

MINUTES
Kansas “Sunflower Chapter”
Solid Waste Association of North America

Date: February 19, 2009

Place: City Hall
 Alliance Room
 1st & Lincoln
 Chanute, Kansas

Mike Kukuk, President/IB Rep *	Mike Tabor, V. President*	Bill Ridge, Secretary *
Mark Witt, Treasurer	Mike Fraser, Director *	Dennis Degner, Director*
John Hawk, Director *	Kent Seyfried, Director/Road-E-O*	John Venneman, Host*

* indicates those in attendance.

1. **CALL TO ORDER**

The meeting was called to order by Mike K. at 10:34 AM.

2. **OFFICERS REPORTS**

- a. **Secretary:** Bill R. presented copies of the minutes of the last meeting on January 15, 2009 for review. Kent S. made a motion to accept the minutes as written. Mike F. seconded the motion. All voted in favor of motion.
- b. **Treasurer:** Mark W. was not present
- c. **IB Representative:** Mike K. reported he did not have any new information since our last meeting.
- d. **President:** Mike K. stated that he would not give a report in order to save time for the rest of meeting.

3. **COMMITTEE REPORTS**

- a. **Training:** The training involved the planning for the fall conference/training event. Dennis D. stated that because of the economic conditions that current state, county and city budgets will likely be tight, we need to keep our fees as reasonable as possible.
 We discussed an event that has three tracts: Haulers, Transfer Stations, and Landfills. We will not likely have a host site that has all three features available; therefore, we will have to improvise. The next event at Salina could include a field trip to McPherson in order to provide a tour of a transfer station. We discussed having the facility tours on a different day in the conference schedule. Some other conferences have the tour on the first day of a three day event. We have had the tours on the last day and maybe lost some participation. We considered timing the tour with certain events at the facility, i.e. visiting a landfill as a transfer trailer is being unloaded or a transfer station while the trailer is being loaded. We discuss how the tours would be handled to increase interest by tying landfill, HHW, packer trucks, etc. together in order to efficiently conduct the tours. We will need to check on the cost for buses. It was agreed to proceed with all three tracts.

Contract—we reviewed the past contract and spreadsheet of the activities. We questioned if this type of contract would apply to the current arrangement. John H. presented a draft of a Memorandum of Agreement. Dennis stated that there were two concerns: one KDHE wants to assure there will be operator training provided and if there were to be any funds transferred it would require a contract. We think that a contract/agreement can be made that will address these concerns and meet the needs of both parties. The main need for the contract is to the specific area of responsibility. We will continue to work on a contract/agreement that will work.

Mike F. stated that we need to expand the planning committee into the following manner:

Conference Chairman

Conference Sessions / Speakers--determine sessions, speakers, aids, room arrangements, etc.

Logistics – Site arrangements, hotel, meals, tours, transportation, a/v equipment, transportation, etc.

Registration – Information out, register, handle money, refunds, etc.

Vendor—this involves getting information out, taking care of vendors during events, raffles, etc.

Mike F. suggested having two co-chairmen of each of these areas.

We discussed the need to hire someone (executive secretary) to direct these activities. Mike F. stated that APWA does not hire a person to coordinate the conference, but rather they do it themselves. A committee of persons is given specific area of responsibility and it works well. This is a new venture for us and it would be questionable that we could hire someone and train in time to be helpful. This will take co-chairmen and good support to be successful.

Mike F. will identify the tasks, put into the four areas above and suggest co-chairmen for each area. He will forward to us by e-mail by Friday, Feb 27th. We can set up a conference call to discuss these items. We likely don't need an executive secretary now.

We received a proposal from the Holiday Inn in Salina for this conference. It looks good. We are setting Nov 4th and 5th for the conference and reserving rooms for the nights of Nov 3rd and 4th.

b. Road –E-O: Kent S. reported the Road-E-O is set for May 2nd at Olathe Public Works Facility and registrations are due by April 2nd for contestants and judges. He has the insurance in place. He has received Leavenworth's entries. All arrangements have been made at the service center. He has one maybe two sponsors to date. This year he plans to place sponsor's name on the T-shirts. Information and registration forms are on our web site. There will be information in the newsletter. The equipments for the event are being supplied by Olathe, so trucks from other entities will not be required.

c. Newsletter: Mike K. has e-mailed a request for stories from Kent S., Road-E-O; Mike T. the award that Seward County/ he received on use of landfill gas; and Mike F. on Roundtable events.

4. **OTHER BUSINESS**

We need to send officer's pictures for the web site to Mike T.

The National web site has been having trouble with accepting password and/or sign-on from members.

We are not aware of any funding available from the stimulus program for solid waste.

Student Scholarships—we need a system to accept applications and determine those to forward to National for a scholarship. It was suggested that we set up \$1000 - \$1500/ year for this purpose. This would result in two or three \$500 scholarships. The applications are due by end of May. John H. made a motion to offer two (2) scholarships for \$500 per year. Mike F. seconded the motion. Motion passed. We will post who is eligible and application on our web site. The committee to select the winners will be Mike F., Dennis D. and Bill R.

5. **Next Meeting**

The next meeting will be held at the "WORKS" Conference in Lindsborg. The date, time, and place of the meeting are to be announced at a later date.

6. **Adjournment**

Kent S. moved that the meeting be adjourned. Mike T. seconded the motion. All voted in favor. The meeting was adjourned at 12:19 PM.

Submitted to the Board by: Signed _____ 3/18/09 _____
 William Ridge, Secretary Date
 Kansas Sunflower Chapter, SWANA