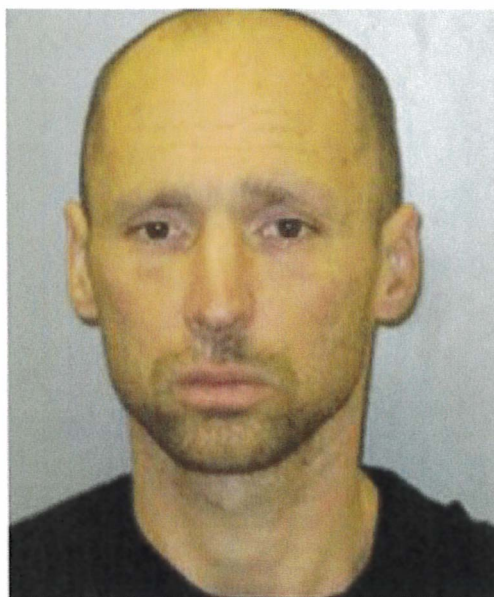
On 12/18/2022 at approximately 18:13 P.M., Officers of the West Burlington Police Department responded to Walmart (324 W Agency Rd) for a report of a theft in progress.

Officers spoke with Walmart Asset Protection about a male concealing items. Officers observed live video and identified the male suspect as Jesse Joseph Dodge. Officers knew Dodge had a warrant for his arrest, and the warrant was confirmed with dispatch. Officers observed Dodge exit the General Merchandise (GM) exit door, passing all points of sale. Officers attempted to stop Dodge before he entered the driver seat of a tan 2005 GMC pickup truck. Officers opened the driver door of the vehicle and gave Dodge multiple commands to step out of the vehicle, to wit he did not comply. Dodge put the vehicle in reverse and struck the bumper of a legally parked white 2018 GMC pickup truck in the parking lot. Officers attempted to remove Dodge from the driver's seat of the vehicle. Officers were struck with the open driver door and thrown onto a patrol car's hood when Dodge reversed the vehicle attempting to elude officers. Dodge left the parking lot eastbound at a high rate of speed. Officers initiated a vehicle pursued with their red and blue lights and sirens activated.

Officers pursued Dodge down multiple streets throughout the city of West Burlington and Burlington. Dodge made multiple traffic infractions. Dodge drove at speeds of 80+ mph down Sunnyside Ave. Officers made multiple spike-strip attempts to stop Dodge's vehicle during the pursuit. Dodge lost control in the intersection of Charles St and Sunnyside Ave, causing his vehicle to slide sideways into a ditch. Dodge drove out of the ditch and used the front of his vehicle to ram the front of a Burlington K9 patrol car occupied by two Officers and a K9. Dodge then put his truck in reverse and struck the front of an occupied West Burlington patrol car. Dodge drove over the curb near the ATM that is located at the intersection of North Roosevelt Ave. and Sunnyside Ave. Dodge's vehicle came to a stop in the ATM circular drive due to the vehicle overheating and two flat tires. Officers gave Dodge multiple commands to exit the vehicle, to wit he did not comply. The vehicle doors were locked, forcing Officers to break the driver and passenger side windows to remove Dodge from the driver-side door. One officer received a hand laceration while extracting Dodge from the vehicle.

Dodge is charged with Felony Eluding, Possession of Controlled Substance 3rd Offense, Interference with Official Acts - Causing Bodily Injury, Interference with Official Acts, Five Charges of Assault on Peace Officer - No Injury, Possession of Drug Paraphernalia, Unlawful Possession of Prescription Drug, Ineligible to Carry Weapons, Theft in the 3rd Degree, and Trespass 1st Offense.

Dodge was also issued multiple traffic citations



Jesse Logan, West Burlington Chief of Police
(319)754-8555



Iowa's Living Roadways community visioning timing & deadlines

Phase	Activity	Timing	Deliverables/Outcomes	Deadline
 Steering Committee Orientation	Virtual Kickoff	Oct	Process knowledge	Oct 31
	Local Geography Mapping	Nov	Annotated map	Jan 15
	Website Training	Dec-Jan	Trained website editors	Jan 15
 Inventory Analysis	Bioregional Assessment	Jan-April	StoryMap & boards	April 30
	Transportation Inventory	Feb-April	Annotated map & analysis	April 30
	Focus Groups	Nov-April	Data analysis boards	April 15
	Survey	Nov-Feb	Report & boards	March 31
 Review of Assessments	Review of Assessments Meeting	May-June	Completed community assessment boards	June 15
 Performance Objectives	Performance Objectives Meeting	May-June	Locations & functions of new transportation elements/enhancements	June 30
 Design Workshop	Design Workshop	May 15-June	Community engagement & communication about new transportation enhancements	June 30
 Plan Review	Plan Review Meeting	July	Draft design concepts	July 31
 Plan Presentation	Plan Presentation to the Public	Aug-Sept	Final design boards	Sept 30
 Feasibility Report	Feasibility Report Meeting	Sept-Oct	Report with cost opinions	Oct 15
 Implementation Planning	Implementation Planning Meetings	Sept-Oct	Action plan for project completion	Oct 31
 Celebration	ILR Celebration	Nov	Complete digital archive	Date of Event



1818 West Burlington Ave. ■ Burlington, IA 52601 ■ (319) 753-8126 ■ FAX (319) 753-8717 ■ www.wastewrap.org

REMINDER

**Area
Recyclers**

**HazChem
Center**

**Regional
Landfill**

The Des Moines County Regional Solid Waste Commission will not be meeting in December.

The next regular commission meeting will be held on Tuesday, January 17, 2023 at 4:00p.m.

MEMBERS

Burlington ■ Danville ■ Des Moines County ■ Mediapolis ■ Middletown ■ Morning Sun ■ Mt. Pleasant
New London ■ Rome ■ Salem ■ West Burlington ■ Westwood ■ Winfield

Des Moines County Regional Solid Waste
Commission Meeting November 15, 2022

Present: Paul Lorber Don Fitting Chad Bird
Jerry Strause Randy Doyle Lisa Rees
Gregg Mandsager Brent Schleisman

Staff: Chris Ball Darven Kendell
Carmie Martinez
Other: Justin Petersen-CPA Assoc.

