

Mid-Missouri Solid Waste Management District
Advisory Committee Meeting Minutes
City of Columbia City Hall, 701 East Broadway, Columbia, MO
Conference Room 1A – OPEN MEETING
Wednesday, January 18, 2017 1:00 p.m.

Members Present:

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| Thaddeus Yonke | Boone County | Jeff Hoelscher | Cole County |
| Chad Shoemaker | Audrain County | Kim McCulloch | City of Columbia |
| Lauren Henry | At Large | Gayla Neumeyer | At Large |
| J.C. Miller | Callaway County | Angie Gehlert | At Large |
| Monte Krehbiel | City of Jefferson | John Glavin | Osage County |

Members Absent:

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| Marna Williams | Moniteau County | M.L. Cauthon | Cooper County |
| Patrick Steele | At Large | Howard McMillan | Howard County |
| Vacant | At Large | | |

Others Present:

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| Lelande Rehard, Interim MMSWMD Manager | Jessica Sapp, MMSWMD Secretary |
| Geoff Shackelford, Boonslick Industries | Hannah Peterson, University of MO |
| Emmie Harcourt, Food Bank | Vince Fuemmeler, IMS |
| Nick Huddleston, IMS | Matt Maher, University of MO |
| Daryle Bascom, Food Bank | Martha Brendel, Food Bank |

1. Call to Order and Introductions

Mr. Yonke called the meeting to order at 1:07 p.m. and began introductions.

2. Determination of Quorum

It was determined there was a quorum.

3. Approval of Agenda

Ms. Sapp shared with the group that the agenda indicated minutes for February 16, 2016. It should be February 17, 2016

Ms. Henry moved to approve the agenda as corrected; seconded by Commissioner Groves. Unanimous voice vote of approval.

4. Approval of the February 17, 2016 meeting minutes.

Ms. Henry moved to approve the meeting minutes; seconded by Commissioner Hoelscher. Unanimous voice vote of approval.

5. Review of Scoring Process for FY 2016 Applications and Funding Levels

Six large grant requests were received. The total amount requested in this round is \$310,708.26. Mr. Yonke stated that there is \$161,022.73 to award this round. 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 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 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.

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.

Mr. Yonke then took a moment to explain the grant scoring sheet. There were a few new committee members present.

6. Discussion and scoring of FY 2017 District Grant Applications Round 2 (six large grant applications were received.)

1) H-17-03 City of Columbia Commercial Mini Cardboard Baler

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.

The City of Columbia will own and maintain the equipment. 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.

Ms. Neumeyer asked who the letters of support were from. Mr. Rehard referenced the grant application and listed who the supporters were. Ms. Neumeyer stated they was a line in the application's executive summary saying that business would be able to bale mixed fiber with the baler. She ask if that meant a pair of jeans could be baled and contaminate the cardboard. Mr. Rehard stated mixed fiber relates to paper, cardboard, etc. Textiles would not be processed with the baler.

Mr. Krehbiel asked these balers would be placed outdoors. Mr. Rehard shared there may be a larger baler that will be outdoors and shared by businesses. However, many of the balers are smaller and will be housed indoors. They are small enough to be placed out of the way in a storage room for single business use.

Bonus Points +20 *Identified Community Need – Priority #3*
-0 *Deductions*
20 pts

Ms. Neumeyer moved to award 20 bonus points and no deductions; seconded by Ms. Gehlert. Unanimous voice vote of approval with Ms. McCulloch abstaining.

2) H-17-04 University of MO Brining Recycling Home: Internalizing the Process

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.

Mr. Yonke addressed those present from the University confirming that they do have a covered storage place for the baler and its bales to maintain a quality product. Mr. Maher stated that was true.

Mr. Shoemaker addressed the cost per ton the University had calculated for revenue. Mr. Maher stated he was not up to speed at the current cost per ton and they estimated what the revenue would be. Overall, the project is sustainable.

Ms. Henry commented that she noticed in the budget that grant funds were requested for electrical upgrades and wiring. She asked the committee if this was an eligible allocation for grant funding. Mr. Rehard stated it was and the group had allowed it in the past.

Bonus Points 20 *Identified Community Need – Priority #3*
 +15 *Education Enhancement – Priority #5*
 -0 *Deductions*
35 pts

Ms. Henry moved to award 35 bonus points with no deductions; seconded by Mr. Miller. Unanimous voice vote of approval with Ms. Neumeyer abstaining.

3) H-17-05 Boonslick Industries Targeted Collection of Plastic Bottle Waste at Schools

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.

Ms. Neumeyer asked what school districts were being targeted for this project. Mr. Rehard referenced the grant application and listed them off. Many schools have confirmed their participation with support letters for the project while there were a couple who gave a verbal confirmation.

Mr. Yonke addressed Mr. Shackelford in the frequency of collecting from each of the schools. Mr. Shackelford stated that BII is currently servicing each school in some capacity. They will continue with their current collection schedule and do an extra pick-up if the volume becomes an issue. Some of the larger schools will have a roll-off placed on site to house the plastics to assist with storage while waiting for pick-up.

Ms. Gehlert stated she is familiar with the Big Bottle recycling containers. As they are eye catching and kid friendly, she advised Mr. Shackelford that BII may want to consider tethering the ones to be placed outdoors. They have a tendency to blow over and roll away if it's windy enough.

