

Minutes of Meeting  
Mid-Missouri Solid Waste Management District Executive Board  
Wednesday, October 14, 2015, 1:00 p.m. "Open Meeting"  
City of Columbia, 701 E. Broadway, Conference Room 3A, Columbia, MO 65201

**Members Present:**

Thad Yonke	Boone County Alt.	J.C. Miller	Callaway County
Tom Groves	Audrain County	John Glavin	Osage County
Kim McCulloch	City of Columbia Alt.	Debra Miller	Howard County
Kim Roll	Moniteau County	Lauren Henry	City of Jefferson
Jeff Hoelscher	Cole County	Tim Grenke	Boone County

**Members Absent:**

Paul Davis                      Cooper County

**Others Present:**

Lelande Rehard, Interim District Manager                      Jessica Sapp, Secretary

**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; seconded by Commissioner Groves. Unanimous voice vote of approval.**

**4. Approval of the minutes from the Executive Board Meeting of September 9, 2015**

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

**5. District Managers Report**

FAA Amendment: Grant# 2015002: "Plan Implementation", MMSWMD. Grant came in over budget due to one day collection event. Carryover approved to cover shortfall. Also extending project period to allow for amendment approval and bill payment. Last month it was unanimously voted to use carryover in covering the expenses from the collection.

**Mayor Grenke moved to approve the FAA Amendment; seconded by Commissioner Roll. Unanimous voice vote of approval.**

Final Report: Grant# 2014007: "ReStore Box Truck", River City Habitat for Humanity. Subgrantee did not meet stated goal of 120 tons. They fell short by 35.97 by diverting a total of 84.03 tons of material from the landfill. According to the FAA, the subgrantee had one quarter left they could report. However, since the four required quarters were reported, they decided to close the grant early and move forward and use program income to build homes for those in need.

Final Report: Grant# 2014009: "Reduce, Reuse, Recycle, Rebuild", Show Me Central Habitat for Humanity. Subgrantee diverted 145.85 tons of material from the landfill with this project. They fell 14.15 tons short of their stated goal of 160. With the time frame Habitat was working with after receiving their box truck, their efforts were successful with this project.

Final Report: Grant# 2014018: "Habitat Recycling 2014", Show Me Central Habitat for Humanity. The total diversion recovered by this project was 112.8 ton. This number exceeded Habitat's goal of 58 tons.

**Ms. McCulloch moved to approve the three final reports as presented; seconded by Mr. Miller. Unanimous voice vote of approval.**

**Endless Options/Boonslick** – The District Manager attended a meeting between Endless Options and Boonslick staff. The relationship between the two entities seems to be productive and mutually beneficial. The group discussed interest in a small scale mattress recycling operation as well. The District Manager toured the Endless Options facility which could definitely benefit from some labor saving equipment to keep up with increasing amounts of incoming material.

**University of Missouri, Todd Houts** – The District Manager reached out to Todd Houts, Director of Environmental Health and Safety for the University of Missouri concerning the costs of the FY 2015 collection event held on MU property and solutions for reducing costs for the FY 2016 collection. Mr. Houts was hesitant about the University's ability and need for an onsite HHW facility. He was supportive of implementing a fee structure for tires and monitors and provided ideas for structuring sponsorships and pursuing new sponsorships.

**Missouri State Technical School, Jason Hoffmeyer** – The District Manager asked for Mr. Hoffmeyer's preliminary interest in working with Osage County to partner on a permanent HHW facility. Mr. Hoffmeyer is passing the idea around to relevant staff.

**Planner's Meeting/SWAB** – The District Manager attended both the Planner's Meeting and SWAB meeting. Most to the Planner's meeting was spent on a presentation from the Attorney General's Office concerning Missouri Sun Shine law. There were few updates during the SWAB meeting concerning legislation, and/or other events in the State. The board listened to a presentation from Barbara Luck, City of Springfield, on recycling business development.

**Show Me Central Habitat for Humanity** – The District Manager visited Show Me Central Habitat's ReStore to inspect MMSWMD grant funded box truck and shelving in preparation for the subgrantee's final report. The equipment was properly marked and in use.

**Cooper County HHW Facility** – MMSWMD staff is looking for any ideas, strategies, or potential partners the board members may have for creating a permanent HHW in Cooper County before staff begins reaching out to Cooper County and Boonville.

**Capstone Proposal** – MMSWMD staff has prepared a proposal for University of Missouri Truman School Master's students to analyze past Region H grant performance. The project would be used as a team of students' capstone project. If the project is selected by a team there is no cost to the District. The proposal has been included with the Board's meeting materials for review and comments.

**Summary of Collection Events Discussion** – The board engaged in a lengthy discussion concerning the University Collection Event, collection event fees, and strategies moving forward. Staff has pulled together a summary of decisions and direction provided by the Board to staff during that discussion.