Chairman Paul Lorber called the Des Moines Co. Reg. Solid Waste Commission meeting to order at 4:00 pm.

Randy motioned to approve the agenda. Jerry seconded. Paul mentioned the need to remove personnel committee minutes from Nov. 8th from the consent agenda. Brent motioned to approve the consent agenda minus the personnel committee minutes for Nov. 8th. Gregg seconded. All in favor.

Brent motioned to correct the personnel committee minutes from Nov. 8th by removing the weeks' vacation from the personnel minutes so to accurately include what was agreed upon in the executive director's contract. Chad seconded. All in favor.

Justin Petersen from CPA Associates presented the audit review and noted no significant concerns were found. The longstanding concern about segregation of duties was mentioned, but the auditors feel the commission is doing the best it can in separating duties given the limited number of administrative employees. He noted that many commission policies have not been updated or reviewed for an extended period of time and that perhaps moving forward this be a priority for the commission. He also mentioned that moving forward the commission would need to identify a new accounting firm to perform the annual audit since CPA Associates was purchased by a different company and that that company will not be doing governmental audits. Randy motioned to approve the audit report. Gregg seconded. All in favor.

No public comment.

The commission presented employee Darven Kendell with a plaque recognizing his 20 years of employment.

Chris made a presentation to provide the Education Coordinator a \$5000 stipend for the additional duties performed by that position over the past 12 months. Additionally, he suggested a merit increase in pay to recognize the continuation of these duties by the Education Coordinator. Randy expressed appreciation for the loyalty, and asked if there would be a negative impact on the budget. Chris stated we are currently under budget for salaries and this would not negatively impact the budget. Paul asked what impact this would have on the hourly wage Chris replied approximately \$1.30. Randy said adding additional duties deserves an increase for doing more. Gregg suggested making these changes at budget time. Paul asked Chris how he arrived at the \$5000. Chris said that amount is just under 10% of the annual wage for that position and given the additional duties and responsibilities it seemed fair. Brent motioned for a \$2500 stipend and to not increase hourly pay. Chad seconded. Lisa said she prefers the \$5000 and to look at salary at budget time. Randy suggested \$2500 now and \$2500 later. Roll call vote for a one time \$2500 stipended.
Jerry Strausse- No Lisa Rees- No Randy Doyle- yes Don Fitting- yes Paul Lorber- yes
Gregg Mandsager- yes Chad Bird- yes Brent Schleisman- yes

Chad motioned to approve special waste designation for railroad ties. Lisa seconded. All in favor.

Gregg motioned to approve Resolution 2022-3 Use of Public Funds. Randy seconded. Chris mentioned that the commission did not seem to have such policy and that it is generally a good idea to have this policy to allow the use of public funds by the commission for community events, employee morale, and purchase of meals. Gregg mentioned this is a policy most public entities have. Roll call vote:

Jerry Strausse- yes Lisa Rees- yes Randy Doyle- yes Don Fitting- yes Paul Lorber- yes
Gregg Mandsager- yes Chad Bird- yes Brent Schleisman- yes

Brent motioned to approve the seat belt/restraint policy. Lisa seconded. Gregg suggested amending the policy to include passengers in the front and back. Brent and Lisa accepted that amendment. All in favor.

Chris mentioned that he wanted to update the commission on the recycling center conveyor equipment. When hired and during the budget process last spring, Chris was under the impression that the conveyor was being refurbished/repared and only recently learned that the conveyor is actually being replaced. Staff did not obtain the traditionally required 3 bids for this equipment. After further discussion with staff it was determined that it would likely have been very difficult to obtain 3 bids, and Chris spoke with the auditors and they verified that due to the difficulty in obtaining the 3 bids and the complexity of communicating what equipment was in question that we are okay moving forward and would not need to obtain the 3 bids.

Randy motioned to approve the executive director salary increase of \$5,000. Chad seconded. Paul mentioned that the personnel committee met and reviewed with Chris information about the first 6 months. Paul spent a day meeting with department heads at Area Recyclers and the Landfill and found it very informative and beneficial, and that he is willing to continue doing the prior to evaluation. All in favor.

Old/new business- Randy asked if shredded railroad ties could be used for alternative daily cover. Chris said that with the departure of Brian Rath from Evora we don't have anyone assigned to us yet, but that he would check into it. Randy would also like to have the commission develop a plan for Styrofoam. Paul suggested the resource recovery committee develop a plan.

Jerry motioned to adjourn. Randy seconded. Meeting adjourned at 5pm

Secretary/Treasurer

Des Moines County Regional Solid Waste
Personnel Committee Meeting November 8, 2022

Present: Paul Lorber Brent Schleisman
 Chad Bird Jerry Strause
 Gregg Mandsager

Staff: Chris Ball Darven Kendell
 Carmie Martinez

Chairman Paul Lorber called the Des Moines Co. Reg. Solid Waste Commission meeting to order at 1:00 pm.

Chris presented the first agenda item, review proposal to make the Education Coordinator a salary position with more responsibility. Chris stated that this position has picked up more responsibility due to the change in management and retirees. That the position has taken on more since 2021. A new job description was presented. Chris also suggested a onetime stipend or incentive/merit of \$5,000.

Paul said that the changes was to include the elimination of the Assistant Director position and that the Executive Director would be assuming some of the responsibilities, the reasoning was to save money and not spend more when they don't need to. The Education Coordinator was given more responsibility due to COVID, more responsibility was added to keep the position.

Brent said he would like to see a visual of the changes and figures for the cost. He is not opposed to the idea, but would like more information to make a decision. He would like to only have three department heads.

Gregg suggested that significant changes need to be made at the time of the budget. He is fine with small changes or additions, but adding a new management position needs to be done at budget time.

Chad said he would like to see a proposal of the onetime incentive/merit, would like to see something that fully supports the reasoning. He is not sure of the amount, but is willing to take it into consideration.

Chris also presented having a full-time sorter/collector shared with the landfill to help with daily tasks at the landfill. He said the landfill is currently needing another person for vacations and people calling in sick as well as smaller tasks that take away from the operator's time and that this person would help with that. Both places would share the employee.

Both Paul and Brent said they would need something showing the big picture of the organization, to put both positions in the proposal as one "big picture" including costs etc.

