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INDIANA STATE  
ETHICS COMMISSION



ETHICS DISCLOSURE STATEMENT  
CONFLICTS OF INTEREST - DECISIONS AND VOTING  
State Form 55060 (R / 10-15)  
OFFICE OF THE INSPECTOR GENERAL  
IC 4-2-6-9

In accordance with IC 4-2-6-9, you must file your disclosure with the State Ethics Commission no later than seven (7) days after the conduct that gives rise to the conflict. You must also include a copy of the notification provided to your agency appointing authority and ethics officer when filing this disclosure. This disclosure will be posted on the Inspector General's website.

Name (last) LUTZ	Name (first) DORIS LUTZ	Name (middle) ALAN
Name of office or agency REPUBLIC SERVICES		Job title MANAGER, MUNICIPAL SALES
Address of office (number and street) 832 LANGSDALE AVE		City INDIANAPOLIS
Office telephone number (317) 716-4260	Office e-mail address (required) LUTZ@REPUBLICSERVICES.COM	
ZIP code 46202		

Describe the conflict of interest:

BUSINESS INTEREST/CONFLICT WITH CW RECYCLING LLC /  
STRATEGIC MATERIALS / VIGO COUNTY SWD / WARRICK COUNTY  
WASTE AND RECYCLING

Describe the screen established by your ethics officer: (Attach additional pages as needed.)

Area with horizontal dashed lines for describing the screen established by the ethics officer.

**AFFIRMATION**

Your signature below affirms that your disclosures on this form are true, complete, and correct to the best of your knowledge and belief. In addition to this form, you have attached a copy of your written disclosure to your agency appointing authority and ethics officer.

Signature of state officer, employee or special state appointee

*Craig Lutz*

Date signed (month, day, year)

November 1, 2023

Printed full name of state officer, employee or special state appointee

Craig Lutz

**FOR ETHICS OFFICER USE ONLY**

Your signature below affirms that you have reviewed this disclosure form and that it is true, complete, and correct to the best of your knowledge and belief. You also attest that your agency has implemented the screen described above.

Signature of ethics officer

*James French*

Date signed (month, day, year)

11/1/23

Printed full name of ethics officer

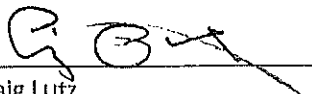
James French

**Protocol to Screen  
RMDB Member Craig Lutz  
from Any Matters Regarding CW Recycling, LLC, Strategic Materials, the Virgo County Solid  
Waste Management District, or the Warrick County Waste and Recycling Center**

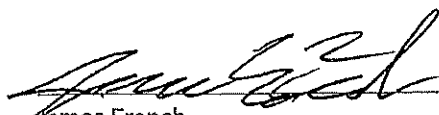
Mr. Craig Lutz sits on the Recycling Market Development Board ("the Board"). His current duties on the board include participating in the Board's grant program, where Mr. Lutz is involved in decisionmaking and voting.

Mr. Lutz currently has business relationships with CW Recycling, LLC, Strategic Materials, the Virgo County Solid Waste Management District, and the Warrick County Waste and Recycling Center (collectively, the "Parties"). Therefore, both IDEM and the Board will institute the following protocol to make sure Mr. Lutz is screened from any potential conflict of interest regarding proposals submitted by the Parties.

1. Mr. Lutz shall recuse himself from the portion of any meeting in which discussions specific to the Parties, or any of their clients or interests are discussed or are expected to be discussed.
2. Mr. Lutz shall not discuss any matter involving the Parties or their clients with any other IDEM employee or member of the Board.
3. Mr. Lutz shall not participate in decisions regarding or relating to the Parties or any of their clients.
4. Mr. Lutz shall not access any correspondence or files relating to or involving the Parties or their clients. Such documents, if not a matter of public record in IDEM's Virtual File Cabinet, shall be housed with the employee assigned to the matter or kept where Mr. Lutz does not have access to alter the documents.
5. Mr. Lutz shall immediately inform IDEM Ethics Officer James French if any provision of this screening protocol is violated.
6. Mr. Lutz shall follow IC 4-2-6-9(b) and file a written disclosure statement with the State Ethics Commission.
7. All signatories to this screening protocol shall review it within thirty (30) days from the date of the last signature to assure it has been followed and determine if the circumstances have changed to make the protocol no longer necessary.

  
\_\_\_\_\_  
Craig Lutz

10/26/2023  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
James French  
Ethics Officer  
Office of Legal Counsel

10/26/23  
\_\_\_\_\_  
Date



**Baker, Nathaniel P**

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**From:** French, James M <JFrench@idem.IN.gov>  
**Sent:** Thursday, November 2, 2023 2:55 PM  
**To:** Rockensuess, Brian  
**Subject:** IC 4-2-6-9 Conflicts of Interest Appointing Authority Notifications  
**Attachments:** Guerin Screen and Disclosure 2023.pdf; Hackman Screen and Disclosure 2023.pdf; Burrow Screen and Disclosure 2023.pdf; Lutz Screen and Disclosure 2023.pdf

Brian,

Four board members identified conflicts of interest relating to their involvement with the board's competitive grant process at last week's RMDB meeting:

- Bruce Burrow (Floyd County SWMD and Jackson County Highway Department);
- Terry Guerin (SER North America, Indiana Shingle Recycling, Jackson Highway, and Strategic Materials);
- Debbie Hackman (Jackson Highway, Warrick and Floyd County SWMDs); and
- Craig Lutz (CW Recycling, Strategic Materials, Virgo and Warrick County SWCDs)

All four have disclosed these conflicts to the ethics commission and all have had screening protocols put in place to ensure that the conflicts were avoided throughout the board's discussion of applications and awarding of grants (see attached). Let me know if you have any questions or need any further information.

This email serves as notification to the appointing authority per IC 4-2-6-9(b)(2)(D).

Best,  
Michael

**James Michael French**  
Attorney | IDEM  
Tel: (317) 234-2170  
Email: [jfrench@idem.in.gov](mailto:jfrench@idem.in.gov)

**\*\*\*PRIVILEGED AND CONFIDENTIAL\*\*\***

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