

Minutes of Meeting  
Mid-Missouri Solid Waste Management District Executive Board  
Wednesday, October 8, 2014, 1:30 p.m. "Open Meeting"  
City of Columbia, 701 E. Broadway, Conference Room 3A, Columbia, MO 65201

**Members Present:**

Thad Yonke	Boone County	Paul Davis	Cooper County
Tim Grenke	Boone County	Kim Roll	Moniteau County
JC Miller	Callaway County	John Glavin	Osage County
Debra Miller	Howard County	Lauren Henry	City of Jefferson
Tom Groves	Audrain County		

**Members Absent:**

Jeff Hoelscher	Cole County	Debra Miller	Howard County
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**Others Present:**

DeAnna Trass, District Manager  
Jessica Sapp, Secretary

**1. Call to order and introductions**

The meeting was called to order at 1:30 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 Mayor. Grenke. Unanimous voice vote of approval.**

**4. Approval of the minutes from the Executive Board Meeting of September 10, 2014**

**Mr. Glascock moved to approve the minutes as presented; seconded by Mayor Grenke. Unanimous voice vote of approval.**

**5. District Manager's Report**

Final Report #2013007, "Boonville Correctional Expansion", Boonslick Industries: Total diversion, 192.37 tons, for this project has vastly exceeded the stated goal, 154.18 tons. However, total glass diversion, 7.71 tons, and total plastic diversion, 2.04 tons, has not reached the stated goals 20.8 tons and 24.7 tons, respectively. Total metal diversion, 22.09 tons, exceeded the stated goal, 20.28 tons. The dedicated steel can collection bin at the Boonville Correctional Facility accounted for the majority of this success. In general, the mix of the recyclables collected from other businesses, schools, and CMU is greatly influenced by the knowledge and comfort level of the waste producer to place things other than cardboard and paper into the recycle bins over a trash receptacle.

**Mayor Grenke moved to approve the final report for grant# 2013-007; seconded by Mr. Glascock. Unanimous voice vote of approval.**

Amendment #2012010, "Mobile Glass Processing Unit", FilterPave: Subgrantee would like to ask for a 12 month extension. The processing unit still needs to be mounted on the trailer to allow it to be mobile. An additional conveyor is looking to be purchased to make it a closed loop process. Having an extra 12 months will allow for the completion of the mobile unit and diversion to be collected toward this project.

Ms. Trass says she has a concern about this project. The grant was approved and started in September 2013 and projected end date on the FAA is March 2015. This gave them a year and a half to complete the project. With the current amendment request being for a twelve month extension, it would push the project end date to March 2016. This would go beyond the two year cap on completing a project. She knows this will be an issue for MDNR. They will want to know why the project is taking so long.

Ms. Trass was happy that representatives from FilterPave visited with the board last month. She was thankful the present board members were vocal with questions and their feedback. Ms. Trass was also thankful for Mr. Nichols, Columbia's alternate, being present as his engineering background was helpful. With everyone looking at the pictures FilterPave provided, the board questioned whether the applicant was actually working the project. Mr. Nichols pointed out to Ms. Trass and other board members after the September meeting that he felt the mounting of the glass unit to the trailer was far from complete. In looking at the photos, there appeared to be a lot of electrical work that needed to be done in addition to assembling and mounting the entire system.

Outside of the timeline concern, Ms. Trass agrees with the thought of whether or not the applicant is working on the project. FilterPave has talked about where they have been, where they are going, and what they are doing with their product. She gets the impression they are focusing more on those projects than their Region H grant. Additionally, other subgrantees have had delayed response with FilterPave in picking up their glass.

Ms. Trass' first inclination is to see where FilterPave is come March 2015. At that time, the board maybe consider an extension if they have been showing progress on the project. She then asked the group for their feedback.

Mayor Grenke said he felt that was a fair assessment. He felt the group should consider giving FilterPave until February and have them give a status report. Ms. Henry agreed. Suggested the board invite them to their meeting that month to share their progress.

Ms. Trass feels if the extension is approved, this relieves pressure on FilterPave and there will not be forward progress. She feels they have had more than enough time to be farther along than they are. With FilterPave waiting two years for MDNR to give the approval, Ms. Trass feels the applicant would have jumped in with both feet to get this project completed.

Mr. Yonke agrees with everyone's comments and feels if we communicate with FilterPave that this grant will not come up for approval again until March. In which time, staff will be in contact with them in January or February for an update and the board will want a progress report.

Mr. Glascock asked if staff has received progress reports from FilterPave. Ms. Trass stated they have done their quarterly reporting, but no progress has been outlined in any of them. This is what prompted the board inviting FilterPave representatives to our meeting last month. For those who weren't in attendance last month, Ms. Sapp shared that staff had photos from FilterPave if they'd like to see them. Mr. Glascock stated that was good as the group would have a frame of reference when we ask the subgrantee back for the progress report.