Brent asked for a timeline for the proposal and Chris said it will be after the first of the year.

Roll call was taken for the Directors Review, with all committee personnel present, as a closed session review. Brent motioned to begin; Gregg seconded. Paul reviewed comments from staff with the Executive Director. Brent motioned the session close at 2:25pm Chad seconded.

Open Session: Brent motioned to recommend and increase to the Executive Directors salary of \$5,000.

Chris stated that the agreement was originally \$5,000 and a week's vacation. Brent said whatever is on the employment agreement is what it should be and amended the original \$5,000 to \$5,000 plus a week's vacation.

****Original Minutes amended to: Chris Ball receiving an increase in salary of \$5,000, does not include a weeks' vacation.**

Roll Call Vote Taken: Brent-yes, Gregg-yes, Chad-yes, Paul-yes, Jerry-yes

Brent motioned to approve

Chad seconded, all in favor

The increase in salary will go to final vote at the next commission meeting on November 15, 2022.

No public comment.

Chad motioned to adjourn at 2:32pm. Brent seconded. All in favor.

Secretary/Treasurer



1818 West Burlington Ave. ■ Burlington, IA 52601 ■ (319) 753-8126 ■ FAX (319) 753-8717 ■ www.wastewrap.org

**Area
Recyclers**

**HazChem
Center**

**Regional
Landfill**

Executive Committee Authorization of Payment

I authorize payment of the December, 2022 Disbursements in the amount of \$104,049.95 as presented in the Commission packet.

Authorized Signature

Date

MEMBERS

Burlington ■ Danville ■ Des Moines County ■ Mediapolis ■ Middletown ■ Morning Sun ■ Mt. Pleasant
New London ■ Rome ■ Salem ■ West Burlington ■ Westwood ■ Winfield

DMC Regional Waste Commission

ACCOUNTS PAYABLE

Check Register

Sorted by Check Number

December, 2022

Check Number	Date	EFT#/ Vendor	Name	Discounts	Net Amount
59827	11/21/22	1723	Winfield Tire & Auto	0.00	208.93
59829	12/20/22	0024	Agriland FS, Inc.	0.00	1175.21
59830	12/20/22	0031	Alter Trading Corp.	0.00	730.00
59831	12/20/22	0034	Alliant Energy/IPL	0.00	2001.56
59833	12/20/22	0052	Aramark	0.00	1012.08
59834	12/20/22	0055	Arnold Refrigeration, Inc.	0.00	213.38
59835	12/20/22	0082	Evora Consulting	0.00	4281.25
59836	12/20/22	0090	Bauer Built, Inc.	0.00	1047.38
59837	12/20/22	0144	Burdette's Automotive Repair	0.00	2811.28
59838	12/20/22	0163	Brown, Phillip	0.00	4.75
59839	12/20/22	0168	Brozene Hydraulic Service	0.00	646.54
59840	12/20/22	0178	City of Burlington	0.00	4457.56
59841	12/20/22	0194	Burlington Municipal Waterworks	0.00	166.03
59842	12/20/22	0197	Burlington/West Burlington Area	0.00	467.00
59843	12/20/22	0205	CPA Associates, PC	0.00	725.00
59844	12/20/22	0223	CenturyLink	0.00	6.34
59845	12/20/22	0224	CenturyLink	0.00	258.08
59846	12/20/22	0225	Cessford Construction Company	0.00	12187.31
59847	12/20/22	0252	Employee Benefit Systems	0.00	30736.38
59848	12/20/22	0260	City of West Burlington	0.00	11.09
59849	12/20/22	0285	Coppes Pest Management, Inc.	0.00	120.00
59850	12/20/22	0303	Culligan of Burlington	0.00	118.60
59851	12/20/22	0323	Deery Brothers	0.00	121.72
59852	12/20/22	0344	Des Moines County News	0.00	349.20
59853	12/20/22	0396	Douds Stone LLC	0.00	2470.96
59854	12/20/22	0400	Drake Hardware & Software	0.00	410.50
59855	12/20/22	0417	Eastern Iowa Light & Power	0.00	1471.29
59856	12/20/22	0520	Floyd's E-Z-Way	0.00	350.00
59857	12/20/22	0599	Great Western Supply Co.	0.00	243.45
59858	12/20/22	0645	Hibu, Inc.	0.00	602.16
59859	12/20/22	0663	HomeTown Car Wash	0.00	80.00
59860	12/20/22	0685	IMWCA	0.00	1998.00
59861	12/20/22	0717	Iowa Dept. of Natural Resources	0.00	3350.00
59862	12/20/22	0770	Joint Safety Committee	0.00	1804.59
59863	12/20/22	0788	KCPS	0.00	140.00
59864	12/20/22	0833	LaVeine Sanitation Service	0.00	764.00
59865	12/20/22	0861	Lisco	0.00	344.76
59866	12/20/22	0873	Lowe's	0.00	711.15
59867	12/20/22	0892	Mailboxes & Parcel Depot	0.00	15.73
59868	12/20/22	0916	Mediacom	0.00	283.80
59869	12/20/22	0920	Menards	0.00	187.44
59870	12/20/22	0941	Mid Country Machinery, Inc.	0.00	16802.76
59871	12/20/22	0972	Mt. Pleasant Chamber of Comm.	0.00	265.00
59872	12/20/22	1026	NAPA Auto Parts	0.00	167.88
59873	12/20/22	1153	Pitney Bowes	0.00	433.28

DMC Regional Waste Commission

ACCOUNTS PAYABLE

Check Register

Sorted by Check Number

December, 2022

<u>Check Number</u>	<u>Date</u>	<u>EFT#/ Vendor</u>	<u>Name</u>	<u>Discounts</u>	<u>Net Amount</u>
59874	12/20/22	1195	QC Analytical Services, LLC	0.00	945.50
59875	12/20/22	1267	Reif Oil Co.	0.00	1039.93
59876	12/20/22	1291	River Basin Publications, LLC	0.00	28.00
59877	12/20/22	1293	River Mart	0.00	150.22
59878	12/20/22	1410	Sinclair Tractor	0.00	286.76
59879	12/20/22	1452	SE Iowa Garage Door Specialists	0.00	1789.00
59880	12/20/22	1640	Visa-Area Recyclers	0.00	567.04
59881	12/20/22	1642	Visa-Landfill	0.00	1301.30
59882	12/20/22	1697	West Washington Properties	0.00	1000.00
59883	12/20/22	1720	Win Propane	0.00	188.78
Report Total				0.00	104049.95

