

Minutes of Meeting
Mid-Missouri Solid Waste Management District Advisory Board
Wednesday, April 19, 2017, 1:00 p.m. "Open Meeting"
City of Columbia City Hall
701 E. Broadway, Conference Room 1A, Columbia, MO 65201

Members Present:

Kim McCulloch	City of Columbia
M.L. Cauthon, III	Cooper County
Thad Yonke	Boone County Alt
J.C. Miller	Callaway County
Jon. Glavin	Osage County
Marte Krehbiel	Republic Services
Mr. Robinson	Moniteau County
Chad Shoemaker	Audrain County
Angie Gehlert	Missouri Recycling Association
Marna Williams	Moniteau County
Howard McMillan	Howard County
Lauren Henry	City of Jefferson
Gayla Neumeyer	At Large

Members Absent:

Mr. Grenke	Boone County
Debra Miller	Howard County
Jeff Hoelscher	Cole County

Others Present:

Lelande Rehard, District Manager
Ramon Garza, District Secretary
Sean Lander, Space Shark Studios
Nick Huddleston, IMS, LLC
Charles Bone, 3M Company

1. Call to order and introductions

The meeting was called to order at 1:03 p.m. by Chair, Mr. Yonke

2. Determination of quorum

It was determined there was a quorum.

3. Approval of agenda

Modification to agenda under other business, to include additional discussion changes changes and modifications to grant cycle for next year.

Ms. Henry moved to approve the agenda as presented; seconded by Ms. Gehlert. Unanimous voice vote of approval.

4. Approval of the minutes from the Executive Board Meeting of March 8, 2017

Modification to minutes from 3/18/2017 to correct Commisioner Groves to Commissioner Hoelscher. Mr. Groves had retired.

Ms. Henry moved to approve the minutes as presented; seconded by Mr. Shoemaker. Unanimous voice vote of approval.

5. Review of scoring process for the FY 2017 Applications and funding levels.

Mr. Yonke gave an overview the function of the Advisory Committee and its relationship with the Executive Board. The Committee was appointed by the Executive Board to review and score any grant requests that were submitted and make a recommendation of funding. Mr. Yonke went on to explain that in the category of Project Efficiency (cost/benefit), the weighted average has to be below, or in this case equal, to a certain amount in order to score it with more than four

points. Once District Staff receives a grant submission, it is reviewed and identified as to whether or not it can have a score higher than four.

Eight small grant requests were received. The total amount requested in this round is \$37,272.90. Mr. Yonke stated that there is \$50,000.00 to award this round. He mentioned that we have more funding than grants, so we can potentially fund all. He then reminded the Committee that the total score on a grant needs to be 200 or higher to qualify for recommendation of funding to the Executive Board. After discussing each grant request, scoring will be done individually. Following this and a group discussion, it will be determined collectively as to whether or not to award bonus points and/or deductions from the total and what those numbers should be. During Staff review of the grant, recommendations are given and the Advisory Committee will take these into consideration when making their decision.

Mr. Yonke reminded the committee that by scoring a grant, it is an affirmation that the member has read the grant and believes, in their opinion, that by giving a score to a grant and potentially funding it, they are affirming that it will not significantly adversely impact any operation within the District. Mr. Yonke explained that this is a concern of MDNR, and the District has chosen to address their concern in this manner. Committee members would need to abstain from scoring a grant if there is a conflict of interest.

6. Discussion and scoring of FY 2017 District Grant Applications Round 3 (eight small grant applications have been submitted)

H-17-09	Space Shark Studios	WasteCraft stealth learning game
Grant Request: \$5,000.00	Match: \$10,800.00	Total Project: \$15,800.00
Past MMSWMD Grants: None		
Project Diversion: None. This project is targeting prevention in terms of education.		
Grant project cost benefit: None.		

Most existing games on this subject matter focus on recyclable materials and sorting, there has not been a game that addresses the appropriate handling of household refuse items that are not recyclable in the traditional sense. WasteCraft is a player survival game that educates its users by rewarding them for proper collection and refinement/recycling of normal household waste and turning improperly processed materials into enemy combatants that will damage the player's encampment.

If funded, Space Shark Studios will complete WasteCraft within a 9-month timeline with a release date of March 2018. It will be provided free of cost to educational institutions and promoted through municipal news sources. The initial target is Columbia Public Schools. The software will be distributed by the Steam platform. A tablet version is also planned pending demand.

During development, Space Shark Studios will be utilizing Alpha and Beta player testing protocols in order to get feedback from actual users. Once complete, the software will present players with a survey on completion that asks players if they will be changing their waste disposal behaviors as well as if this game improved their understanding of proper disposal of materials. That survey data will be provided to MMSWMD on an annual (or semi-annual) basis.

Not Eligible for Bonus.

Deductions: None

****Discussion:** Mr. Yonke noted that their total project cost exceeds the maximum allowable for the small grant round, his analysis concluded that this subgrantee is in charge of their own cost, so they probably just needed to adjust their hourly rate to correct for this error. Could potentially be a deduction.

