

Minutes of Meeting
Mid-Missouri Solid Waste Management District Executive Board
Wednesday, April 13, 2016, 10:00 a.m. "Open Meeting"
City of Columbia, 701 E. Broadway, Conference Room 3A, Columbia, MO 65201

Members Present:

J.C. Miller	Callaway County	Kim McCulloch	City of Columbia
Paul Davis	Cooper County	Tom Groves	Audrain County
Jeff Hoelscher	Cole County	John Glavin	Osage County
Debra Miller	Howard County		

Members Absent:

Tim Grenke	Boone County	Thad Yonke	Boone County Alt.
Kim Roll	Moniteau County	Lauren Henry	City of Jefferson

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 10:01 a.m. by Vice-Chair, J.C. Miller

2. Determination of quorum

It was determined there was a quorum.

3. Approval of agenda

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

4. Approval of the minutes from the Executive Board Meeting of February 24, 2016

Ms. McCulloch moved to approve the minutes as presented; seconded by Commissioner Groves. Unanimous voice vote of approval.

5. District Managers Report

Mr. Rehard stated there were no final reports.

Meetings/Site Visits:

Bluebird Composting – The District Manager met with Bluebird Composting staff on 2/29/16 to tour their business and discuss the growth of food waste collection and composting in Region H.

Scrap Tire Letters – The District Manager provided several letters of support to worthy scrap tire playground and non-playground grant applications for educational institutions in Region H.

MMRPC – The District Manager met with Executive Director, Edward Siegmund to discuss possible coordination of activities and better ways to reach and educate legislators.

HHW Training – MMSWMD staff organized an 8 hour HHW refresher training for Region H HHW facility staff. Training was held at the Fulton Fire Department. MMSWMD staff is researching what training is required for municipal HHW facilities and ways to provide more hands-on and relevant training to Region H staff.

Capstone – MMSWMD staff has continued to meet with the District's Truman School capstone team. The database and analysis will be ready for review by the end of April or early May.

SWAB – The District Manager attended the 4/6/16 District Planners' meeting. Planners discussed HHW facility issues and formed a committee to investigate the feasibility of Districts using the statewide HHW contract.

MDNR Budget Meeting – The District Manager met with MDNR staff to discuss proposed changes to the MMSWMD FY 2017 budget in an effort to insure a smooth transition into FY 17.

Events:

Earth Day – MMSWMD has been working with the City of Fulton to boost their Earth Day efforts during their 4/23/16 HHW collection. The District has a stock pile of materials that need to be distributed while they are still relevant. Staff is also working on creating additional promotional and education materials for this event for supporting collection events throughout Region H.

Other business:

E-Waste Quotes – MMSWMD received one quote for the 6/4/16 collection event for board consideration. It was from MRC. In addition to the cost per CRT television/monitor, MRC has included a \$2,500 mobilization fee. Due to the expensive process the vendor does to recycle these items and the commodities market being down, Mr. Rehard understands why MRC has included this. However, he is asking the group how they'd like to approach the ewaste collection in June. In past years, the district has picked up the tab. This year may turn out to be more costly to do so. Mr. Rehard gave some suggestions on how to subsidize the ewaste cost if that was the direction the board wanted to go in.

Commissioner Davis moved to charge \$10 per television/CRT monitor; seconded by Commissioner Hoelscher. Unanimous voice vote of approval.

Waste Tire Proposals – MMSWMD also received one proposal for the waste tire hauler contract. Our current vendor, ABC Tire, offered the pricing and services the district has gotten the past several years. The group agreed to stick with them.

Draft Budget – MMSWMD staff met with the Budget Committee on 3/24/16 to discuss changes for the FY 17 budget. Staff proposes using a more accurate estimate for salaries that will enable more funds to be budgeted towards collections and other operations. See attached budget for more details.

District Council – MMSWMD staff in beginning preparations for the District Council meeting (5/11/16, Boone County Government Center). Staff is interested in any ideas for assisting the Council with updating the District's goals.

Advisory Committee Meeting – MMSWMD received one application for the third grant round and will send out a mail-ballot to the Advisory Committee on 4/18/16 instead of holding the committee meeting on 4/20/16.

MMSWMD Guidance Document Changes – MMSWMD staff has proposed guidance document changes for Board and Council consideration:

- Include an example of a completed and well organized large grant application.
- Include a complete scoring guide and explanation of scoring process.
- Insert page numbers
- Remove break down of past grant expenditures and provide explanation of preferred projects.
- Update Targeted Materials list to reflect District Council Goals.
- Modify Priority 2 Bonus points to align with District goals.
- Provide explanation and basic timeline for a successful grant: application, committee, board, MDNR, FAA, reimbursement/reporting, final report, reporting period, interest in equipment, etc.
- Provide clearer information for application budget and bidding requirements.
- Provide information about required timeline items (reporting, filing UCC)
- Update Budget Sheet into excel sheet with formulas to reduce adding errors and match requirements.

6. Treasurer's report and approval of bills

Treasurer, Jeff Hoelscher presented the Treasurers Report for March 2016.

The Checking account reconciled balance is \$1,000.00
The Administrative account balance is \$247,044.08
The District Grant account balance is \$271,242.51

Reimbursements: (MORA, \$150.00; Columbia Tribune, \$17.38; Central MO Newspapers, \$46.85; City of Columbia, \$19,241.57; City of Jefferson, \$50,043.75; IMS, \$3,086.77)

Commissioner Groves moved to approve the Treasurer's Report, reimbursements and transfer of funds; seconded by Mr. Miller. Unanimous voice vote of approval with Ms. McCulloch abstaining.

7. Discussion of Waste Tire Hauler RFP and Electronic Waste RFQ submissions.

This was discussed during the District Manager's report; item #5.

8. Other Business

None

9. Adjourn

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

The meeting adjourned at 11:03 a.m.

APPROVED:

Respectfully submitted,

Jessica Sapp
Secretary, MMSWMD

J.C. Miller
Vice-Chairman, MMSWMD Executive Board

Lelande Rehard
MMSWMD Manager