

Minutes of Meeting
Mid-Missouri Solid Waste Management District Executive Board
Wednesday, February 8, 2017, 1:00 p.m. "Open Meeting"
City Building, 3rd Floor Conference Room A, Columbia, MO

Members Present:

Kim McCulloch	City of Columbia		
M.L. Cauthon, III	Cooper County		
Lauren Henry	City of Jefferson	Jeff Hoelscher	Cole County
Debra Miller	Howard County	Thad Yonke	Boone County Alt.
J.C. Miller	Callaway County	Chad Shoemaker	Audrain County

Members Absent:

Mr. Robison	Moniteau County
Mr. Glavin	Osage County
Mr. Grenke	Boone County

Others Present:

Lelande Rehard, District Manager

1. Call to order and introductions

The meeting was called to order at 1:00 p.m. by Chair, Lauren Henry

2. Determination of quorum

It was determined there was a quorum.

3. Approval of agenda

Mr. Yonke moved to approve the agenda as presented; seconded by Mr. Miller. Unanimous voice vote of approval.

4. Approval of the minutes from the Executive Board Meeting of January 11, 2017

Mr. Cauthon moved to approve the minutes as presented; seconded by Mr. Miller. Unanimous voice vote of approval.

5. District Managers Report

1. District Grants / Final Reports:

FAA Amendment: Grant# 2015013: Apartment Recycling Drop-off Bins. Subgrantee has noted the roll-offs for this project have not been purchased. Current PM took over this project after the grant was approved and assumed the reporting responsibility. The City of Columbia would like to request an extension allowing them to purchase roll-offs and allow time for proper reporting. Asking for 12 months.

Mr. Yonke moved to approve the amendment as presented; seconded by Mr. Cauthon. Unanimous voice vote of approval with Ms. McCulloch abstaining.

FAA Amendment: Grant# 2016004: Collection Consoles. Subgrantee would like a three month extension to allow time for the project to meet its diversion goal.

Mr. Yonke moved to approve the amendment as presented; seconded by Mr. Cauthon. Unanimous voice vote of approval.

2. Meetings/Site Visits:

Boonville – District Manager met with City of Boonville staff to discuss a Cooper County HHW/Tire/E-waste Collection Event. The event is scheduled for March 25th from 12-4 pm at the Boonville Public Works Facility.

Endless Options – District Manager met with EO staff to discuss small grant ideas and a potential large grant for foam recycling.

Fulton/CRC – District Manager met with City of Fulton and the Callaway County Commissioner Gary Jungermann to discuss FY 2018 issues and potential changes and strategies for re-opening a recycling drop-off in Callaway County. District Manager also met with Callaway Recycling Center to check-in, discuss use of MMSWMD forklift, and discuss small grants.

Mini Balers – District Manager met with MU staff at Chick-fil-A to learn about their mini-baler and how such equipment could be used for campus facilities.

MORA – District Manager attended the MORA membership semi-annual meeting in Holts Summit. Speakers included presentations and discussions concerning CRT monitors and new uses for recycled tires.

SWAB – District Manager attended SWAB meeting. The main topic was a presentation by City of Branson staff and Region N staff and businesses. They are interested in addressing the Districts' funding formula and are seeking traction to find a more equitable funding formula.

Rock Bridge High School – The District Manager and City of Columbia are working with a group of Rock Bridge students to expand recycling in the school.

3. Events:

4. Other business:

Hiring – The MMSWMD Administrative Technician position is currently open.

M&W Transfer Station – MDNR has received M&W's Transfer Station application. A public hearing can be requested if desired by any of the board members.

6. Treasurer's report and approval of bills

Treasurer, Commissioner Hoelscher presented the Treasurer's Report for September 2016.

The Checking account reconciled balance is \$1000.00

The Administrative account balance is \$157,960.26

The District Grant account balance is \$483,536.70

Reimbursements: \$987.50

Mr. Yonke moved to approve the Treasurer's Report; seconded by Mr. Cauthon. Unanimous voice vote of approval with Ms. McCulloch abstaining.

7. Approve FY2017 District Grant Round 2 award amounts and authorizing the Executive Board Chair to enter into agreements with each of the grant recipients named (copy of unapproved Advisory Committee minutes, summary of grant applications, and aggregate ranking sheet enclosed).

