

Meeting Minutes
Mid-Missouri Solid Waste Management District Executive Board
Wednesday, March 13th, 2019 at 1:00 p.m.
Conference Room 3A
City of Columbia – City Hall
701 E. Broadway, Columbia, MO 65201
OPEN MEETING

Members Present:

John Glavin	Osage County
M.L. Cauthon, III	Cooper County
Tracy Graham	Audrain County
Debra Miller	Howard County
Sheri Johnston	City of Jefferson
Thad Yonke	Boone County Alt
Barbara Buffaloe	City of Columbia
Jeff Hoelscher	Cole County

Members Absent:

Tim Grenke	Boone County
Greg Robinson	Moniteau County
Gary Jungermann	Callaway 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. Graham. Motion approved by unanimous voice vote.

4. Approval of the minutes from the Executive Board Meeting of February 13, 2019.

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

5. District Manager's Report

1. District Grants / Final Reports:

Final Report: University Of Missouri, 2017-004, Bringing Recycling Home: Internalizing the Process -

"Bringing Recycling Home: Internalizing the Process"; One of the project goals was to employ one (or more) FTE. This has been met with the hiring of an FTE for recycling collection. Another goal of the project was to match or increase the mixed paper diversion which averaged 26.2 tons per month before the start of the project. This goal has been exceeded as evidenced by the current average (for the last 5 quarters) of 31.31 tons per month.

Diversion Goal: 55 tons, Final Report: 156.53 Tons

Staff recommends accepting the final report.

Final Report: City of Centralia, 2017-014, Bin Missing You: Roll-off Recycling Bin -

"Bin Missing You: Roll-off Recycling Bin"; The City of Centralia re-opened their drop off recycling program that had been absent

for the last 10 years. The container was added to the Boone County recycling program and it is serviced exclusively by the City of Columbia as per their cost structure. This container replaced the existing 1 cubic yard bag program which was cumbersome and not sustainable due to difficulty sourcing bags. Diversion Goal: 10 Tons

Staff recommends accepting the final report.

Meetings/Site Visits:

MDNR Solid Waste Forum: MDNR held its annual solid waste forum in Jefferson City. Most of the forum focused on the recently update rules for landfills and utility landfills. The District Manager provided a presentation about product stewardship and the Missouri Product Stewardship Council.

SWMP Rule Making: MDNR hosted a stakeholders' meeting for the solid waste management grant program rules. Staff was unable to attend but the planners met two years ago to solidify a untied recommendation for changes.

Collection Event Planning: Staff met with University Collection Event partners. The event is scheduled for June 1st.

Field Elementary School Waste Audits: Staff assisted the City of Columbia Recycling Volunteer Coordinator with waste audits at the CPS Field Elementary School.

Planners and SWAB – The District Manager attended the February meetings and presented on the Missouri Product Stewardship Council for SWAB.

Agricultural Plastic Recycling – MMSWMD staff is gaining additional partners in our effort to run a pilot collection program early this spring. MU Extension, the Farm Bureau, and the MFA in Linn, MO. Staff is considering focusing on Osage County as the organizations there have been much more responsive.

Missouri Product Stewardship Council – The Council will hold its 5th meeting this month. The executive board has met several times in the last two months. Currently, it looks like the council will focus on legislation and programs that address paint and pharmaceuticals.

2. **Other business:**

3. **Upcoming Meeting/Events:**

Executive Board Meeting: April 10th, 1-3pm.

Ripple Glass Summit: April 2nd

Mr. Graham moved to approve the Final Reports for H2017-004 and H2017-014; seconded by Ms. Buffaloe.

Roll Call Vote:

**Mr. Graham – Yes
Mr. Yonke – Abstained
Ms. Johnston – Yes
Mr. Cauthon – Yes
Ms. Miller – Yes
Ms. Buffaloe – Yes
Mr. Glavin – Yes**

****Mr. Hoelscher arrived at this point in the meeting. ****

6. Treasurer's Report and Approval of Unaudited Bills:

For February 2019:
The Checking account reconciled balance is \$1000.00
The Administrative account balance is \$109,898.57
The District Grant account balance is \$259,595.21

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

**Roll Call Vote:
Mr. Graham – Yes
Mr. Yonke – Yes**

Ms. Johnston – Yes
Mr. Hoelscher – Yes
Mr. Cauthon – Yes
Ms. Miller – Yes
Ms. Buffaloe – Yes
Mr. Glavin – Yes

Motion Approved.

