

Meeting Minutes
Mid-Missouri Solid Waste Management District Executive Board
Wednesday, November 14, 2018 at 1:00 p.m.
Conference Room 3A, City of Columbia City Hall
701 E. Broadway Columbia, MO 65201
OPEN MEETING

Members Present:

Mark Luebbering	Cole County Alt
Greg Robinson	Moniteau County
Sheri Johnston	City of Jefferson
M.L. Cauthon, III	Cooper County
Thad Yonke	Boone County Alt
Barbara Buffaloe	City of Columbia
John Glavin	Osage County

Members Absent:

Debra Miller	Howard County
Matt Harline	Callaway County
Tim Grenke	Boone County
Tracy Graham	Audrain County
Jeff Hoelscher	Cole County

Others Present:

Lelande Rehard	District Manager
Ramon Garza	District Secretary

1. Call to order and introductions

The meeting was called to order at 1:02pm by M.L. Cauthon III, Chair.

2. Determination of quorum

It was determined there was a quorum.

3. Approval of agenda

Mr. Yonke moved to approve agenda as presented; seconded by Mr. Robinson. Motion approved by unanimous voice vote.

4. Approval of the minutes from the Executive Board Meeting of October 10, 2018

Mr. Yonke moved to approve the minutes as written; seconded by Ms. Buffaloe. Motion approved by unanimous voice vote.

5. District Manager's Report

1. District Grants / Final Reports:

Amendment: 2017-009, "WasteCraft", SpaceShark Studios – Following feedback from the Advisory Committee Meeting, SpaceShark Studios wants to amend and extend their project period to develop a final product for the board. Amendment request period be extended to December 30th, 2018. Staff recommends approving the amendment.

*SpaceShark Studios is a husband and wife operation and during their original project period, they had a premature birth of a child. As such, their project was delayed. *

Amendment: 2017-012, "Baler to Enable Foam Recycling", Endless 3M – There was a long delay in acquire the equipment and 3M needs to extend the project to report 4 quarters of diversion. 3M is asking to extend the project to October 1, 2019. Staff recommends approving the amendment.

*Charles Bone at 3M had delays in purchase and installation of the baler, as such it has not been operating for enough time to quantify the 4 quarters of reporting. *

Final Report: 2017-007, "Mulch Loading Equipment", Willow Fork Pallet – 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. WFP used a small skid steer to load waste into the mulcher for processing then moving the completed product for bagging. The equipment limited the amount of waste that could be moved at a time. WFP purchased one large wheel loader which allowed 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. WFP surpassed their goal of 7800 tons of mulch with 14,094 tons reported.

From the Project Manager:

We had projected to 7800 tons. We have diverted a total of 14094 tons all together. We almost doubled our estimate. We are very happy with this!

Staff recommends accepting the final report.

Final Report: 2017-015, "Document Collection Carts", IMS – IMS purchased locking roll carts and provided them to new and existing businesses. They keep sensitive documents secure while at the business, during transport to IMS, and while awaiting the shred process. Contents are only accessible by authorized personnel. The project exceeded their diversion goal of 150 tons with 173 tons collected. Staff recommends accepting the final report.

Final Report: 2017-016, "Document Collection Consoles", IMS – IMS purchased locking consoles and provided them to new and existing businesses. They keep sensitive documents secure while at the business, during transport to IMS, and while awaiting the shred process. Contents are only accessible by authorized personnel. The project exceeded their diversion goal of 120 tons with 130 tons collected. Staff recommends accepting the final report.

Final Report: 2018-003, "Osage-Missouri River Clean-up & Hartsburg Missouri River Clean-up", Missouri River Relief - Missouri River Relief is organized a clean-up events for the Missouri River near the Village of Hartsburg and the Osage River near the unincorporated town of Bonnots Mill. The grant funded event coordination and boat usage and crew. Volunteers removed trash, plastic, aluminum, glass, tires, appliances, etc. from the river and dispose/recycle collected items responsibly.

From the Project Manager:

Goal 1 - 300 Volunteers

Results - Goal Nearly Met - Even with a postponed event and some weather issues, we did have a total of 289 volunteers for both events.

Goal 2 - Remove 13.7 tons of trash from the Missouri and Osage Rivers, diverting 8.7 tons of that from landfill through recycling.

