

Meeting Minutes
Mid-Missouri Solid Waste Management District Executive Board
Wednesday, March 14th, 2018 at 1:00 p.m.
City of Columbia – City Hall
3rd Floor Conference Room 3A
701 East Broadway, Columbia, MO 65201
OPEN MEETING

Members Present:

John Glavin	Osage County
Barbara Buffaloe	City of Columbia
M.L. Cauthon, III	Cooper County
Jeff Hoelscher	Cole County
Sherri Johnson	City of Jefferson
Chad Shoemaker	Audrain County
Tim Grenke	Boone County

Members Absent:

Greg Robinson	Moniteau County
Thad Yonke	Boone County Alt
J.C. Miller	Callaway County
Debra Miller	Howard County

Others Present:

Lelande Rehard	District Manager
Ramon Garza	District Secretary

1. Call to order and introductions

The meeting was called to order at 2:00 p.m. by M. L. Cauthon

2. Determination of quorum

It was determined there was a quorum.

3. Approval of agenda

Ms. Buffaloe moved to approve agenda as presented; seconded by Mr. Shoemaker. Unanimous voice vote of approval.

4. Approval of the minutes from the Executive Board Meeting of February 14, 2018

Mr. Glavin moved to approve the minutes as written; seconded by Ms. Johnson. Unanimous voice vote of approval.

5. District Manager's Report

1. District Grants / Final Reports:

Meetings/Site Visits:

Recycling Market Webinars – MMSWMD staff has been consuming as many webinars and articles about the effects of the ongoing China recycling standards as possible.

MDNR Solid Waste Forum – MDNR hosted a one day solid waste forum. The main topic of the forum was taking comments and suggestions for revisions to chapters 3 and 4 of the solid waste regulations which apply to the operation of landfills and transfer

stations. Landfill operators that MMSWMD staff have spoken to believe this is positive exercise as the regulations are old and do not accommodate changes in technology (GIS/GPS vs. older surveying techniques).

Russellville Dumpsite – The District Manager visited an illegal dumpsite across from the High School in Russellville. Cole County is working to remedy the site and is interested in support for diverting some the material on site. The property owners were not on site during the visit but from the road it looks like they were running a pallet and cardboard recycling collection businesses. The site is littered with ruined commercial cardboard bales and piles of wood pallets.

Columbia Independent School Waste Audit—MMSWMD and City of Columbia did a student led waste audit for CIS on March 5th. School staff and students will be meeting with administration to come with a plan to increase recycling. Currently the school would like to improve container recycling and reduce food waste which was higher per student than other audited schools.

Survey Draft – MMSWMD has submitted the final rough draft to ETC. ETC will send a final copy for staff to review before the survey goes live. Staff will prep press releases and provide a link to the online survey for organizations interested in sending it out.

2. Events:

Fix-it Fair – MMSWMD, City of Columbia, and Westlakes ACE Hardware partnered to hold our 2nd Fix-it Fair at the West Worley Westlake location in Columbia. We had 16 participants some with more than one item. We were also able to engage with a lot of passing customers. Our small appliance volunteers were busy but we still need to work on bringing in folks with textile and bike repairs.

3. Other business:

Lee Elementary School - Congratulations to Lee Elementary School which won the Keep America Beautiful Missouri Recycle Bowl.

Collection Event Planning Meeting – MMSWMD staff will be meeting with our partners to plan the 2018 University Collection event and begin thinking about the future of the event and other possible uses of the funds.

MDNR Vacancy – Jeff Heisler, the Solid Waste Management Program Section Chief overseeing the District program, has left MDNR to pursue another position. We do not know when his replacement will be selected.

4. Upcoming Meeting/Events:

Collection Event Planning Meeting

Executive Board Meeting: April, 11th 1 pm

6. Treasurer's Report and Approval of unaudited Bills:

For February 2018.

The Checking account reconciled balance is \$1000.00

The Administrative account balance is \$174,857.04

The District Grant account balance is \$305,983.73

Mr. Grenke moved to approve the Treasurer's report; seconded by Mr. Shoemaker. Unanimous voice vote of approval.

There were no reimbursements or transfers this meeting.

7. Budget/Bonus Point Discussion:

Proposed Bonus Point Changes for FY 2019

Priority 1 - Special Program Target Area (up to 40pts)

a. District wide benefit. Agree to serve at least **3 Counties** of MMSWMD during project period (**up to 20 pts**).

b. Improve waste management processing, production, collection or proper disposal of any one or combination of items listed in the Targeted Materials List (**up to 20 pts.**).

Priority 2 - Executive Board Priority (up to 25pts)

Must meet with MMSWMD District Manager or Executive Board to discuss what is a priority for the District.

Executive Board Priority

Must meet with MMSWMD District Manager and prepare to present project to Executive Board for a vote to be eligible for bonus points.

MMSWMD Staff Priority

MMSWMD staff determines that the project is a high priority for the MMSWMD. These points are awarded by staff and thus do not need to be argued for by the applicant.

Staff does not have a preference for how Priority 2 points are handled but does think that how and who awards them needs to be more clear.

Priority 3 - Identified Community Needs (up to 20pts)

- a. Should address a need formally identified by the community/ies it serves.
- b. Must provide a written endorsement from at least two (2) community/ies/community organizations.

Priority 4 - Providing Service to an Underserved Area (up to 20pts)

Providing a **waste diversion** service to area that currently does not have service. **This can include upgrading and service, for example, going from providing a recycling drop-off to providing the community with curbside recycling.** More clear definition of what is an underserved area. What is the area (city/county), what services?

Priority 5 - Education, Promotion, Market Development and Research (up to 25pts)

Project has been developed to increase diversion at an educational institution (requirement for an outreach part of the project), educate the public about waste diversion, promote waste diversion services, develop end markets for recovered materials, or research that could impact waste diversion. A letter of support from a school administrator with budgetary control required for schools pursuing projects to increase waste diversion on campus. Up to 15 for education institution.

Research and Market Development could also be broken into a separate priority bonus point category.

Proposed Budget Changes for FY 2019

Category	FY 2018	FY 2019	Justification
Audit	\$1,000	\$6,000	Bi-annual Audit
Survey	\$25,000	\$0	Move to Grants Allocation
Collections	\$25,000	\$15,000	We have reduced collections cost and seen a reduction in tonnage over the years, move to grant allocation.
Tire Round-up	\$5,000	\$5,000	No change
Sponsorships	\$6,000	\$5,000	Under Utilized
Education/Advertising	\$4,600	\$10,000	Respond to Survey results, increase usage of Sponsorships and waste audits.
Food	\$1,750	\$2,500	We are doing more events: waste audits, Fix-it Fair, Tours, etc.
HHW Training	\$1,000	\$1,500	Bring budget in line with quotes received in FY 2018

Staff will have a final draft of the changes at April meeting for Executive Board approval.

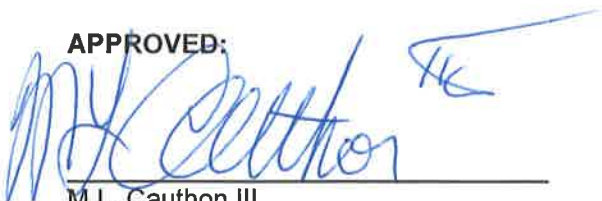
8. Other Business.

9. Adjourn

Ms. Buffaloe moved to Adjourn; seconded by Mr. Cauthon. Unanimous voice vote of approval.

The meeting adjourned at 3:14 p.m.

APPROVED:



M.L. Cauthon III
Chairman, MMSWMD Executive Board

Respectfully submitted,



Lelande Rehard
MMSWMD Manager