Reimbursements: \$87,854.59
The Curators of the University of Missouri - \$15,000.00
The Columbia Missourian - \$26.65
City of Columbia - \$27,189.73
Boonslick Industries - \$44,888.21
City of Centralia - \$750.00

Mr. Graham moved to approve the Reimbursements except the City of Columbia; seconded by Mr. Yonke.

Roll Call Vote:
Mr. Graham – Yes
Mr. Yonke – Abstain
Ms. Johnston – Yes
Mr. Hoelscher – Yes
Mr. Cauthon – Yes
Ms. Miller – Yes
Ms. Buffaloe – Yes
Mr. Glavin – Yes

Motion Approved.

Mr. Yonke moved to approve the Reimbursement to the City of Columbia; seconded by Mr. Hoelscher.

Roll Call Vote:
Mr. Graham – Yes
Mr. Yonke – Yes
Ms. Johnston – Yes
Mr. Hoelscher – Yes
Mr. Cauthon – Yes
Ms. Miller – Yes
Ms. Buffaloe – Abstain
Mr. Glavin – Yes

Motion Approved.

Transfer of funds:

Administration
Transfer \$27,216.38 to Checking

District Grants
Transfer \$60,638.21 to Checking

Mr. Yonke moved to approve the Transfers; seconded by Mr. Graham.

Roll Call Vote:
Mr. Graham – Yes
Mr. Yonke – Yes
Ms. Johnston – Yes
Mr. Hoelscher – Yes
Mr. Cauthon – Yes
Ms. Miller – Yes
Ms. Buffaloe – Yes
Mr. Glavin – Yes

Motion Approved.

7. Approve FY2019 District Grant Round 2 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).

\$100,000.00 - Show Me Central Habitat for Humanity (ReStore Rocks the Roller Rink): 412 points
\$8,187.26 - Handi-Shop, LLC. (Truck Bed Replacement): 366 points
\$96,137.20 - Columbia Public Schools (CPS Cafeteria Recycling and Composting Stations): 357 Points
~~\$100,000.00 - The Food Bank for Central and Northeast Missouri (Central Pantry Retail Rescue Program): 344 points~~
\$15,000.00 - Midwest Recycling Center (Hard Drive Shredder for Optimization of Services): 337 points

Our total available allocation for FY2019 Large Grants was \$230,605.35, so after the first 3 grant totals, the remainder was \$34,456.96. Staff spoke with The Food Bank, and they were unable to make that figure work with their project for partial funding. Midwest Recycling Center accepted the award.

Mr. Graham moved to approve Round 2 grants that scored above 200 points as recommended by the Advisory Committee; seconded by Mr. Hoelscher.

Mr. Graham – Yes
Mr. Yonke – Abstain
Ms. Johnston – Yes
Mr. Hoelscher – Yes
Mr. Cauthon – Yes
Ms. Miller – Yes
Ms. Buffaloe – Abstain
Mr. Glavin – Yes

Motion approved.

8. Administrative Services Proposal(s)

Staff received one proposal; from The City of Columbia. Upon approval, this will be sent to City of Columbia Council for adoption and then a follow up signature from the Board Chair in May.

Mr. Yonke moved to approve the proposal as submitted; seconded by Mr. Graham.

Mr. Graham – Yes
Mr. Yonke – Yes
Ms. Johnston – Yes
Mr. Hoelscher – Yes
Mr. Cauthon – Yes
Ms. Miller – Yes
Ms. Buffaloe – Abstain
Mr. Glavin – Yes

Motion Approved.

9. Centralia Grant H2017-014

This agenda item was resolved during the District Manager's report.

10. Value Plus Recycling Sponsorship

MMSWMD Executive Board,

Value Plus PC and Recycling is a new electronic reuse and recycling businesses in Boonville, MO. As the owner for Value Plus I have over a decade of experience in this industry and I am excited to to start my own business. We opened last year and need some assistance promoting services to businesses and our location to the general public. We are requesting \$1,000 towards this effort. Please, see our detailed request below.

Budget

- 1. SEO - This will cover Google, Yahoo, and Bing. \$349.00*
- 2. Postcards (1000) to be mailed directly to I.T. managers \$163.75*
- 3. 3 double sided road signs (24 x 18) \$135.00*
- 4. Expo booth \$179*
- 5. 3 4x4 sign posts + plywood for mounting surface (2 banner signs) \$95*

6. 2 Banner signs 3'x6' \$80

The total on this is \$1001.75, Requesting \$1,000.00

Sources for Costs

1. SEO - <https://www.ourlocaladvantage.com/>
2. Postcards (1000) www.vistaprint.com
3. 3 double sided road signs (24 x 18) \$135.00 www.signsnow.com
4. Expo booth \$179 KMMO radio (Julie Steffins)
5. 3 4x4 sign posts + plywood for mounting surface Home Depot
6. 2 Banner signs 3'x6' \$80 www.signsnow.com

Larry Wagner - Owner
Value Plus PC

Mr. Yonke moved to approve the sponsorship request; seconded by Mr. Graham.

