

**Blue Hills Environmental Association, Inc.**  
**Board Meeting Minutes**  
**January 16, 2018**

**In Attendance:**

Paul Ramsey  
Robert Mackenzie  
Bruce Ray  
Spence Udall  
Ryan Patterson

Steve West – Conference Call  
Ferrin Crosby  
Ray Davis

**Item #1 - Welcome**

Paul Ramsey welcomed everyone and called the meeting to order at 7:04 a.m. on January 16, 2018.

**Item #2 – Approval of Minutes**

Paul asked if there were any questions for the minutes dated August 8, 2017 – no questions. Paul asked for a motion. Robert Mackenzie made a motion to approve the minutes of the August 8, 2017, board meeting. Spence Udall seconded the motion. Voting was unanimous.

**Item #3 – Discussion and Election of Blue Hills Environmental Officers**

Paul asked for nominations for officers. Spence made a motion to keep the officers the same. Ray stated that Blue Hills Environmental would need a new Vice President. Steve made a motion that Robert should be the Vice President. The motion was Paul Ramsey would be the President, Robert Mackenzie the Vice President and James Nelson as the Secretary. Spence seconded the motion. Voting was unanimous.

**Item #4 – Discussion of the Manager's Report**

Paul turned the time over to Ray. Ray gave an update on the landfill and progress with the methane wells and SCS. Ray stated nine new wells will be installed by SCS as the contractor. Ray reported that Blue Hills Environmental may need to drill a new water well, but the methane wells will be done first. Ray stated the customer report is holding steady, up a little bit from last January. Residential customers are up 92. Commercial customers are up 15. Ray talked about clean up dates. Steve and Bruce would like to have theirs on May 19, 2018. Paul asked if St Johns needed to have theirs on a different date? Ray stated that whatever day works for St Johns, Blue Hills Environmental is okay with. Ray reported Blue Hills Environmental has two loans out. One is for the CAT truck and the other is for the D8 dozer. No action needed.

#### **Item #5 – Discussion of the 2018 Budget**

Paul asked if anyone had any questions regarding the budget? Ray brought up a few issues. Ray talked about wages which were up a little due to a lot of overtime and that more sick time was used due to surgeries and illnesses. Ray reported engineering was high due to the methane wells needing to be done. Ray stated Blue Hills Environmental has paid for the work to get started. Ray discussed the scraper needing a new transmission and tires. Ray talked about the two loaders and engines in both and doing the undercarriage for the 2011 963 trackloader. No questions. No motions or actions needed.

#### **Item #6 – Discussion of Salary, Wages and Salary Survey**

Ray talked about the salary study that was done by Matt Weatherly from the Public Sector. Ray reported that he had Ryan Patterson help him with the salary schedule for Blue Hills Environmental. Some of the factors are to set a starting point, mid-range, and a maximum salary. Salary would be adjusted by the number of years in the position, as well as, time in the position at Blue Hills Environmental. Ray stated the number of years goes from 25 years to zero. Steve discussed Ray's salary and the time in his position and his range. Ryan reported that he had done some research and Blue Hills Environmental numbers were in-line for its area and he agreed with the public sector's range of salaries for Blue Hills Environmental employees. There was a discussion of how much the budget can stand as for as raises go. Steve discussed a COLA raise vs a salary adjustment. Ryan stated that the salary study would be in place for the future. Steve requested a matrix be done so employees can know where they will be in the future. Ray stated that he will work on a matrix and get one set up. Robert made a motion to approve the salary schedule. Spence seconded the motion. Voting was unanimous.

#### **Item #7– Discussion of Equipment for 2018**

Ray discussed the possibility of moving forward with the front load conversion for St Johns. Ray reported he will get numbers for containers and a front load truck for the next meeting. Ray also discussed the landfill shop and the need to relocate it to a better spot so it will be useful for the life of the landfill. Ray stated he will get numbers for a new shop and will report in July. No vote or action needed.

#### **Item #8 – Discussion of the Next Board Meeting**

Paul asked for any dates for the next Blue Hills Environmental board meeting. Ray stated it needed to be in July. Ray will set up meeting for early July.

#### **Item #9 – Adjournment**

Motion to adjourn was made by Spence, Robert seconded the motion. Voting was unanimous.