Mr. Shoemaker asked about making it mobile platform ready, cost associated? Mr. Lander said it would be in the neighborhood of \$3 to \$4 thousand additional dollars. Mr. Yonke said that funding this way could allow for supplemental grant to add on for funding to complete that upgrade.

Mr. Yonke suggested that this project qualified for the category #3 "Identify Community Need" bonus points (up to 20), and also recommended that there be a deduction of 10 points for the budgeting error.

Ms. Henry moved to approve the 10 bonus point net, Ms. Gehlert seconded. Unanimous voice vote of approval.

H-17-10	Rock Bridge High School	RBHS Recycling Regime Overhaul
Grant Request: \$4,952.50	Match: \$5,540.60	Total Project: \$10,493.10
Past MMSWMD Grants: None		
Project Diversion is BELOW the weighted average standard of about \$150.00/ton.		
Grant project cost benefit: 5.32 tons or \$87.59/ton		

Rock Bridge High School is taking steps to update and revitalize their internal recycling process. After conducting a waste audit, they saw the need for additional recycling can locations and education for the student body. A recycling committee, comprised of 25 students, has already been formed. This committee will provide more than sufficient labor for the project.

If funded, RBHS will purchase the containers and bags to revamp the existing system and begin the education programs for the students. They estimate that they can increase their diversion rates from 13% to as much as 80%. School administration has committed to purchasing bags after the grant period and the school already has City of Columbia dumpsters and roll carts that are currently being underutilized.

Eligible for Bonus Priority #2 (up to 25 pts) District Manger Priority: Have met with Mr. Rehard on this proposal and he has assured that this is a priority for MMSWMD.

Eligible for Bonus Priority #3 (up to 20 pts) Identified Community Needs: One letter from City of Columbia Community Development Department has been received.

Eligible for Bonus Priority #5 (up to 15 pts) School Recycling Enhancement: A project that has been developed to increase diversion from an educational institution. A letter of support from school administrator with budgetary control required.

Deductions: None

****Discussion:** Only one letter of support would reduce the Community Need bonus to 10 points.

Ms. Neumeyer moved to award 50 points (Cat#2-25, Cat#3-10, Cat#5-15), Mr. Shoemaker seconded. Unanimous voice vote approval.

H-17-11	River Relief, Inc.	Boonville, Missouri River Clean-up
Grant Request: \$5,000.00	Match: \$9,859.20	Total Project: \$14,859.20
Past MMSWMD Grants: 10 grants awarded, \$93,734.68; total amount spent \$69,120.94		
Project Diversion is BELOW the weighted average standard of about \$150.00/ton.		
Grant project cost benefit: 4.85 tons or \$146.91/ton		

River Relief is coordinating a one day river clean up that will span five miles of the Missouri River with locations in Howard, Cooper, and Boone County. They have come to MMSWMD asking for financial assistance for this project.

If funded, the grant will pay for coordination, boat usage with crew. Volunteers will remove trash, plastic, aluminum, glass, tires, appliances, etc. from the river and dispose/recycle collected items responsibly.

Eligible for Bonus Priority #3 (up to 20 pts) Identified Community Needs: Four letters of support received: City of Boonville, Alliance Water Resources, Missouri Department of Conservation, and Boonslick Heartland YMCA.

Deductions: None.

Comments: Amount of Match listed on page 2 is \$9,959.20. On page 3, it is listed as \$9,859.20.

****Discussion:** Ms. Neumeyer recommended that this also qualify for Category #1 Special Targets/District-Wide for covering 3 counties as well as targeted materials. (40pts.)

Ms. McCulloch moved to approve 60 total points, Ms. Williams seconded. Unanimous voice vote of approval.

H-17-12 3M Company Polyurethane Foam Baler
Grant Request: \$5,000.00 Match: \$7,270.00 Total Project: \$12,270.00
Past MMSWMD Grants: 1 grant awarded, \$5,000.00; total amount spent \$5,000.00
Project Diversion is **BELOW** the weighted average standard of about \$500.00/ton.
Grant project cost benefit: 9.31 tons or \$134.26/ton

If funded, 3M would purchase and install a vertical baler to recycle Polyurethane Foam in house. 3M expects program income to be generated from the sale of the PF bales at about \$1490/annually, with an additional savings of \$484/annually for Landfill diversion.

Bonus Points: None

Deductions: None

H-17-13 Missouri Recycling Association 2017 MORA Conference Zero Waste Training
Grant Request: \$4,822.00 Match: \$1,650.00 Total Project: \$6,472.00
Past MMSWMD Grants: 1 grant awarded, \$4,927.00; total amount spent \$4,927.00
Project Diversion: None. 6 hour training course at conference.
Grant project cost benefit: None.

The Missouri Recycling Association (MORA) is requesting grant funds to offer a 6 hour zero waste training to take place on August 8th, 2017, the day before the MORA conference. Funds will cover the cost of the Zero Waste trainer's fee, equipment rental, and accommodations.