Ms. Trass told the board that Region H has finally begun their annual financial audit with Lisa Wright, CPA. With the approval from the board, she reached out to Williams Keepers (WK) to look through the books and see where there may have been the discrepancy as indicated last year by Beard and Boehmer CPA. It took some time for WK to go through everything, but they are positive that the district and its staff were not at fault. Everything looked fine. Ms. Trass said the WK representative visited with her yesterday morning to go over QuickBooks and showed some easier and cleaner ways to enter information. She shared that WK warned there may be findings in the current audit due to the clean-up they are currently doing.

Ms. Trass said the bill for WK's services may be more than the board anticipated. Mr. Yonke commented that the bill would be for WK correcting the problem and not one for the bad services prior to the current audit. Ms. Trass confirmed this was the case. She feels things are looking a lot better.

This past month, MMSWMD had two one day collection events. Ms. Trass gave the diversion numbers and finished with stating the district needs a new plan to take care of tires. These last four events have been overwhelming and costly. She feels it's time to do something interesting, creative, and fun from the educational stand point.

The University has requested that MMSWMD work with them to put on another event like we did in May. Ms. Trass is not opposed to that as we had four sponsors to offset the cost and it was a great turn out. More recognition would be given to the sponsors in advertising, etc. Ms. Sapp suggested in efforts to reduce collection costs, do one big collection and advertise it region-wide as "annual event". Residents will come to expect only one collection day per year.

Ms. Henry pointed out that the district chose to go a different direction in handling the collections because there was money the district had to use. Ms. Trass stated this was true and it's no longer the case.

Ms. Trass stated if the group feels we move forward with one large annual collection she would like to supplement that with an educational piece. Maybe design a public service announcement. She feels the district could afford something like that to put into circulation.

There are three small grants that have been received by staff for Advisory Committee review, scoring, and recommendation to the Executive Board. She has some concerns with the submissions from City of Columbia and the City of Holts Summit. They are essentially verbatim to projects they've requested and awarded in the past. Columbia's is different by only one word. Ms. Trass

Mr. Yonke has read the submitted grants and doesn't disagree. However, he felt the City of Columbia's grant could have been explained better. With saying this, Mr. Yonke knows how the city stages and utilizes their equipment. He outlined what he thought the grant was truly meaning, even though it wasn't necessarily written that way. He stated that was something that would need to be evaluated during the committee meeting. If there is a Columbia representative present at that meeting, clarification can be asked for.

Ms. Trass just feels the district sees the same types of projects from the same applicants and she'd like to see something creative, innovative, and different. She is under the impression the district representatives do not want to be funding the same project over and over again, nor do they want to sustain a business after their original project has ended.

As a result from the September meeting, MANRRS has responded to the questions the board had. Ms. Trass said the bins that were used to collect diversion during the project were those grant funded to Lincoln University through a 2006 grant. This makes the project unsuccessful at this point.

Ms. Trass reminded the board MANRRS had to show the bins were not linked to Region H or they ask for an extension and purchase bins and liners as outlined in their grant.

At this time, MANRRS asks that the district grant them a twelve month extension. Their proposal is that Region H allow them to use the bins they currently have as match and purchase an additional \$1,000 worth that they be reimbursed for. Mr. Yonke stated the problem with that is they have no match. With the bins being purchased with Region H funds makes them null and void in the match portion of their grant. They essentially would have no match in the scenario proposed. Ms. Trass agrees.

After Mr. Moody made this proposal, Ms. Trass stated she explained to him in an email that MANRRS would have to spend \$2,760 on bins and liners in order for the board to consider the project working. Mr. Yonke stated this was correct and that MMSWMD would not be able to reimburse for any of the stipend expended on the project because the applicant has nothing to match it to.

Ms. Trass also shared she went a step further in her email saying that if MANRRS cannot meet the requirements in this grant, their program would be considered high risk if they were to apply to Region H for funding in the future.

Ms. Henry doesn't see how MANRRS does not understand what MMSWMD needs them to accomplish to make their project a success. Ms. Trass said she was told that they do not have the money in their budget to spend \$2,760 on the product needed to be successful with the grant.

Through the conversations with Mr. Moody, Ms. Trass gets the feeling that MANRRS would not be able to complete the project as outlined in the FAA if the board was to award the twelve month extension. Mr. Yonke agrees since it doesn't appear they have the basics covered. Before delivering the news to MANRRS that the extension was not approved and reimbursements cannot be made, Mr. Yonke suggested to Ms. Trass that she give a hypothetical to MDNR. He feels their response will mirror how the board is looking at the situation and staff can use their response as a backup. This also confirms that even if MMSWMD was willing to be reasonable and give reimbursement based on the invoice submitted, it's not something MDNR would accept.