FINANCIAL SUMMARY

	June 2022	July 2022	August 2022	September 2022	October 2022	November 2022
Current Assets	\$ 3,541,159.04	\$ 3,654,795.41	\$ 3,833,092.28	\$ 3,918,876.92	\$ 3,830,569.95	\$ 3,918,361.82
Less Current Liabilities	(7,952.56)	(381.50)	(318.34)	(431.72)	(572.50)	(413.34)
Less Des. Work. Capital	(1,000,000.00)	(1,000,000.00)	(1,000,000.00)	(1,000,000.00)	(1,000,000.00)	(1,000,000.00)
Less Carry Over for Non-Completed Projects * From Prior Year	(47,443.44)	(100,778.00)	(102,249.00)	(102,249.00)	(102,249.00)	(102,249.00)
Less other Designations:						
Equip. Replacement	(360,000.00)	(500,000.00)	(500,000.00)	(428,208.71)	(331,708.71)	(331,708.71)
Cell Const. Fund	(110,000.00)	(125,000.00)	(125,000.00)	(125,000.00)	(125,000.00)	(125,000.00)
Remediation Fund		(250,000.00)	(250,000.00)	(250,000.00)	(250,000.00)	(250,000.00)
Leachate Mgmt Dev Fund		(250,000.00)	(250,000.00)	(250,000.00)	(250,000.00)	(250,000.00)
Financial Assurance	(40,000.00)	(55,000.00)	(55,000.00)	(55,000.00)	(55,000.00)	(55,000.00)
	<u>\$ 1,975,763.04</u>	<u>\$ 1,373,635.91</u>	<u>\$ 1,550,524.94</u>	<u>\$ 1,707,987.49</u>	<u>\$ 1,716,039.74</u>	<u>\$ 1,803,990.77</u>
Projections for remaining Budget:						
Revenue	(859,069.52)	3,842,571.24	3,422,800.27	3,025,819.00	2,680,944.37	2,323,921.54
*Carry Over Rev for Const.	47,443.44	100,778.00	102,249.00	102,249.00	102,249.00	102,249.00
Operating Expense	(110,412.55)	(2,897,627.69)	(2,679,988.18)	(2,447,885.76)	(2,074,832.25)	(1,822,514.63)
Capital	(335,744.01)	(151,070.00)	(135,631.50)	(135,431.50)	(126,191.50)	(109,119.00)
Bond Payment	-	(273,580.00)	(273,580.00)	(273,580.00)	(273,580.00)	(273,580.00)
Projected Remaining Current Assets	<u>\$ 717,980.40</u>	<u>\$ 1,994,707.46</u>	<u>\$ 1,986,374.53</u>	<u>\$ 1,979,158.23</u>	<u>\$ 2,024,629.36</u>	<u>\$ 2,024,947.68</u>

*Corrections have been made to Non-Completed Projects from Prior Year and the Carry Over Rev. for Const. figures. FY 2022

Investments:

Two Rivers Bank & Trust

43581681	\$	276,372.94
42729505	\$	165,443.21
49154113	\$	570,150.05

Danville State Savings

19615	\$	384,179.86
21749	\$	430,334.60
22520	\$	305,352.59
23262	\$	177,849.49
23871	\$	254,732.93
25272	\$	216,546.04
25467	\$	277,604.45
26130	\$	519,322.73
26135	\$	502,246.36

Monthly Investment Changes:

Two Rivers Bank & Trust:

Danville State Savings:

CD# 21749 changed to 12mo. Due to bump in interest rate to 2.85%
Renewal of CD# 22520 @ .70%

BUDGET REPORT AS OF NOVEMBER 30, 2022

REVENUE

DESCRIPTION	CURRENT MONTH	YEAR-TO-DATE	BUDGET	REMAINING BUDGET	2021-2022 YTD
GATE RECPTS/SALES TX	\$ 259,172.68	\$ 1,326,228.70	\$ 3,000,000.00	\$ 1,673,771.30	55.79% \$ 1,521,138.87
LF METAL & BATTERIES	-	\$ -	-	-	0.00% \$ 1,015.92
WASTE MANG. FEE	81,190.60	\$ 405,873.00	974,287.00	568,414.00	58.34% \$ 395,816.50
SALE OF RECYC	11,038.20	\$ 119,146.10	200,000.00	80,853.90	40.43% \$ 189,697.42
APPLIANCE FEES	1,424.15	\$ 6,358.48	5,000.00	(1,358.48)	-27.17% \$ 4,260.00
COUNTY DROP OFF	816.00	\$ 3,145.00	6,000.00	2,855.00	47.58% \$ 2,684.00
INTEREST INCOME	908.41	\$ 11,170.72	5,000.00	(6,170.72)	-123.41% \$ 10,577.53
CONTAINERS	328.00	\$ 2,173.00	3,000.00	827.00	27.57% \$ 1,288.00
DMC DONATIONS	-	\$ -	-	-	0.00% \$ -
HAZCHEM DONATIONS	-	\$ -	-	-	0.00% \$ -
ST. REIMB. FOR DISP.	-	\$ 700.00	5,000.00	4,300.00	86.00% \$ -
GAIN ON SALE OF EQUIPMENT	-	\$ 18,500.00	-	(18,500.00)	0.00% \$ 18,124.62
HAZCHEM FEE	2,087.01	\$ 17,217.15	35,000.00	17,782.85	50.81% \$ 186.43
RETAIL STORE SALES	57.78	\$ 353.31	1,500.00	1,146.69	76.45% \$ -
REVENUE FROM LEACHATE FUND	-	\$ -	-	-	0.00%
TOTAL OPERAT. REV.	\$ 357,022.83	\$ 1,910,865.46	\$ 4,234,787.00	\$ 2,323,921.54	54.88% \$ 2,144,789.29
MISC. INCOME	\$ -	\$ 420.78	\$ -	\$ (420.78)	0.00% \$ 2,271.59

