

Meeting Minutes  
Mid-Missouri Solid Waste Management District Executive Board  
Wednesday, March 10, 2021 at 1:00 p.m.  
OPEN MEETING

<https://zoom.us/j/95731959332>  
Meeting ID: 957 3195 9332  
+1 312 626 6799

**Members Present:**

Barbara Buffaloe	City of Columbia
Kent Wood	Callaway County
Thad Yonke	Boone County
Jennifer Schmidt	Moniteau County
Karlie Reinkemeyer	City of Jefferson
Debra Miller	Howard County
Jeff Hoelscher	Cole County

**Members Absent:**

John Trenshaw	Osage County
Tracy Graham	Audrain County
Jeff Ditto	Cooper County
Rachel Senzee	City of Jefferson Alt

**Others Present:**

Elise Buchheit	District Administrator
Ramon Garza	District Administrative Technician

**1. Call to order and introductions**

The meeting was called to order at 1:00pm by Barbara Buffaloe, Chair.

**2. Determination of quorum**

It was determined there was a quorum.

**3. Approval of agenda**

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

**4. Approval of the minutes from the Executive Board Meeting of February 10, 2021.**

Mr. Yonke moved to approve the minutes as presented; seconded by Mr. Wood. Motion approved by unanimous voice vote.

**5. District Manager's Report**

**DISTRICT ACTIVITY UPDATE**

**Reporting:**

The FY2019-FY2020 financial statement audit was accepted by MDNR. An extension on the bi-annual Assessment Inventory until September 1, 2021 has been requested. Staff is beginning the Plan Implementation and District Operations Grant applications.

**Policies & Rules:**

MDNR has provided District Planner training. The District Planners group is also compiling policies and procedures from across the state to share with the many new planners who have started in the past year.

**Projects/Outreach:** Tire Round-Up for public works departments will be held the week of March 29-April 2.

**News in the District:** The municipal election is Tuesday, April 6.

## **LEGISLATIVE UPDATE**

HB227	Burnett	Read 2nd Time	Repeals the state prohibition of local gov'ts regulating paper & plastic bags
HB775	Hicks	Read 2nd Time	Significant changes to the Solid Waste Management Districts
HCR26	Wallingford	1 <sup>st</sup> Hearing ✓	Establishes the Joint Committee on Solid Waste Mgmt. District Operations.

Currently it seems unlikely that HB227 & HB775 will be passed this session. The General Assembly has spring break next week and then eight weeks remain in session. The House Budget Committee has not begun marking up the appropriations bills yet.

A working group of the Solid Waste Advisory Board plans to compile an informational memo on proposed changes to the Solid Waste Management Districts and Program.

## **UPCOMING MEETINGS/EVENTS**

- Missouri Product Stewardship Council (3/11/21)
- Executive Board Meeting (4/14/21)

## **GRANT PROCESS**

**Small Grants:** FAAs for the five approved small grants for FY2021 have been returned. Staff is preparing the documentation to submit the invoices to MDNR. All grantees have been authorized to begin their projects.

**Large Grants:** MDNR clarified that while the District needs to issue a second call for grants this fiscal year, the FAA approval and execution is not required prior to June 30. Staff will plan for Executive Committee review of the Advisory Board score/recommendations at the June 9 meeting. Preliminary Applications will be due on or near April 16. MDNR suggested that changing the match requirements might help incentivize applications. Current match requirement is 25%, staff suggests a reduction to 10%.

## **FINAL REPORTS & STAFF RECOMMENDATIONS**

None.

### **Board Comments:**

Mr. Yonke commented that the match requirements was not the reason for our lack of responses to the grant call, it was most likely due to the current operational climate. Reducing the match requirement might actually cause more of an issue with regard to the quality of applications. Mr. Hoelscher addressed the possibility of adding additional weight to the Efficiency scoring category to balance an applicant that chose to commit to a higher match. Ms. Buffaloe was also concerned that if we did not alter our match, it might create some concern with DNR about our efforts to attract applications. Staff discussed reviewing previous unfunded applications and to check with those grantees to see if they wanted to apply again for this new round. Overall, it was concluded that the Large Grant round should remain with the same procedures and match requirement. The time table that we are working with would make changes to the process more difficult both to implement as well as disseminate that information out to our applicants. Ms. Buchheit explained that if there is not enough interest, we will just have a larger carryover for next year's grants.

### **District Operations and Plan Implementation Budget Discussion:**

Ms. Buchheit added in this discussion to acknowledge the procedure in how the District Manager salary is allocated between DO and PI, and how this method is different from every other District in the State of Missouri. Currently, this position's salary is split 50/50 between DO and PI, and as such, creates some additional reporting steps for Staff. During her training with DNR over the budget process, Ms. Buchheit brought this to the attention of DNR staff and it was determined that this creates complications that are not needed. Going forward, the budget will be delineated in a more correct way to show that the Operations Budget will consist mainly of Staff costs, and the Plan Implementation will be more towards projects and events. No vote needed for this discussion.

## **6. Items Requiring Action**

### **a. Treasurer's Report**

For February 2021:

The Checking account reconciled balance is \$1,000.00

The Administrative account balance is \$96,824.92

The District Grant account balance is \$441,881.21

**Mr. Yonke moved to approve the Treasurer's report; seconded by Mr. Wood. Motion approved by unanimous voice vote.**

**b. Requests for Reimbursements and Transfers**

No reimbursements or transfers this meeting.

**7. Other Business**

Mr. Hoelscher asked about requirements for Video for virtual meetings. Staff has acknowledged that the meeting minutes are the record of the attendance for the purposes of meetings. DNR has not made any comments against our existing process during this time and so we will continue in this manner.

The Executive Board was asking about in-person meetings. With District Council coming up, we wanted to make sure that continuing with the safest procedures is best practice. As long as we can make quorum, the meetings will remain virtual.

**8. Adjourn**


**Mr. Yonke moved to adjourn; seconded by Mr. Wood. Motion approved by unanimous voice vote.**

**The meeting adjourned at 1:45 p.m.**

**APPROVED:**

Respectfully submitted,

  
Barbara Buffaloe  
Chair, MMSWMD Executive Board

  
Elise Buchheit  
MMSWMD District Administrator