

**AUDUBON COUNTY SOLID WASTE MANAGEMENT COMMISSION  
MEETING MINUTES**

**December 10, 2019 Transfer Station Scale House Members Present: Schmidt, Hoegh, Sornson, Thompson Member Absent: Blum Others Present: Janet Hansen**

5:00 P.M. Motion by Thompson to approve the agenda with the addition of 2018/2019 Budget Report, second by Sornson. All voted Aye.

Schmidt declared a conflict of interest regarding the expenditures.

Motion by Hoegh to approve the minutes of the previous meeting, second by Sornson. All voted Aye.

Motion by Sornson to approve the monthly expenditures, including transfer of funds from the Post Closure Fund Account, second by Hoegh. All voted Aye.

Director Hansen reviewed and discussed with the Commission the 2020/2021 Budget. Motion by Hoegh to approve the 2020/2021 Budget as presented, second by Thompson. All voted Aye.

Director Hansen advised the Commission that Windows 2007 was being discontinued, and that due to the age of the current computer, she recommended that they purchase a new one, from The Office Stop and have them transfer the software. Motion by Thompson to purchase a new CPU from The Office Stop, second by Sornson. All voted Aye.

Director Hansen advised that the Commission will need to get a credit card to pay for some necessary items in the future, unrelated to employee expenditures. Hansen stated that she has the application information for one with no annual fee, but that the Commission would need to decide who would be authorized to use it, and a dollar limit. After some discussion, motion by Thompson to table any action on a credit card at this time, second by Hoegh. All voted Aye.

Director Hansen gave an update on recycling marketed and accidental damage to a door.

Discussion on personnel, and duties to be done.

Director Hansen reviewed with the Commission the draft of the Auditors' Report for Fiscal Year 2018/2019. Motion by Thompson to approve the Auditors' Report for Fiscal Year 2018/2019 as presented, second by Sornson. All voted Aye. Motion by Sornson to sign the representation letter addressed to Olson, Muhlbauer & Co., L.L.P. concerning the audit, second by Hoegh. All voted Aye.

On behalf of the Commission, in recognition of her upcoming retirement, Chairperson Schmidt presented Director Hansen a cake, card and token of their appreciation for her 28 plus years of service to the Commission.

7:01 p.m. Motion by Thompson to adjourn, second by Sornson. All voted Aye.

Approved: \_\_\_\_\_ Attest: \_\_\_\_\_