

Meeting Minutes  
Mid-Missouri Solid Waste Management District Executive Board  
Wednesday, April 11<sup>th</sup>, 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:**

J.C. Miller	Callaway County
Greg Robinson	Moniteau County
M.L. Cauthon, III	Cooper County
Chad Shoemaker	Audrain County
Barbara Buffaloe	City of Columbia
Thad Yonke	Boone County Alt
Jeff Hoelscher	Cole County
John Glavin	Osage County

**Members Absent:**

Sherri Johnson	City of Jefferson
Tim Grenke	Boone 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 1:02 p.m. by M. L. Cauthon

**2. Determination of quorum**

It was determined there was a quorum.

**3. Approval of agenda**

**Mr. Yonke 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 March 14, 2018**

**Mr. Yonke moved to approve the minutes as written; seconded by Ms. Buffaloe. Unanimous voice vote of approval.**

**5. District Manager's Report**

**1. District Grants / Final Reports:**

**Meetings/Site Visits:**

Food Bank Ribbon Cutting – MMSWMD staff, Board Members, MDNR staff, Columbia Chamber of Commerce members, and Food Bank staff celebrated the Food Bank's new refrigerated trailer with a ceremony and a few words. Participants were also able to take a brief tour of the Central Pantry.

Collection Event Meeting – MMSWMD staff met with the large collection event partners. Tentative data for the collection is set:

**Date: Saturday June 2nd, 2018**

**Time: 9am - 1pm**

**Location: Hearnese Parking Lot SG4/AN**

**Materials Accepted: Tires (no commercial tires/residents only), Electronics (including CRT Monitors), HHW  
Fees: \$2 per passenger tire (under 24") \$10 per tractor tire (over 24"), \$10 per CRT Monitor**

HHW Training – MMSWMD hosted an 8 hr. HHW training at the Fulton Fire Station. About 40 participants from the MMSWMD region attended. The training was developed by Gil Kaufman with Miles Fuels and was tailored to HHW. Participants seemed pleased with the training especially the hands on activities. MMSWMD staff sees a lot of value in Gil's training and will work with him to refine it for next year.

Osage High School – The district manager met with Republic staff, Region T staff and Osage High School staff to discuss holding a waste audit for the school and resources for implanting recycling district wide.

Grant Digitalization Meeting with MDNR – The district manager met with MDNR staff and planner's to discuss and plan the roll-out of Retrac for grant applications, not just reporting.

Rock Bridge Waste Audit – MMSWMD staff will be helping RBHS perform its second waste audit and compare results since the implementation of their grant project.

**2. Events:**

River Relief Clean-up Date Change – Due to inclement weather River Relief moved their so Osage River Clean-up event from April 7<sup>th</sup> to June 2<sup>nd</sup>.

**3. Other business:**

**4. Upcoming Meeting/Events:**

Executive Board Meeting: May 9<sup>th</sup>, 3pm

District Council: May 9<sup>th</sup>, 6-8pm

Collection Event: June 2<sup>nd</sup>, 9am-1pm

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

For March 2018.

The Checking account reconciled balance is \$1000.00

The Administrative account balance is \$174,885.78

The District Grant account balance is \$349,141.08

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

Reimbursements - \$9,058.04:

ETC Institute - \$9,000.00

Cameron Gehlert - \$58.04

**Mr. Shoemaker moved to approve the Reimbursements; seconded by Mr. Yonke. Unanimous voice vote of approval.**

Transfer of funds:

Administration:

Transfer \$9,058.04 to Checking

**Mr. Shoemaker moved to approve the Transfers; seconded by Mr. Yonke. Unanimous voice vote of approval.**

## 7. MORA Sponsorship Call

The Board recommended that Staff wait for a direct request from MORA.

## 8. Guidance Document – Proposed Changes for FY 2019

### Proposed Bonus Point Changes for FY 2019

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

- a. District wide benefit. Agree to serve at least 3 counties of MMSWMD during project period (up to 20 points).
- 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 points).

#### Priority 2 - Executive Board Priority (up to 25 points)

Must meet with MMSWMD District Manager and prepare to present project to Executive Board for a vote to be eligible for bonus points. Applicant must have completed preliminary application to present to the District Manager and Executive Board before pursuing Executive Board Priority bonus points.

#### Priority 3 - Identified Community Needs (up to 20 points)

- 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 20 points)

Providing a waste diversion service to area that currently does not have service. This can include upgrading a service, for example, going from providing a recycling drop-off to providing the community with curbside recycling. An underserved area is a city or county in which a waste diversion service is nonexistent or is available in a very limited manner.

#### Priority 5 - Education and Awareness (up to 25 points)

Project has been developed to increase diversion at an educational institution (up to 15 points for being a educational institution, up to 25 points if project includes outreach and education with student population). A letter of support from a school administrator with budgetary control is required for schools pursuing projects to increase waste diversion on campus. Projects that educate the public about waste diversion and/or local waste diversion services outside of schools are eligible for the entire 25 points.

#### Priority 6 Research and Market Development (up to 20 points)

Research that improves the collection, sale, and use of recycled commodities. Development of new end markets for materials collected in Missouri.

**Mr. Yonke moved to approve the Guidance Document changes for FY 2019; seconded by Mr. Hoelscher. Unanimous voice vote of approval.**

### 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

Board was requesting Staff to research a special collection event for some of the Agricultural wastes that are generated in Region H. Perhaps that would justify a modification to the budget, will be revisited at May meeting.

**9. Other Business.**

**10. Adjourn**

**Mr. Shoemaker moved to Adjourn; seconded by Mr. Yonke. Unanimous voice vote of approval.**

**The meeting adjourned at 1:55 p.m.**

**APPROVED:**



M.L. Cauthon III  
Chairman, MMSWMD Executive Board

Respectfully submitted,



Lelande Rehard  
MMSWMD Manager