Roll Call Vote:

- Mr. Graham – Yes**
- Mr. Yonke – Yes**
- Ms. Johnston – Yes**
- Mr. Hoelscher – Yes**
- Mr. Cauthon – Yes**
- Ms. Miller – Yes**
- Ms. Buffaloe – Yes**
- Mr. Glavin – Yes**

Motion Approved.

11. Bonus Point Proposal

The Advisory Committee discussed the bonus point category at their 2/20/2019 meeting, and it was determined that the category had gotten too large and needed to be brought in line with the other scoring criteria for the grant rounds. They charged staff with the task of re-evaluating that category. Mr. Rehard presented the board with 2 proposals:

Proposal 1: Cut all points in half, total points available = 75 (down from 150)

Priority 1 - Special Program Target Area (up to 20 pts)

- a. District wide benefit. Agree to serve at least 3 counties of MMSWMD during project period (up to 10 points).
- b. Improve waste management processing, production, collection or proper disposal of any one or combination of items listed in the Targeted Materials List (up to 10 points).

Priority 2 - Executive Board Priority (up to 10 pts)

Must meet with MMSWMD District Manager and prepare to present project to Executive Board for a vote to be eligible for bonus points. Applicant must have completed preliminary application to present to the District Manager and Executive Board before pursuing Executive Board Priority bonus points

Priority 3 - Identified Community Needs (up to 10 pts)

- a. Should address a need formally identified by the community/ies it serves.
- b. Must provide a written endorsement from at least two (2) community/ies/community organizations.

Priority 4 - Providing service to an underserved area (up to 10 pts)

Providing a waste diversion service to area that currently does not have service. This can include upgrading a service, for example, going from providing a recycling drop-off to providing the community with curbside recycling. An underserved area is a city or county in which a waste diversion service is nonexistent or is available in a very limited manner.

Priority 5 - Education Enhancement (up to 15 pts)

Project has been developed to increase diversion at an educational institution (up to 5 points for being a educational institution, up to 15 points if project includes outreach and education with student population). A letter of support from a school administrator with budgetary control is required for schools pursuing projects to increase waste diversion on campus. Projects that educate the public about waste diversion and/or local waste diversion services outside of schools are eligible for the entire 15 points.

Priority 6 Research and Market Development (up to 10 points)

Research that improves the collection, sale, and use of recycled commodities. Development of new end markets for materials collected in Missouri.

Proposal 2: Cut all points in half, remove Executive Board Priority, total points available = 65 (down from 150)

Priority 1 - Special Program Target Area (up to 20 pts)

- a. District wide benefit. Agree to serve at least 3 counties of MMSWMD during project period (up to 10 points).
- b. Improve waste management processing, production, collection or proper disposal of any one or combination of items listed in the Targeted Materials List (up to 10 points).

Priority 2 - Identified Community Needs (up to 10 pts)

- a. Should address a need formally identified by the community/ies it serves.
- b. Must provide a written endorsement from at least two (2) community/ies/community organizations.

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Providing a waste diversion service to area that currently does not have service. This can include upgrading a service, for example, going from providing a recycling drop-off to providing the community with curbside recycling. An underserved area is a city or county in which a waste diversion service is nonexistent or is available in a very limited manner.

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Priority 5 Research and Market Development (up to 10 points)

Research that improves the collection, sale, and use of recycled commodities. Development of new end markets for materials collected in Missouri.

Mr. Graham moved to approve Proposal 2 and submit it to District Council for adoption in May; seconded by Mr. Yonke. Motion approved by unanimous voice vote.

12. Strategic Plan

Mr. Rehard updated the board on Staff progress on Strategic Plan development. Currently, staff is working on a Mission Statement that represents the District's main focus. He requested input from the board. Also reviewed stakeholder input and went over some of the other components to a good Strategic Plan. No vote needed on this item.

13. Other Business

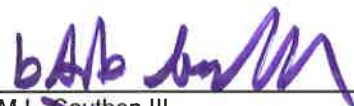
14. Adjourn

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

The meeting adjourned at 2:56 p.m.

APPROVED:

Respectfully submitted,



M.L. Cauthon III
Chairman, MMSWMD Executive Board



Lelande Rehard
MMSWMD Manager

Barbara Buffaloe

Vice Chair, MMSWMD Executive Board