EXPENSES

ADMIN. EXPENSES

DESCRIPTION	CURRENT MONTH	YEAR-TO-DATE	BUDGET	REMAINING BUDGET	2021-2022 YTD
SALARIES	\$ 16,427.58	\$ 94,978.44	\$ 252,327.00	\$ 157,348.56	62.36% \$116,034.63
OVERTIME	-	\$ 137.40	-	(137.40)	- \$0.00
PAYROLL TAXES	2,799.99	\$ 16,263.14	43,123.00	26,859.86	0.62 \$19,740.30
HEALTH INS-PRM	5,896.25	\$ 29,282.45	66,331.00	37,048.55	0.56 \$29,058.00
WORKERS COMP.	27.48	\$ 201.63	246.00	44.37	0.18 \$218.29
SAFETY	-	\$ 71.10	150.00	78.90	0.53 \$67.10
TRAVEL & TRAIN.	642.65	\$ 1,895.11	6,000.00	4,104.89	0.68 \$2,583.87
CONT.SERVICES	30,013.00	\$ 33,563.00	39,750.00	6,187.00	0.16 \$18,475.00
OFFICE SUPP.	681.44	\$ 1,897.46	5,000.00	3,102.54	0.62 \$934.06
MAINT/TECH SUPP	410.50	\$ 2,932.72	5,700.00	2,767.28	0.49 \$1,780.87
TELEPHONE & INTERNET	434.07	\$ 2,199.86	4,800.00	2,600.14	0.54 \$2,000.09
ADVERTISING- LEGALS	50.76	\$ 650.81	800.00	149.19	0.19 \$655.12
LIABILITY INS.	-	\$ 58,360.00	51,300.00	(7,060.00)	(0.14) \$50,038.00
RETAIL STORE	37.44	\$ 37.44	1,000.00	962.56	0.96 \$0.00
PUBLIC ED. & OUTREACH	2,558.52	\$ 16,211.15	41,850.00	25,638.85	0.61 \$12,480.72
SUB TOTAL	\$ 59,979.68	\$ 258,681.71	\$ 518,377.00	\$ 259,695.29	50.10% \$254,066.05

LANDFILL/HAZCHEM EXPENSES

DESCRIPTION	CURRENT MONTH	YEAR-TO-DATE	BUDGET	REMAINING BUDGET	2021-2022 YTD	
SALARIES	\$ 31,712.31	\$ 174,575.95	\$ 409,695.00	\$ 235,119.05	57.39%	\$164,360.02
OVERTIME	2,237.40	15,409.51	42,020.00	26,610.49	63.33%	15,355.13
PAYROLL TAXES	5,783.19	32,429.49	77,198.00	44,768.51	57.99%	30,650.21
HEALTH INS-PRM	12,147.60	72,736.56	145,771.00	73,034.44	50.10%	60,444.00
WORKERS COMP.	801.98	5,884.40	8,041.00	2,156.60	26.82%	5,975.63
ANNUAL SERVICES	2,953.75	9,353.54	60,000.00	50,646.46	84.41%	12,437.50
REGULATORY ASSIST	945.00	8,803.35	10,000.00	1,196.65	11.97%	2,031.50
SAFETY	-	2,981.67	6,000.00	3,018.33	50.31%	4,004.02
TRAVEL & TRAIN.	-	3,000.98	6,100.00	3,099.02	50.80%	213.20
PHONE & INTERNET	416.23	1,942.45	3,400.00	1,457.55	42.87%	2,007.29
UTILITIES	1,576.17	4,214.67	25,000.00	20,785.33	83.14%	2,892.03
BLDG & GRNDS	655.74	3,483.79	15,000.00	11,516.21	76.77%	7,082.69
TEMP STAFF	-	-	25,000.00	25,000.00	100.00%	-
UNIFORMS	416.16	1,687.52	5,300.00	3,612.48	68.16%	1,737.93
HHW & EWASTE DISPOSAL	3,109.50	11,475.80	46,000.00	34,524.20	75.05%	16,991.30
TIRE DISPOSAL	3,870.73	8,643.37	17,600.00	8,956.63	50.89%	4,752.47
WOOD GRINDING	-	18,412.50	20,000.00	1,587.50	7.94%	14,600.00
MONITOR/ LEACH/ANALYSIS	2,038.78	6,587.11	18,000.00	11,412.89	63.40%	7,512.28
ROLL OFF RENT	-	-	200.00	200.00	100.00%	-
SEEDING	-	-	7,500.00	7,500.00	100.00%	-
LEACHATE CONTROL SYSTEM	8,432.96	35,443.69	160,000.00	124,556.31	77.85%	40,116.95
ROAD MAINT.-ROCK	1,185.62	18,491.86	60,000.00	41,508.14	69.18%	18,241.50
OFFICE EQUIP.	504.55	1,039.49	4,200.00	3,160.51	75.25%	301.83
HAZCHEM SUPPLIES	-	-	2,500.00	2,500.00	100.00%	-
MISC. SUPP	-	698.04	600.00	(98.04)	-16.34%	-
TOOLS	-	82.18	2,000.00	1,917.82	95.89%	722.36
FUEL/OIL/GREASE	32,858.99	61,502.41	104,000.00	42,497.59	40.86%	19,533.58
EQUIP MAINT & REPAIRS	13,175.20	40,266.78	120,000.00	79,733.22	66.44%	24,921.59
TIRES/BATTERIES	-	930.32	8,500.00	7,569.68	89.06%	-
DNR FEE	-	31,941.39	122,640.00	90,698.61	73.96%	33,523.52
SUB TOTAL	\$ 124,821.86	\$ 572,018.82	\$ 1,532,265.00	\$ 960,246.18	62.67%	\$490,408.53