Mr. Rehard went over the scoring sheet. There were 6 applicants with a total ask of \$310,000 and all scored above the 200 point threshold. The board has \$ available to this round of grant funding. The large carryover is the result of multiple grants coming in under budget. The District Manager recommended spending down carryover and keeping a small cushion that would build after more grants close under budget. The cushion will allow the District to stretch its allocation should multiple high quality grants come forward again next year. The District Manager reviewed each of the grants:

H-17-03 City of Columbia	Commercial Mini Cardboard Baler
Grant Request: \$30,462.66	Match: \$10,166.23 Total Project: \$40,628.89

Downtown recycling for residents and businesses is challenging. In many cases, there isn't enough room for a roll-off to be placed and businesses may have to walk their cardboard a block or two to recycle it. If that wasn't enough of a barrier to encourage commercial recycling, the growth of student housing has caused an overflow in existing recycling roll-offs. The City of Columbia has found a solution to overflowing roll-offs and to boost their stagnant commercial recycling rates.

If funded, the City will purchase eight (8) mini commercial cardboard balers. These balers do not take up much space and would offer businesses an alternative to their current recycling practices. The City has set parameters to measure whether a business qualifies to have a baler installed.

Once installed, city staff will provide operational instructions and training on how to use the baler. The business will bale their cardboard and mixed fiber and store it until they've run out of space. Upon being contacted, the Columbia's Solid Waste Department would pick-up the bales for recycling.

H-17-04 University of MO	Bringing Recycling Home: Internalizing the Process	
Grant Request: \$100,000.00	Match: \$76,631.16	Total Project: \$176,631.16

The University of Missouri is taking steps to organize and implement an internal recycling process for mixed paper. They would like to progress to the point they can eliminate the City of Columbia and their pick-up services. This will avoid increasing collection fees and generate revenue from materials collected. The internal collection processes will also offer an educational opportunity for students and staff.

If funded, MU will purchase a baler with conveyor that will be installed in their Resource Recovery Center. They will also acquire 96 gallon roll carts from the City of Columbia. MU will collect and bale paper from campus offices and store them until there is enough for a pick-up. A commodity vendor will retrieve the bales and pay MU the current market rate per ton. The project will be self-sustaining, with long term benefits. It's projected that at least one full time employee will be added as a result of in house recycling.

H-17-05 Boonslick Industries	Targeted Collection of Plastic Bottle Waste at Schools	
Grant Request: \$23,378.10	Match: \$11,610.72	Total Project: \$34,988.82

Boonslick Industries (BII) has recognized a need for beverage container recycling at school district sporting venues throughout Region H. Many sporting events operate concession stands and beverages sold are mainly in plastic bottles. If there was an outlet for athletes and patrons to dispose of these recyclables, a great deal could be diverted from the landfill.

If funded, BII would like to purchase (178) Big Bottle Recyclers to be placed in and around ball fields, tennis courts, locker rooms, gymnasiums, etc. With the Big Bottle Recycler looking like a large plastic soda bottle, it's easy to recognize its purpose. BII feels them pursuing this request in lieu of the individual school districts would help give them incentive to participate. BII will, of course, be the one to collect and process the material when a pick-up is needed.

H-17-06 IMS	Auto-Tie Baler for Office Paper	
Grant Request: \$57,750.00	Match: \$19,190.00	Total Project: \$76,700.00

IMS has steadily grown their clientele since 2008. Additionally, they currently hold a one year contract with the State of Missouri for shredding and recycling services.

If funded, IMS would like to purchase an auto-tie baler to replace their manual-tie baler. The manual-tie baler will move to baling cardboard, while the auto-tie will be used for paper products. Obtaining an auto-tie baler will allow IMS to increase the speed of the process and reduce the labor associated in manually tying. They anticipate a 20% increase in productivity and diversion.

H-17-07 Willow Fork Pallet	Mulch Loading Equipment	
Grant Request: \$33,750.00	Match: \$11,250.00	Total Project: \$45,000.00

Willow Fork Pallet (WFP) is in the business of building, selling and repairing pallets. They also mulch the leftover pallet material into mulch. It is colorized, bagged, and sold at local retailers. They have identified several ways to gather plenty of wood scrap to produce the volume of mulch they do.

WFP currently uses a small skid steer to load waste into the mulcher for processing then moving the completed product for bagging. This equipment limits the amount of waste that can be moved at a time.