Results - Goal Not Met. We removed a total of 7.1 tons of trash, recycling 4 tons of that. These numbers are less than our project goals. There are several reasons for this - 1. It is very difficult to estimate how much trash will be removed on a river clean-up. 2. Each of these locations has been cleaned before several times. There has been less replacement from high water than we expected. 3. The postponement then storm affected volunteer turnout on Osage clean-up. The mud from recent flooding impacted the number of sites we could put volunteers at the Hartsburg event, lowering the trash total.

Goal 3 - Media coverage in 5 outlets -

Results - Goal Met - 1 article in Jefferson City News Tribune; 1 video/article on ABC 17 News TV; 1 article in Boone County Journal; 1 video/article on KOMU TV 8; 1 article in Columbia Missourian.

Staff recommends accepting the final report.

Final Report: 2018-005, "Missouri Recycling Association Conference 2018", MORA – MORA is requested grant funds to hold a 2-hour Zero Waste Business training, a Advancing Recycling Behavior Change and 3 conference scholarship opportunities in the MMSWMD jurisdiction for their 2018 Conference..

From the Project Manager:

The Zero Waste Workshop targeted the business sector, members of the Green Business Network in particular. Thirteen (13) businesses attended the two hour workshop and day long sessions geared towards business waste. These business were introduced to the Mo. Recycling Association and our resources as well as Zero Waste USA. In addition, another 10 attendees from the business sector attended parts of the workshop/sessions. In the future, it might be helpful to plan workshops/training that didn't compete with the overall conference program. Attendees were conflicted about attending workshop/business sessions with other relevant sessions occurring at the same time.

The Advancing Recycling - Behavior Change workshop was held on Monday, pre-conference. Staff was overwhelmed by the initial registration for this workshop (initial registration indicated 40 attendees). Twenty-five attended, which was a significant turnout for a Pre-conference event. The amount of content was overwhelming for the time allotted for the workshop, according to

survey comments. Attendees indicate content was excellent but they needed more time to work through it. The popularity of this training indicates a need and interest and will be discussed as we plan our 2019 conference in St. Louis.

Both workshops were successful. We should have scheduled the ZERO WASTE workshop the day prior to the conference, so there wasn't so many competing sessions/tracks.

The ADVANCING RECYCLING-BEHAVIOR CHANGE workshop should have been a 6-8 hour workshop or the content needed to be pared down. The popularity of this workshop indicates the interest/need to have future workshops/session on this topic.

Staff recommends accepting the final report.

Meetings/Site Visits:

Jefferson City and Republic – The District Manager met with City of Jefferson and Republic staff to discuss communication plans for reducing contamination. MMSWMD has received a social media advertising proposal from Republic. Staff will create an RFP and get bids from other companies as well.

Planners and SWAB – The District Manager attended the November Planners' and SWAB meeting. MDNR has overage funds from last year and is opening for ideas about how that money can be used towards statewide grant projects.

Missouri PSC Executive Meetings – The first MO PSC monthly meeting will be November 13th. The Executive Committee has met a few times in advance to hammer out a strategy and direction for the upcoming year.

Prelim Applications – Staff has received several large grant prelim applications and will be working with applicant to produce worthy projects for board consideration.

Events:

Resource Recycling Conference – MMSWMD staff were able attend the annual national Resource Recycling Conference in St. Louis. The conference focused heavily reducing contamination and strengthen domestic markets. It was very interesting to speak with solid waste professionals from across the entire country.

Fix-it-Café – The 4th Fix-it-Fair was held Oct. 13th in conjunction with the Sustainability Fair at the City of Columbia City Hall. We continue to add volunteers to our roster but need to find ways to increase participation.

2. Other business:

Single-stream Woes – The MMSWMD has been assisting communities and businesses with finding new homes for their recycling since price for processing material with Federal have more than doubled. Callaway Recycling Center will likely be able to take their material to Columbia from the Holts Summit drop-off, because it is a dual stream drop-off. Fulton is considering changing their residential system to dual stream and processing with Columbia as well.

3. Upcoming Meeting/Events:

Executive Board Meeting: December 12th, 12-2pm, Holiday Meeting

***Board asked staff to check if the meeting could be held at MU to tour the Recycling Facility project.**

Mr. Yonke moved to approve the Amendments for H2017-009 and H2017-012; seconded by Mr. Robinson.

Roll Call Vote:

Mr. Yonke – Yes

Ms. Johnston – Yes

Mr. Luebbering – Yes

Mr. Cauthon – Yes

Ms. Buffaloe – Yes

Mr. Robinson – Yes

Mr. Glavin – Yes

Motion Approved.