RECYCLING - PROCESSING & COLLECTION EXPENSES

DESCRIPTION	CURRENT MONTH	YEAR-TO-DATE	BUDGET	REMAINING BUDGET	2021-2022 YTD	
SALARIES	\$ 35,486.82	\$ 194,958.69	\$ 487,312.00	\$ 292,353.31	59.99%	\$180,286.33
OVERTIME	636.57	2,693.43	6,348.00	3,654.57	57.57%	1,811.99
PAYROLL TAXES	6,176.83	33,842.67	84,367.00	50,524.33	59.89%	31,064.22
HEALTH INS-PRM	15,731.02	95,793.08	190,222.00	94,428.92	49.64%	77,972.80
WORKERS COMP	1,168.54	8,573.97	11,798.00	3,224.03	27.33%	7,449.08
SAFETY	117.96	4,319.02	6,200.00	1,880.98	30.34%	3,998.43
UTILITIES	1,139.39	4,226.46	19,100.00	14,873.54	77.87%	3,651.14
BLDG & GRDS.	203.12	5,295.38	22,000.00	16,704.62	75.93%	3,811.80
GARBAGE SERVICE	323.00	1,179.00	3,000.00	1,821.00	60.70%	1,040.00
COLLECT DROP OFF	1,536.00	3,407.00	6,400.00	2,993.00	46.77%	2,175.00
OTHER CONTRACTED SERVICES	1,200.00	6,884.00	20,000.00	13,116.00	65.58%	5,846.00
PROC. SUPP.	6.27	3,782.78	7,000.00	3,217.22	45.96%	2,622.16

RECYCLING - PROC. & COLL. EXPENSES CONT.

DESCRIPTION	CURRENT MONTH	YEAR-TO-DATE	BUDGET	REMAINING BUDGET	2021-2022 YTD
MISC. SUPP.	-	-	300.00	300.00	100.00%
EQUIP. SUPP	1,257.31	12,935.39	25,000.00	12,064.61	48.26%
EQUIP REPAIRS	589.08	4,633.43	20,000.00	15,366.57	76.83%
TOOLS	(17.98)	298.09	300.00	1.91	0.64%
APPLIANCE DISPOSAL	-	-	1,000.00	1,000.00	100.00%
TELEPHONE	-	-	360.00	360.00	100.00%
REBATES	1,962.15	25,311.45	100,000.00	74,688.55	74.69%
SUB TOTAL	67,516.08	408,133.84	\$ 1,010,707.00	\$ 602,573.16	59.62%
TOTAL OPERATING EXPENSES	\$ 252,317.62	\$ 1,238,834.37	\$ 3,061,349.00	\$ 1,822,514.63	59.53%

CAPITAL IMPROVEMENTS & SPECIAL PROJECTS

DESCRIPTION	CURRENT MONTH	YEAR-TO-DATE	BUDGET	REMAINING BUDGET	
TIER I & II NMOC	\$ -	\$ 275.00	\$ -	\$ (275.00)	0.00%
EXPANSION PLAN PHASING	-	\$ 2,253.50	-	(2,253.50)	0.00%
WATERLINE JETTING-LEACHATE	9,862.50	\$ 9,862.50	-	(9,862.50)	0.00%
FENCING	-	\$ -	47,120.00	47,120.00	100.00%
GW SUMP2 TYLEMETRY UPGRADE	-	\$ -	12,600.00	12,600.00	100.00%
SCADA REPEATER	-	\$ -	5,000.00	5,000.00	100.00%
ROLL OFF CONTAINER	7,210.00	\$ 7,210.00	10,000.00	2,790.00	27.90%
DUMP TRAILER	-	\$ -	8,000.00	8,000.00	100.00%
COMPACTOR GPS	-	\$ -	23,000.00	23,000.00	100.00%
LOADER BUCKET	-	\$ 10,850.00	10,850.00	-	0.00%
RECYCLING BINS	-	\$ -	7,500.00	7,500.00	100.00%
CONVEYOR	-	\$ 11,500.00	27,000.00	15,500.00	57.41%
TOTAL CAPITAL IMPRVMT & SPEC	\$ 17,072.50	\$ 41,951.00	\$ 151,070.00	\$ 109,119.00	72.23%

REAPPROPRIATIONS FROM PRIOR YEARS BUDGET

LEACHATE FORCE MAIN	\$ -	\$ -	\$ 100,778.00	100,778.00	100.00%
ROLL-OFF CONTAINER	-	\$ 8,529.00	10,000.00	1,471.00	14.71%
TOTAL REAPPROPRIATIONS	\$ -	\$ 8,529.00	\$ 110,778.00	\$ 102,249.00	92.30%

OTHER DESIGNATED FUNDS

EQUIP REPLACEMENT	\$ -	\$ 168,291.29	\$ 500,000.00	\$ 331,708.71	66.34%
CELL CONSTRUCTION FUND	-	\$ -	125,000.00	125,000.00	100.00%
REMEDIATION/CLOSURE FUND	-	\$ -	250,000.00	250,000.00	100.00%
LEACHATE MANAGEMENT DEV.	-	\$ -	250,000.00	250,000.00	100.00%
FINANCIAL ASSURANCE	-	\$ -	55,000.00	55,000.00	100.00%
EQUIPMENT	-	\$ 13,514.39	-	-	0.00%
SUBTOTAL	-	\$ 181,805.68	1,180,000.00	1,011,708.71	85.74%
BOND PAYMENT	\$ -	\$ -	\$ 273,580.00	273,580.00	0.00%
TOTAL OTHER DESIGNATED FUND:	-	181,805.68	1,453,580.00	1,285,288.71	88.42%

RECYCLING CENTER UPDATE

November 2022

MATERIALS SHIPPED (ESTIMATED WEIGHTS)

Baled Plastic	28,120#	Loose News	89,240#
Steel Cans	- #	Baled Cardboard	304,340#
Alum. Cans	2,520#	Appliance Scrap	4,500#
Glass	29,940#		

Rebates - COMMERCIAL RECYCLING - \$0 rebate when OCC under \$40

65.05 tons cardboard @ \$0.00/ton = \$0
 1.2 tons cardboard @ \$0.00 = - \$0.00 (contaminated)
 27.46 tons cardboard @ \$0.00 = \$0 (Mt. Pleasant)
 0.6 tons cardboard @ \$0.00 (contaminated) = \$-0.00

Manned Drop off Program

City	Residents	Commercial
New London	55	24
Danville	22	8
Winfield	12	11
Morning Sun	26	14
Mediapolis	36	34
Mt. Pleasant	324	48

