

Minutes of Meeting
Mid-Missouri Solid Waste Management District Executive Board
Wednesday, January 13, 2016, 1:00 p.m. "Open Meeting"
City of Fulton Maintenance Facility, 1301 Westminster Ave, Fulton, MO, 65251

Members Present:

Thad Yonke	Boone County Alt.	J.C. Miller	Callaway County
John Glavin	Osage County	Paul Davis	Cooper County
Kim Roll	Moniteau County	Lauren Henry	City of Jefferson
Debra Miller	Howard County	Tom Groves	Audrain County

Members Absent:

Tim Grenke	Boone County	Jeff Hoelscher	Cole County
Kim McCulloch	City of Columbia		

Others Present:

Lelande Rehard, District Manager	Jessica Sapp, Secretary
Chad Shoemaker, City of Mexico	

1. Call to order and introductions

The meeting was called to order at 1:13 p.m. by Chair, Lauren Henry

2. Determination of quorum

It was determined there was a quorum.

3. Approval of agenda

Commissioner Davis moved to approve the agenda; seconded by Mr. Yonke. Unanimous voice vote of approval.

4. Approval of the minutes from the Executive Board Meeting of December 9, 2016

Mr. Yonke moved to approve the minutes as presented; seconded by Commissioner Roll. Unanimous voice vote of approval.

5. District Managers Report

Mr. Rehard stated there were two final reports and one FAA amendment.

Final Report: Grant#2015002: "Plan Implementation", MMSWMD. The MMSWMD set a goal to conduct 2 tire collections, 5 or more electronic waste collections, and scrap tire cleanups as requested. The e-waste collections were scheduled in conjunction with FY2015 scheduled tire collections. There are 6 permanent HHW facilities in Region H, in place of HHW collections the District offered 1-24hr HAZWOPER Training and 1-8hr Refresher course for new and existing HHW facility workers. We anticipated diversion of 10 tons of scrap tires, 5 tons of metal from wheels and 20 tons of electronic waste. Collection events brought in 216.3 tons of tires and 56.58 tons of e-waste, both far above the stated goals.

Additional projects for FY2015 included addressing priorities in the District's updated Solid Waste Management Plan, e.g., education/outreach, rural recycling, special event recycling, college/university recycling (9-10 institutions in Region H), sheltered workshops and small recyclers, white goods recycling, enhancing Region H website, expanding individual HHW sites, proceeding with illegal dump program of some variety, and working with cities, counties and local organizations to identify and address service gaps in solid waste management.

The MMSWMD is committed to continue development and implementation of a District-wide HHW Program, with strong consideration of grant projects establishing permanent HHW facilities in counties of Cooper and Osage. While these counties remain without facilities MMSWMD did secure a contract with Clean Harbors for HHW pick-up and training. One of the main concerns for constructing a HHW drop-off is not the capital costs but the ongoing operational cost, which can have a large impact on rural counties. Region H HHW facilities are able to use this contract as well. This new relationship has the potential to help reduce cost for our existing satellite HHW facilities and make cost for ongoing operations better known for counties without a facility.

Final Report: Grant#2015005: “Recycling Bins for Sturgeon Schools and Community. Randolph County Sheltered Industries (RCSI) used grant funds to purchase six 2 cubic yard roll offs and sixteen 96 gallon carts. The project fell well short of its 57.33 ton goal, in particular the tonnage for mixed paper and OCC never materialized. Only 10.27 tons were collected. The project was outlined to divert paper/fiber, metal (tin & aluminum), and plastics. Though the entire project didn't meet tonnage goals, RCSI was able to divert 0.52 tons more metal than anticipated. Outlying communities collections are not growing as expected. RCSI continues to work with local volunteers including the girl scouts and student groups to advance these collections.

Mr. Yonke moved to approve the final reports; seconded by Commissioner Glavin. Unanimous voice vote of approval.

Amendment: Grant#2016002: “Plan Implementation”, MMSWMD. In looking at costs from the last two 1-day collection events at the University, Mr. Rehard would like to have a cushion in that particular line item for this year. He is requesting approval to amend the Plan Implementation budget and transfer \$8,000.00 from Salary-District Coord. to 1-day collections-tires, ewaste, hhw.

Mr. Yonke moved to approve the FAA amendment; seconded by Commissioner Groves. Unanimous voice vote of approval.

Large Grant Final Applications. Mr. Rehard shared staff has received nine large grant applications for the second grant round. They total almost a half a million dollars. Needless to say, it's possible there may be some hard decisions for the Advisory Committee and Executive Board to make in regard to funding.

SWAB/Planner's Meeting – District planners met before the SWAB meeting to discuss grant calls and Marketing Cooperative agreements for selling materials. The Environmental Improvement and Energy Resource Authority provided SWAB with an update on their 2015 funding for recycling/waste diversion market development. This is a valuable source of funding for the board and staff to keep in mind when considering large scale projects and initiatives that would require resources beyond what is available to MMSWMD. MDNR updated SWAB on disaster relief services available to communities that have been affected by recent flooding, visit: <http://dnr.mo.gov/disaster.htm> for information on debris clean up, HHW, and pick up of large loose items like propane tanks. SWAB reviewed proposed recommendations for the joint committee on solid waste. The report is included with the meeting materials and was accepted by SWAB.

School Waste Audits – Mr. Rehard met with Columbia Public Schools (CPS) and the City of Columbia on 1/11/16 to discuss a possible waste audit. He explained to the group what this was. He also shared CPS hasn't implemented a recycling program. Mr. Rehard is hoping to conduct waste audits in a couple of the schools and provide feedback to how much they could divert from the landfill. Then encourage them to use the information to begin recycling regularly.