**FY 2016 Collection Event:** Board directed staff to adjust the District's Plan Implementation budget to better prepare for the cost of the event, reach out for additional sponsorships, fee increases for tires and CRT monitors, and approach MU about finding a more permanent solution for HHW and other materials generated by students.

**Collection Event Fees:** The board was supportive of allowing communities hosting collections events and requesting the MMSWMD's assistance with an event to select a fee structure of their choice with an understanding that the hosting organization would be responsible for any shortfalls.

**FY 2017 HHW Priorities:** The board reaffirmed their priority to pursue creating permanent HHW facilities in Osage and Cooper Counties. The board was also interested in supporting the expansion of the City of Columbia HHW to better accommodate Boone County residents.

**FY 2017 Collections Priorities:** The board discussed focusing collection funds towards underserved areas and towards problematic materials.

**Boone County Tire Pick-up Deal with MMSWMD** – The MMSWMD made arrangements with Boone County that as part of their sponsorship for the University Collection event their staff would be on call to pick up any tires that could not be collected by ABC Tire. In return the MMSWMD would pay for the collection of the tires picked up by Boone County staff and any tires being held by the County at that time. Additionally, Boone County offered to let other Region H communities send their tires to Boone County to be collected as well. Boone County staff was not needed during the collection event. Boone County is still amenable to accepting tires from other Region H counties if the District will pay to have them collected. This creates an opportunity for interested communities to clear out their tire piles while paying for only one truck load and pick up. MMSWMD staff is looking for board interest and direction before seeing if other communities are interested in hauling their tires to Boone County for collection.

Staff does not feel there would be a need for anything more than one truck to recover the tires cities and counties have picked up from roadsides. No fleet tires will be accepted. The cost of one truck is \$2,500.00. As the board knows the FY15 budget fell short in the collection category due to the University collection. Mr. Rehard stated that the FY16 budget reflects the FY15 budget. Essentially, this means there wouldn't technically be funds to make this or the University happen and come in on point budgetarily.

If the board decides to utilize Boone County as a drop site for a Region H pick up, he suggests the board consider using interest income or carryover to pad FY16 the collection line item for plan implementation. Mr. Yonke stated he does not have a problem with the drop off/pick up, however staff may contact MDNR about it first. He recalls there being an issue of hauling tires and Boone County not being a registered drop site. Mr. Miller suggested calling Dan Fester. Ms. Sapp shared that the plan would pick a date, tell the municipalities to drop their tires no later than the day before the pick up. Otherwise, their tires would not be taken. That way tires wouldn't be left in Boone County for an undesignated period of time. This was the approach she and Ms. Trass had before she left MMSWMD. Mr. Rehard stated he would reach out to Mr. Fester.

**Mayor Grenke moved to use either carryover or interest income to amend the budget in the collection line item; seconded by Commissioner Groves. Unanimous voice vote of approval.**

#### **6. Treasurer's report and approval of bills**

Treasurer, Jeff Hoelscher presented the Treasurers Report for September 2015.

The Checking account reconciled balance is \$1,000.00

The Administrative account balance is \$317,135.27

The District Grant account balance is \$278,678.05

Reimbursements: (Show Me Central Habitat for Humanity, \$7,905.00; River City Habitat for Humanity, \$7,116.75; Kingdom Projects, \$27,460.95; Clean Harbors, \$26,731.23; City of Columbia, \$20,621.82.

**Commissioner Roll moved to approve the reimbursements; seconded by Commissioner Glavin. Unanimous voice vote of approval with Ms. McCulloch abstaining.**

**Mr. Yonke moved to approve the transfer of funds; seconded by Commissioner Groves. Unanimous voice vote of approval.**

#### **7. Review and discuss District Manager position.**

Ms. Henry asked Ms. McCulloch what Columbia's HR procedure was for posting an open position, etc. Ms. McCulloch said the City typically posts a job opening for ten days. However, the board can decide if they'd like to do something different. The City has been known to have a position open for two weeks or until the position is filled. Ms. Henry also asked if board members will be part of the interview and selection process. Ms. McCulloch said yes. She would be present along with an HR representative. The board can choose who'd they would like to be present. Ms. Henry said she would and Commissioner Groves and Mayor Grenke stated they would as well. The group also decided they'd like the position posted as soon as possible. Ms. McCulloch asked the group if they had reviewed the job description and if they'd like to make any changes. The group stated it was fine the way it was. Ms. McCulloch stated the City could advertise in Columbia, or expand the advertising to other counties in our region or state. The group would like to do whatever was done in the past to advertise.

**8. Other Business**

None

**9. Adjourn**

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

**The meeting adjourned at 1:25 p.m.**

**APPROVED:**

Respectfully submitted,

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Jessica Sapp  
Secretary, MMSWMD

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Lauren Henry  
Chairman, MMSWMD Executive Board

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Lelande Rehard  
Interim MMSWMD Manager