If funded WFP would purchase two larger wheel loaders allowing them to move more material at a time, thus increasing production and reducing the time it takes to complete a bag of mulch for sale.

H-17-08 Food Bank for Central and NE MO	Large-Capacity Mobile Produce and Perishables Cooler	
Grant Request: \$65,583.50	Match: \$21,861.50	Total Project: \$87,445.00

The Food Bank for Central and Northeast Missouri is looking to accomplish four things:

1. Reduce the amount of food waste produced at Central Pantry

2. Decrease food waste in The Food Bank's warehouse
3. Decrease food waste at local grocery stores, restaurants, and farmers markets
4. Increase the amount and quality of healthy, fresh foods

Due to lack of cool storage space, The Food Bank produces approximately 1,500 pounds of food waste per week. They have formulated a plan to create more cool storage space allowing them to reach their four goals.

If awarded, the applicant will purchase a 53-foot refrigerated trailer that will be parked outside Central Pantry. This trailer will allow for an additional 12,000 to 15,000 pounds of food refrigerated at a time.

In addition to the refrigerated trailer, The Food Bank will give it an upgrade and install an Airocide unit. This unit will extend the shelf life of stored produce by up to five days. It breaks down naturally occurring molds and biological gases and converts it to water vapor.

This trailer will also be mobile and be used to pick-up large produce shipments in Moberly once a week.

Mr. Yonke moved to approve funding round 2 grants: \$30,462.66 to the City of Columbia, \$100,000.00 to University of Missouri, \$23,378.10 to Boonslick Industries, \$57,750.00 to IMS, \$33,750 to Willow Fork Pallet and \$65,583.50 to Food Bank for Central and NE MO; seconded by Mr. Hoelscher. Unanimous voice vote of approval with Ms. McCulloch abstaining.

8. Authorize MMSWMD Sponsorship to Harold's Doughnuts allowing them to increase their recycling efforts.

The District Manager explained the Harold's, a very popular donut shop in Columbia, is asking for \$382.99 to purchase recycling containers and integrated cart. Harold's will provide education signage and materials approved by the City Columbia regarding recycling in the City.

Ms. Henry moved to approve funding Harold's Sponsorship request of \$382.99; seconded by Mr. Yonke. Unanimous voice vote of approval.

9. Updating MMSWMD Guidance Document to encourage funding cooperation between Districts.

Mr. Rehard explained that regardless of discussion concerning the funding formula for districts it is undeniable that some districts are unable to pursue viable projects because of funding restrictions. Further, there does not seem to be much incentive or interest in pursuing joint projects. Ms. Henry asked the District Manager to examine what if any barrier exist within the MMSWMD rule an by-laws that would prohibit or discourage the board from funding projects benefiting other districts or benefiting research projects. There is nothing explicit in the district's by-laws or guidance document that creates a barrier and MDNR does have language for how joint projects should be funded. The District Manager did suggest that a bonus point category could be created to encourage these types of projects. Mr. Rehard mentioned that sponsoring the MORA conference and helping fund Missouri S&T's scrap tire research have a statewide impact and would be worthy funding opportunities for the District. Mr. Yonke had some reservations about using bonus points for applicants outside the district but thought it might be a good idea for research projects. Mr. Rehard agreed and asked if removing the match for research projects would also be beneficial. Mr. Yonke, Mr. Shoemaker, and Mr. Cauthon argued it was especially important to maintain the match requirement for research to avoid applications from researchers just looking for funding without relevant projects. Mr. Yonke and Mr. Shoemaker asked if we should require certain letters of support (MORA, other districts, etc.). Ms. Henry stated is sounded like the group was interested in changing the guidance documents but instead ask the District Manager to reach out to specific and promising applicants. Mr. Shoemaker also suggested we could consider creating a specific grant round for research. The board decided to focus this year and next year on the current grant structure but if it looks like there is demand the board may consider creating a separate funding stream.

10. Adjourn

Mr. Miller moved to Adjourn; seconded by Ms. McCulloch. Unanimous voice vote of approval.

The meeting adjourned at 2:03 p.m.

APPROVED:

Respectfully submitted,

Lauren Henry
Chairman, MMSWMD Executive Board

Lelande Rehard
MMSWMD Manager