PULVERIZED GLASS SALES

<u>Current Month</u>	<u>Fiscal Year-to-date</u>
\$0.00	\$95.00

Per Ton Revenue for Recyclables

Date	Steel Cans	Aluminum Cans	Baled Plastic
Nov. 2021		980.00	160.00
Dec. 2021		960.00	120.00
Jan. 2022		1000.00	120.00
Feb. 2022	205.00	1000.00	120.00
March 2022		1100.00	260.00
April 2022		1100.00	260.00
May 2022	-		260.00
June 2022	200.00	1000.00	260.00
July 2022	-	1300.00	160.00
August 2022		1300.00	40.00
Sept. 2022		1260.00	40.00
Oct. 2022	-	1260.00	40.00
Nov. 2022	-		40.00

Date	OCC	Loose News	Appliance Scrap
Nov. 2021	185.00	130.00	155.00
Dec. 2021	170.00	115.00	155.00
Jan. 2022	165.00	115.00	120.00
Feb. 2022	160.00	115.00	160.00
March 2022	160.00	125.00	160.00
April 2022	160.00	125.00	160.00
May 2022	155.00	125.00	118.00
June 2022	155.00	125.00	98.00
July 2022	155.00	125.00	120.00
August 2022	135.00	120.00	100.00
Sept. 2022	95.00	90.00	85.00
Oct. 2022	55.00	30.00	80.00
Nov. 2022	35.00	10.00	70.00

Citizen Phone Calls
 Month: November 2022

Recycling Questions	
Residents stating they were missed	4
Collectors haven't been there yet	11
Holiday pick up questions/Insure collection day/Holiday? (i.e. is today my day?) (Snow/cold?)	48
Collection problems (see ntbk. For details; includes no bin, unwashed/unsorted/not out on time/non recyclables)	15
Sign up for recycling	10
Need a calendar	18
General recycling questions	38
Agency Questions	
HazChem Center questions (paints/chemicals/etc.)	10
E-Waste (cost, where to take, hours, etc.)	10
Swap Shop	0
Landfill (hours, address, phone, rates, etc.)	18
Recycled 2 You	3
Other (including: wrong #, rural bins, city garbage can, Redemption, city-rural cleanup, coyfd,)+ appl appts	42
Total phone calls received requesting information	227

Area Recyclers Recycling Program by Community for November 2022

Community	Pounds Curbside	Pounds Drop-off
Burlington	61,372	
Middletown	1,114	
Westwood	1,229	
Rome	196	
New London	5,760	
Mt. Pleasant	28,028	
Salem	1,855	
West Burlington	5,820	
Danville	1,984	
Winfield	5,381	
Mediapolis	4,983	
Morning Sun	2,800	
Rural Drop-offs		15,740
Recycling Center Drop-off		194,920
Commercial Accts.		182,920
Manned Drop-off		29,500
Total Pounds Curbside		122,321
Total Pounds Drop-off		423,080

HazChem Monthly Statistics - November 2022

Telephone Inquiries 58

Material Received from Residents

GRRWA	Residents	0
	Pounds	0
Henry Co.	Residents	3
	Pounds	336
DMC	Residents	11
	Pounds	796
Van Buren	Residents	0
	Pounds	0
Other	Residents	0
	Pounds	0

Material Received from CESQGs

Number Participating	0
Pounds	0

Mobile Events

Number Participating	0
Pounds received	0

Location of event

Swap Shop

Number of Customers	3
Weight In	302
Weight Out	177

Electronics from Residents

Number Participating	79
CRT Monitors	14
TVs	65
Other Electronics	568
HID Bulbs	0
Other Bulbs	51

Electronics from Businesses

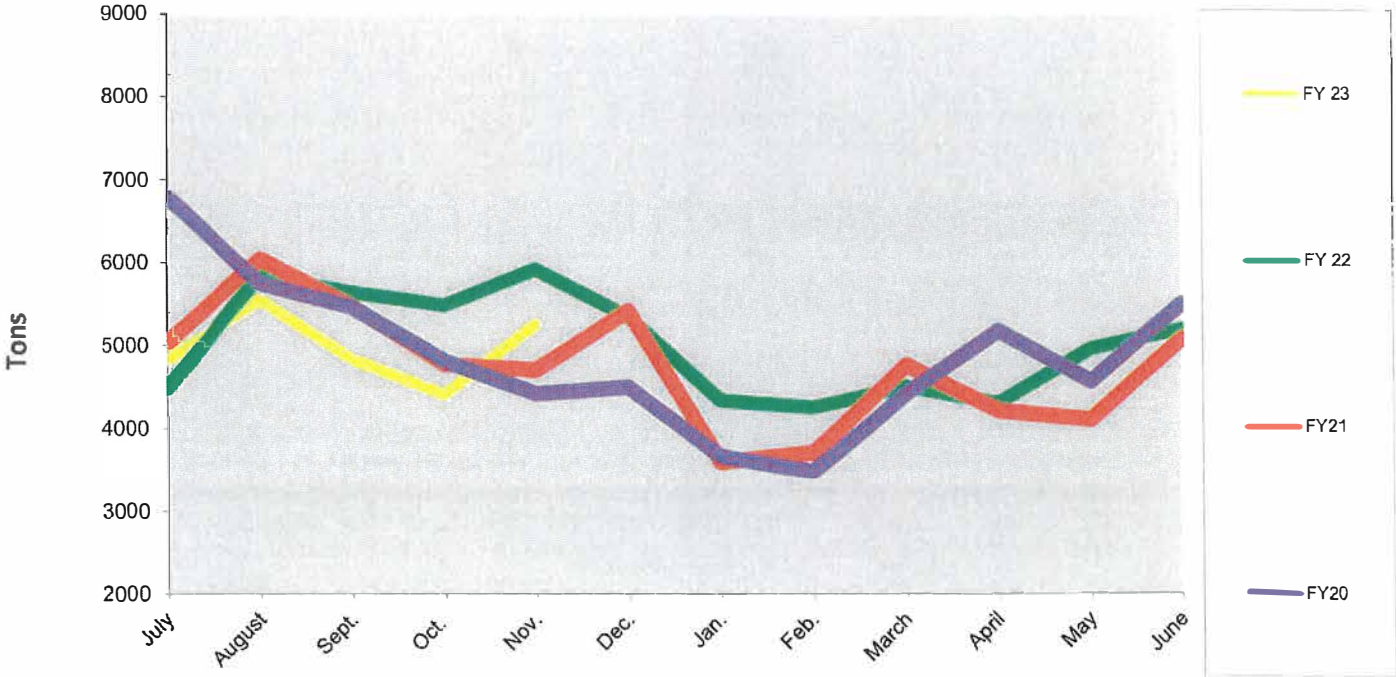
Number Participating	5
CRT Monitors	4
TVs	19
Other Electronics in lbs.	887
HID Bulbs	0
Other Bulbs	502