Bonus Points 40 *Special Program Target Area – Priority #1*
 +20 *Identify Community Needs – Priority #3*
 +20 *Providing Service to an Underserved Area – Priority #4*
 +15 *Education Enhancement – Priority #5*
 -0 *Deductions*
95 pts

Ms. McCulloch moved to award 95 bonus points with no deductions; seconded by Ms. Neumeyer. Unanimous voice vote of approval.

4) H-17-06 IMS, LLC Auto-Tie Baler for Office Paper

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.

Mr. Yonke addressed Mr. Fuemmeler that the addition of this baler would allow IMS to bale more cardboard because it would free up another piece of equipment. Mr. Fuemmeler stated that was correct. The plan is that adding this auto-tie baler to their process would allow them to remove cardboard from being part of the stream processed by the current baler. The existing baler would be repurposed to bale only cardboard and the auto-tie baler will process everything else.

Bonus Points +40 *Special Program Target Area – Priority #1*
 -0 *Deductions*
 40 pts

Ms. Henry moved to award 40 bonus points with no deductions; seconded by Ms. McCulloch. Unanimous voice vote of approval.

5) H-17-07 Willow Fork Pallet Mulch Loading Equipment

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.

Mr. Rehard shared that in their preliminary application WFP outlined the purchase of one loader. Between the time of the preliminary and final application, they located a dealer that quoted them a great price on two loaders. This is why the final request outlined two. However, since the final application deadline, those two loaders have been sold. WFP is back to requesting one piece of equipment.

Mr. Shoemaker asked how MMSWMD providing funding to WFP would potentially impact other mulch businesses in Region H. He could think of at least two others. Mr. Rehard didn't feel this was a concern. WFP is located in the southern part of the district. It's so far removed from the other business there shouldn't be any impact. Additionally, WFP is the only business in our region that accepts pallets from outside residents/customers.

Ms. Henry commented that an application should have more than one letter of support to be considered for bonus points. Commissioner Hoelscher agreed.

Bonus Points +20 *Identify Community Needs – Priority #3*
 -0 *Deductions*
 20 pts

Commissioner Glavin moved to award 20 bonus points with no deductions; seconded by Ms. Neumeyer. Voice vote of approval with Commissioner Hoelscher responding with a no vote.

6) H-17-08 Food Bank Large-Capacity Mobile Produce and Perishables Cooler

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.

Ms. McCulloch addressed Mr. Bascom about the trailer being parked outside and how secure it would be. He stated there are other trailers currently parked on the property and there have been no issues. Also, the Food Bank has security cameras in place.

Ms. Neumeyer asked if the trailers are locked. Mr. Bascom confirmed they are.

Commissioner Hoelscher noted that this application had only one support letter.

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| <u>Bonus Points</u> | 40 | <i>Special Program Target Area – Priority #1</i> |
| | +25 | <i>Executive Board Priority – Priority #2</i> |
| | +20 | <i>Identify Community Needs – Priority #3</i> |
| | <u>-0</u> | <i>Deductions</i> |
| | 85 pts | |

Ms. McCulloch moved to award 85 bonus points and no deductions; seconded by Ms. Gehlert. Voice vote of approval with Commissioner Hoelscher responding with a no vote.

7. Recommendations for funding FY2017

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

1. Boonslick Industries (Targeted Collection of Plastic Bottle Waste at Schools): 401 points
2. Food Bank (Large-Capacity Mobile Produce and Perishables Cooler): 351 points
3. IMS, LLC (Auto-Tie Baler for Office Paper): 307 points
4. University of MO (Bringing Recycling Home: Internalizing the Process): 273 points
5. City of Columbia (Commercial Mini Cardboard Balers): 271 points
6. Willow Fork Pallet (Mulch Loading Equipment): 263 points

Mr. Yonke reminded the Committee that normal procedures dictate that the Advisory Committee only recommends funding grants that score 200 or above to the Executive Board. He also stated that it was the job of the Committee to recommend funding, not to make any funding decisions.

In looking at the grants and the order they ranked, Mr. Yonke stated if the Advisory Committee followed what they've always done, they could recommend fully funding the grants in order of their score. However, there is not enough money to fund the six grants that scored over 200. With the carryover the district is currently holding the Executive Board would have the authority to use some or all of it as they saw fit to fund as many projects as possible.

Mr. Shoemaker moved to fund the grants in order of their score until available funds are depleted; seconded by Ms. Henry. Unanimous voice vote of approval with Ms. McCulloch and Ms. Neumeyer abstaining from their respective grants.

8. Other Business

Mr. Rehard shared with the group that Ms. Sapp had accepted a new position within the City of Columbia and this was her last Advisory Committee meeting.

9. Schedule next meeting

Second small grant round meeting is April 19, 2017

10. Adjourn

Ms. Henry moved to adjourn the meeting; seconded by Commissioner Glavin. Unanimous voice vote of approval.

The meeting adjourned at 2:17 p.m.

Respectfully submitted,

APPROVED:

Jessica Sapp
Secretary, MMSWMD

Thaddeus Yonke
Chairman, MMSWMD Advisory Committee

Lelande Rehard
MMSWMD Manager