The board will not accept the extension request from MANRRS nor give reimbursement on items submitted. The project end period was June 30, 2014. The board considers this grant closed.

Ms. Trass shared with the board she did site visits for the City of Columbia recently. She hadn't done that in a while and felt it was time. Referencing grant# 2012010, Outdoor Recycling Displays, Ms. Trass did not feel they were put together as well as they could have been.

Ms. Trass visited a few recycling drop-off locations that were said to have the displays. She said if she didn't know what she was looking for she never would have seen them. The wooden, brown construction of the display case blended close to the color of the fences they were mounted on. Also, the material inside was not very colorful and didn't do anything to catch the eye of a resident dropping off their recyclables. It was a color, small poster size informational sheet. The content of the sheet would be very helpful to residents using these drop-sites. However, if they don't see them, it isn't doing any good. Ms. Trass was disappointed in the overall final product.

The reason Ms. Trass brings this to the board is that the project is coming to its end on October 21<sup>st</sup>. She personally doesn't feel the City of Columbia completed this grant as well as it could have been. The information was well put together, but in a lackluster way. She doesn't feel it was a success. Ms. Trass asked the group for their thoughts on how they felt about this grant. She did share some funds have already been dispersed for the project.

Several board members recall this grant and got the impression that the City's recycling service information was going to be more substantial. Something more along the line of a poster size display. Mr. Yonke suggested staff go back and look at the grant and see if there are specifications outlined. This would be where the line can be established as to whether the board misunderstood what the City was going to do or if, in fact, they did not complete the project as stated.

After looking at the grant, Mr. Yonke says there are options for the City. First, submit and amendment requesting a change in the projects' specs, which Mr. Yonke isn't confident it would get approved. Second, pull the current displays and redo them as outlined in the grant. Otherwise, the final report is not likely to be approved and no further reimbursement given.

Ms. Trass stated she would look at the grant and, if necessary, speak with the project manager about the displays and adjustments that would need to be made.

Commissioner Davis brought up the question of how this type of situation can be avoided in the future. The group gave their thoughts about the grant process and suggested some ideas to allow staff to keep projects on task and meet the specifications outlined in their application.

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

Vice-Chair, JC Miller presented the Treasurers Report for September 2014.

The Checking account reconciled balance is \$928.00  
The Administrative account balance is \$164,434.86  
The District Grant account balance is \$486,984.51

The checking balance is \$72 short of the \$1,000 standing balance due to an error in transferring funds in September. This will corrected with the transfer being made today.

Reimbursements: (Glasgow Missourian, \$135.00; Marshall Democrat, \$236.70; Midwest Recycling, \$4,920.00; Boone County Journal, \$196.10; Mid Mo Recycling, \$1,090.00; ABC Tire, \$37,500.00; Moberly Monitor, \$180.00; Lisa Wright CPA, \$500.00; Boonville Daily News, \$270.00; Columbia Tribune, \$262.80; Chariton Valley Press, \$81.00; Fayette Democrat, \$195.00; Boonslick Industries, \$36,093.85; RCHF, \$1,122.00).

**Commissioner Groves moved to approve the Treasurer’s Report and Transfer of Funds; seconded Mr. Glascock. Unanimous voice vote of approval.**

**Commissioner Davis moved to approve the reimbursements; seconded by Mayor Grenke. Unanimous voice vote of approval.**

### **7. Other Business**

Ms. Trass stated she went to the Joint Committee meeting last month. She shared what the committee members had come up with based on the district planners’ response to what their needs were and vision was. There are different levels of funding based on district size. Ms. Trass feels Region H would be able to function with the 8% funding reduction as proposed. If necessary, she said there are ways for the Region can cut corners.

During this joint committee meeting, Ms. Trass shared that Advisory Committee member, David Overfelt testified against the districts. He is a lobbyist for the solid waste industry. Ms. Trass questioned if he should be removed from Region H’s Advisory Committee as he doesn’t seem to have its best interest in hand.

Mr. Yonke stated it has been a long time since Mr. Overfelt has attended an Advisory Committee meeting and should have been removed some time ago. He suggested to district staff to check the by-laws and see how it read about the removal of a member. If he recalls correctly, if you miss “x” many meetings in a row, you are automatically removed. Ms. Trass said if this was the case, she would send a letter to Mr. Overfelt about him being dismissed from the Advisory Committee.

### **8. Adjourn**

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

**The meeting adjourned at 2:21 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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DeAnna Trass  
MMSWMD Manager