Landfill Personnel Hours

Explanation:

Metal Weight

TOTAL LANDFILL TONNAGE



November 2022

Meeting	Burl. 1	Burl. 2	Burl. 3	W. Burl.	Danville	New	Mepo	DMCo.	Mt.Pleasant	Winfield
Date										
2020	Jim	Don	Lynda			London				
January-20		X		X	X	X			X	X
** March-20	X	X		X		X	X		X	
May-20	X	X	X	X		X	X	X	X	X
July-20	No Meeting									
September-20			X	X		X	X	X	X	
November-20		X	X	X		X	X		X	X
**March 2020-Electronic meeting/vote to authorize Executive Committee										
Meeting	Burl. 1	Burl. 2	Burl. 3	W. Burl.	Danville	New	Mepo	DMCo.	Mt.Pleasant	Winfield
2021	Chad	Don	Lynda			London				
January-21	X	X		X		X	X		X	X
March-21	X	X	X	X		X		X	X	
May-21	X	X		X		X	X		X	X
July-21	X	X		X		X	X	X	X	X
September-21	X	X	X			X	X			X
Special Mtg.	X	X		X		X	X		X	X
November-21	X	X	X	X		X	X		X	X
Special Mtg.	X	X	X	X	X	X	X		X	X
Meeting	Burl. 1	Burl. 2	Burl. 3	W. Burl.	Danville	London	Mepo	DMCo.	Mt.Pleasant	Winfield
2022	Chad	Don	Lynda	Gregg	Jerry	Paul	Randy	Shane	Brent	Lisa
January-22	X	X		X	X	X	X		X	X
Special Mtg.	X	X		X	X	X	X		X	X
March-22	X	X		X	X	X			X	X
**Special Mtg. 3.22	X	X		X		X		X	X	X
Virtual 6/21/22		X		X		X	X		X	X
***Virtual 7/19/22		X		X		X	X	X		X
September-22	X	X		X	X	X	X	X	X	X
November-22	X	X		X	X	X	X		X	X

**Special Mtg-virtual meeting, vote on employment agreement

***Special Mtg-virtual, vote on equipment replacement purchases

Director's Report

December 20, 2022

Recycling Center

Staff – We have had a few staff changes. First, we have hired a new Foreman- Joel Mellinger. We have also hired a new office assistant- Kaci Morin, and a new PT Sorter/Collector- Kris Kolzow. Kris will start this week. Kaci will start after Jan. 1st. We are also looking for a FT Sorter/Collector.

Commodities- Commodity prices have stabilized but are still very low. Cardboard is currently at or around \$40/ton, which means we are not paying a rebate to our recycling partners since we keep the first \$40. Just six months ago we were rebating \$100/ton. Most have been understanding and we hope they will continue to deliver to us until prices begin to go up in the spring (we hope).

Conveyor system- We are anticipating the repairs and replacement will begin in January- we haven't scheduled a date but have been in contact.

Sewer Pump Station- We have had some trouble with our lift station going back a couple months. We've finally diagnosed it, and parts are ordered. I want to thank Don and Chad for helping us out with a Vac Truck to clean the pit out. We had used a contractor a couple of times, but they didn't do a great job and it was rather expensive.

ETC... I also want to thank Gregg and W. Burlington for helping us with a sump pump, to pump out our back dock to fix a drain. These connections help keep our budget in line and it's nice to foster this cooperation between our communities.

We did have a fender bender with our Skid Loader, which she asked about. The claim is still pending. My completely untrained guess is that it will be a "no fault" accident. A cardboard vendor was backing up and our skid loader backed into the pickup. Our skid loader operator appears to have done everything right- honked his horn before backing up and checked his mirrors.

We got the proposal for a new trailer. The budget is \$45,000 and the proposal came in at \$85,000+, due to increases in prices of hydraulics and paint (the last one cost \$71,000). We will have this on the next meeting agenda.

Landfill/HazChem Center

Excavator Bids- We are finalizing our specs for the new Excavator/Track Hoe. We hope to have bids from three vendors in January or February. They are currently 6 months out on delivery, which would see it delivered in the next budget year, which is when it's scheduled.

ICAP visit- The Risk manager from ICAP visited this week. She looked through our facility to give us feedback on what we could do to improve safety. She had no suggestions, but we are refocusing our efforts on wearing proper PPE.

Honda CRV has been giving warning lights for the last few months. After two visits to the dealer and close to \$800, I decided to get our landfill crew to look at it. It seems to run fine, but ALL of the warning lights come on. We believe we have identified the issue and hope to have it fixed next week when we have the parts and time to work on it.

Administration

Finance/HR- We are advertising for the full-time sorter/collector to start after January 1st. Carmie and I will be taking a look at the policies to get them updated by the beginning of the year.

Education- We have been doing quite a bit of messaging on social media and traditional media to educate about contamination in recycling. These couple weeks around the Holidays are our biggest and when we get the most contamination.

Budget- we are looking like we are on target with most of our budget. I will have a more detailed report in January, which would be half way through the budget year.

WEST BURLINGTON POLICE DEPARTMENT

WARNING

THIS VEHICLE IS IN VIOLATION OF CITY CODE SECTION 79.12.00,
WHICH PROHIBITS PARKING ON THE STREET DURING A DECLARED
SNOW EMERGENCY. THIS VIOLATION SHALL RESULT IN A FINE OF
\$50.00 AND BE SUBJECT TO TOW.

DATE	TIME <input type="checkbox"/> AM <input type="checkbox"/> PM	OFFICER	LICENSE
MAKE/MODEL/BODY STYLE		VIN	