Eligible for Bonus Priority #1 (up to 40 pts) Special Targets: MORA's 75% Recycling Campaign targets many materials that are on the Region H list such as Construction and Demolition debris, Organics and e-scrap while also targeting HHW materials like Textile and Paint.

Deductions: None

Ms. Henry moved to approve 40 point bonus, second from Mr. Miller. Ms. Gehlert abstaining. Unanimous voice vote of approval.

H-17-14 City of Centralia, Missouri Bin Missing You: Roll-off Recycling Bin
Grant Request: \$5,000.00 Match: \$2,837.55 Total Project: \$7,837.55
Past MMSWMD Grants: 2 grants awarded, \$9,950.00; total amount spent \$8,165.03
Project Diversion is **BELOW** the weighted average standard of about \$250.00/ton.
Grant project cost benefit: 10.5 tons or \$164.29/ton

The City of Centralia is requesting funds to re-institute the drop off recycling container that has been absent for the last 10 years. This container would be added to the Boone County recycling program and it would be serviced exclusively by the City of Columbia as per their cost structure. This container would replace the existing 1 cubic yard bag program which is cumbersome and not sustainable due to difficulty sourcing bags. The City of Centralia is willing to pay the costs associated with the service and tonnage fees because they believe it will be less than current expenditures. \$141.35/pull fee plus \$45.76/ton.

A citizen survey was completed in 2015 which showed that a recycling drop off would increase the amount of citizens who recycled in their households.

Deductions: None

****Discussion:** Mr. Shoemaker and Ms. Henry recommended that it qualify for Category #3, Identified Community Needs (15 pts).

Ms. Henry moved to award 15 points for bonus, Mr. Shoemaker seconded. Mr. Yonke abstaining. Unanimous voice vote of approval.

H-17-15	IMS, LLC	Document Collection Carts
Grant Request: \$3,749.20	Match: \$1,249.75	Total Project: \$4,998.95
Past MMSWMD Grants: 2 grants awarded, \$15,936.25; total amount spent \$13,195.76		
Project Diversion is EQUAL the weighted average standard of about \$50.00/ton.		
Grant project cost benefit: 150 tons or \$50.00/ton		

IMS is a safe and secure way for state and local governments, schools, and private companies to manage their document disposal. IMS provides services to collect, shred, and recycle paper.

If funded, IMS will purchase locking roll carts and provide them to new and existing businesses. They keep sensitive documents secure while at the business, during transport to IMS, and while awaiting the shred process. Contents are only accessible by authorized personnel.

Bonus and/or Deductions: None

H-17-16	IMS, LLC	Collection Consoles
Grant Request: \$3,749.20	Match: \$1,249.75	Total Project: \$4,998.95
Past MMSWMD Grants: 4 grants awarded, \$15,936.25; total amount spent \$13,195.76		
Project Diversion is EQUAL the weighted average standard of about \$50.00/ton.		
Grant project cost benefit: 120 tons or \$50.00/ton		

IMS is a safe and secure way for state and local governments, schools, and private companies to manage their document disposal. IMS provides services to collect, shred, and recycle paper.

If funded, IMS will purchase locking consoles and provide them to new and existing businesses. They keep sensitive documents secure while at the business, during transport to IMS, and while awaiting the shred process. Contents are only accessible by authorized personnel.

Bonus and/or Deductions: None

7. Recommendations for funding FY2017 Round 3

Mr. Yonke reviewed the results of the scoring. The grants scored in the following ranking:

1. Missouri River Relief (Boonville, MO River Clean-up): 368 points
2. Missouri Recycling Association (2017 Zero Waste Training): 341 points
3. City of Centralia, MO (Bin Missing You: Roll-off Recycling Bin): 327 points (327.36 actual)
4. Rock Bridge High School (RBHS Recycling Regime Overhaul): 327 points (326.5 actual)
5. 3M Company (Polyurethane Foam Baler): 297 points
6. Tied: a. IMS, LLC. (Collection Carts): 266 points
b. IMS, LLC. (Collection Consoles): 266 points
8. Space Shark Studios (WasteCraft game): 254 points.

Ms. Henry moved to approve the ranking and to recommend funding in that order, seconded by Mr. Shoemaker. Unanimous voice vote of approval.

8. Other business

-Large grants have been approved and will begin this summer.

-For next year, DM is recommending moving to only 2 rounds of funding. Small and Large. Expanding small grant funding limits to \$10,000 of grant funding with a project maximum of \$30,000. All other protocols would remain. Left over funding from the \$50,000 allocation will roll over into the large grant round. Large grant round will remain unchanged otherwise. The goal is to draw more interest in the small grant program.

-Including in the next meeting, a more detailed description on the bonus point categories.

9. Meeting dates for 2018:

October 18, 2017 for small grants.

January 17, 2018 for large grants.

10. Adjourn:

Ms. Henry moved to Adjourn; seconded by Mr. Glavin. Unanimous voice vote of approval.

The meeting adjourned at 3:17 p.m.

APPROVED:

Respectfully submitted,


Lauren Henry
Chairman, MMSWMD Executive Board


THADDEUS YONKE
FOR


Lelande Rehard
MMSWMD Manager