University Collection Event – Staff met with Columbia, Boone County, and University staff on 1/12/16 to start organizing the one-day collection event this spring. It's tentatively scheduled for May 21 in the Hearnes Center parking lot like last year. However, Mr. Rehard stated staff is waiting to hear back from the University for confirmation. The group also discussed traffic flow, volunteers, fee schedules, and other pertinent topics to make the event a success.

FY 2017 Contract Renewals – Several contracts held between MMSWMD and vendors/service providers are available to be considered for renewal for FY 2017:

Audit Services: Agreement with Lisa Wright will need to be renewed for FY 2017 if MMSWMD wishes to continue to use her services. Staff has been pleased with her performance and recommends renewal of the existing agreement. Executive Board agrees that she's done a good job and explains things clearly.

Waste Tire Hauler: Contract with ABC Tire cannot be renewed for FY 2017 and expires June 30, 2016. Staff will prepare and send out the RFP in time to receive proposals for review and potential acceptance. Mr. Rehard asked the group if they would like to keep it the same in terms of costs (\$2,500 per truck) or pursue an agreement with a fee per tire or per ton? The group agrees it may be difficult to obtain a proposal with one of the two alternative cost structure, but it's something that can certainly be added to see what's received.

HHW: The contract with Clean Harbors (CH) expires August of 2016 and can be renewed for one more year. There have been some issues with billing, but staff feels that CH has been responsive to requests and questions. Mr. Miller and Ms. Henry stated that they've had no complaints with CH and doesn't see a problem with renewing the contract. Mr. Miller shared that Gil Kauffmann, who was previously with PSC, has joined the CH team. Mr. Kauffmann was recently in Fulton and visited with Mr. Miller. He hopes Mr. Kauffmann will be MMSWMD's regional rep as he serviced the area well when he was with PSC.

Administrative Services: The agreement with the City of Columbia can be renewed until the end of FY 2020. Staff is working to make full use of the City's resources (public communications, lobbyist, IT, financial, grant tracking software) and has had no issues with receiving timely and useful assistance. Mr. Shoemaker recalled the group had some heartburn regarding the language pertaining to new hires and the lack of MMSWMD input in the process of screening and hiring applicants. Commissioner Groves felt that the interview process went much smoother than the last time. Ms. Henry stated she didn't have any input as she was not involved the last time the district needed to hire a new manager. The group will renew the contract as it's currently written.

Paint Trailer: MMSWMD has not made use of the paint recycling equipment and trailer for some time. Staff would like to make one more attempt at gaining value from the equipment by trying to use it to reduce collection event costs by diverting latex paint from Clean Harbors. Staff is looking for end users for the paint and will be examining and testing the equipment if a user can be identified.

February Meeting – Staff recommends that the Board's February meeting be moved to 2/24/16. During this meeting the Board to approve large grant applications for funding and can decide if a March meeting will be necessary. Not everyone had their calendar on hand to check their availability that day. Staff will send out an email regarding the change.

Meeting Topics for State Solid Waste Forum – MDNR is hosting a Solid Waste Forum at the end of February and is requesting topics for discussion. If the group has any suggestions, staff will pass along any suggestions. Mr. Shoemaker, with agreement from Mr. Yonke, would like to ask that the regulations pertaining to yard waste facilities operated by local governments be clarified. In the way it's currently written, it's hard to ascertain what cities and counties can/can't do to provide this service for its residents.

Capstone Project Update – MMSWMD staff has met with the two students assigned to the District's project and provided the students with all the needed data. They are eager to begin this project. One of the students worked with the Downtown District to help get their recycling program off the ground, so he's familiar with the positive impacts made to our communities and the environment. MU classes begin next week and have everything from MMSWMD staff to get started in accomplishing the outlined tasks.

Information Sheet – Staff, with the help of the City of Columbia's Public Communications Department, has prepared an information sheet about MMSWMD. Mr. Rehard asks that the group review it and provide comments, suggestions, and any corrections they see necessary. This sheet will be an educational piece handed out to our legislators. Commissioner Groves and Mr. Shoemaker suggested staff reach out to Representative Jeanie Riddle if they felt she could help with anything. She's a proponent of environmental issues and is a good resource.

Legislative Day – Mr. Rehard stated he's reached out to the Mid-Missouri Region Planning Council and Central Missouri Community Action to gauge their interests in partnering to set a meeting with state legislators in Region H. Both organizations cover the same counties as MMWMD (MMRPC lacks Audrain and Osage) and, if interested, could work together in advocating for solid waste issues.

6. Treasurer's report and approval of bills

Vice-Chair, J.C. Miller presented the Treasurers Report for December 2015.

The Checking account reconciled balance is \$1,000.00
The Administrative account balance is \$267,421.30
The District Grant account balance is \$279,207.57

Reimbursements: (MOPERM, \$1,101.00; City of Columbia, \$19,400.71; RCSI, \$4,415.00)

Mr. Yonke moved to approve the Treasurer’s Report; seconded by Commissioner Glavin. Unanimous voice vote of approval.

Mr. Yonke moved to approve the reimbursement and transfer of funds; seconded by Commissioner Roll. Unanimous voice vote of approval.

7. Other Business

None

8. Adjourn

Commissioner Roll moved to adjourn the meeting; seconded by Commissioner Groves. Unanimous voice vote of approval.

The meeting adjourned at 2:17 p.m.

APPROVED:

Respectfully submitted,

Jessica Sapp
Secretary, MMSWMD

Lauren Henry
Chairman, MMSWMD Executive Board

Lelande Rehard
MMSWMD Manager