Mr. Yonke moved to approve the Final Reports for H2017-007, H2017-015, H2017-016, H2018-003 and H2018-005; seconded by Mr. Robinson.

Roll Call Vote:

Mr. Yonke – Yes
Ms. Johnston – Yes
Mr. Luebbering – Yes
Mr. Cauthon – Yes
Ms. Buffaloe – Yes
Mr. Robinson – Yes
Mr. Glavin – Yes

Motion Approved.

6. Treasurer's Report and Approval of Bills:

For October 2018:

The Checking account reconciled balance is \$1000.00

The Administrative account balance is \$71,595.34

The District Grant account balance is \$228,856.66

Mr. Yonke moved to approve the Treasurer's report; seconded by Ms. Johnston.

Roll Call Vote:

Mr. Yonke – Yes
Ms. Johnston – Yes
Mr. Luebbering – Yes
Mr. Cauthon – Yes
Ms. Buffaloe – Yes
Mr. Robinson – Yes
Mr. Glavin – Yes

Motion Approved.

Reimbursements: \$109,498.50

IMS, LLC - \$5,442.69

University of Missouri - Printing - \$226.25

Resource Recycling Magazine - \$80.00

Curators of the University of Missouri - \$1,980.38

Handi-Shop, Inc. - \$19,975.00

Missouri Recycling Association - \$4,473.60

Willow Fork Pallet - \$5,062.50

River Relief, Inc. - \$5,750.00

Bluebird Composting - \$63,750.00

SpaceShark Studios - \$2,758.08

Mr. Yonke moved to approve the Reimbursements; seconded by Ms. Johnston.

Roll Call Vote:

Mr. Yonke – Yes
Ms. Johnston – Yes
Mr. Luebbering – Yes
Mr. Cauthon – Yes
Ms. Buffaloe – Yes
Mr. Robinson – Yes
Mr. Glavin – Yes

Motion Approved.

Transfer of funds:

Administration

Transfer \$306.25 to Checking

District Grants

Transfer \$109,192.25 to Checking

Transfer \$77,824.22 to Administration

Mr. Yonke moved to approve the Transfers; seconded by Ms. Johnston.

Roll Call Vote:

Mr. Yonke – Yes
Ms. Johnston – Yes
Mr. Luebbering – Yes
Mr. Cauthon – Yes
Ms. Buffaloe – Yes
Mr. Robinson – Yes
Mr. Glavin – Yes

Motion Approved.

7. Approve FY2019 District Grant Round 1 award amounts and authorizing the Executive Board Chair to enter into agreements with each of the grant recipients named (copy of unapproved Advisory Committee minutes, summary of grant applications, and aggregate ranking sheet enclosed).

\$7,888.00 – Boonslick Industries (OCC Collection Containers): 355 points
\$3,232.50 – IMS, LLC (4500 lb. Pallet Jack to Increase Capacity): 345 points
\$9,762.00 – Curators of MU/MU Science and Technology (Recycled Paint as an additive for concrete): 338 points
\$4,863.75 – IMS, LLC. (Forklift Scale): 338 points
\$8,743.19 – Missouri River Relief (Missouri River Cleanup in Jefferson City): 325 points
\$2,179.00 – City of Columbia – Parks and Rec (Streaming Recycling Station): 304 points
\$10,000.00 – Curators of MU (Bringing Recycling Home: Phase 2): 277 points

*Curators of MU/MU Science and Technology, as a request from the Advisory Committee, has a change to the amount requested. They originally had the University Overhead as part of their request, that has been moved over to their match, and the some labor charges added to the request line so as to better fit the guidelines for grant requests. The new amount is listed. Their original request was \$10,000.00. *

Mr. Yonke moved to approve Round 1 grants that scored above 200 points as recommended by the Advisory Committee; seconded by Mr. Glavin.

Roll Call Vote:

Mr. Yonke – Yes
Ms. Johnston – Yes
Mr. Luebbering – Yes
Mr. Cauthon – Yes
Ms. Buffaloe – Abstained
Mr. Robinson – Yes
Mr. Glavin – Yes

Motion Approved.

8. Other Business

9. Adjourn

Ms. Buffaloe moved to Adjourn; seconded by Mr. Yonke. Motion approved by unanimous voice vote.

The meeting adjourned at 1:56 p.m.

APPROVED:

Respectfully submitted,



M.L. Cauthon III
Chairman, MMSWMD Executive Board



Lelande Renard
MMSWMD Manager